



Board of Supervisors

Regular Meeting

MINUTES

425 Wells Road
Doylestown, PA 18901
215-348-9915

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Tuesday, February 18, 2025

7:00 PM

Community Meeting Room

Board Members in attendance: Jennifer V. Herring, Chairman; Nancy Santacecilia; Dan Wood; Judy Dixon; Barbara N. Lyons, Vice Chairman attended via Zoom.

Township Staff in attendance: Stephanie J. Mason, Township Manager; Dave Tomko, Director of Operations; Andrea Mergner, Assistant Township Manager; Chief Charles Zeigler; Sean Torpey, Township Engineer and Michael Clarke, Solicitor.

7:00 PM REGULAR MEETING

Pledge to the flag

Ms. Herring welcomed everyone to the meeting. She stated that prior to this meeting they held an Executive Session to discuss Personnel and Legal Matters.

Presentation

Black History Month – Ms. Herring introduced Ms. Doreen Stratton. Ms. Stratton thanked everyone for acknowledging that there are black people in Bucks County, in Doylestown Township and Borough many of whom histories go back many generations. Her grandfather came to this area in 1887, she and her sister still live in the house where her grandparents raised eight children. Her family has deep roots in the Doylestown area, they all attended Borough school. This is a very special month for people of color. Speaking for herself they always assumed their history reached only back to Tobias Stratton a freed black man in 1767, when our country was just beginning. Some people think why it is necessary to celebrate when people who are alive now have no connection to what happened 400 years ago. It is important, everyone has a history. You have a history and should try to share it with your children and grandchildren because when you go it's gone. No matter what your color is, your religion everybody has history, it is important. If you don't know where you came from you will not know where you are going.

Ms. Herring thanked Ms. Stratton and asked her if she has any presentations coming up in the future.

Ms. Stratton stated that she will be giving a presentation on Blacks in the Civil War, her grandfather served on a blockade vessel in the Union Navy. Tomorrow night at the Episcopal Church in Doylestown and at the end of the month in North Hampton. Neshaminy Manor asked her to give a presentation on Women Who Served in Vietnam.

Public Comments Agenda Items Only

No Comments

ANNOUNCEMENTS

- A. The next regular meeting of the Board of Supervisors will be held on Tuesday, March 18, 2025 at 7:00 PM.
- B. Doylestown Township Parks & Recreation Board and Department invite you to join in the fun on March 2, 2025, for The Inside Open, an exciting indoor golf tournament at Main Swing Sport & Social in Doylestown, PA—Spots are limited—register now and secure your tee time for this unforgettable day of virtual golf, games, fun and prizes! For more details and to register go to www.doylestownrec.org. Proceeds to benefit Community Recreation Center & Park Improvements.
- C. Keep up to date with Township News / Events – sign up for E-news at www.doylestownpa.org. E-News is sent out every Friday at 4:00PM.

MINUTES APPROVAL: Regular Meeting – On motion on Ms. Lyons, seconded by Ms. Dixon, the Board approved the January 21, 2025 minutes. The motion carried 5 – 0.

CORRESPONDENCE**Lenape Valley Foundation – Waiver of Permit Fees Request**

Ms. Mason stated that Lenape Valley Foundation has shared with the Board their permit fees for the Bright Path Center and are requesting a waiver of the fees. After some discussion and in accordance with Doylestown Township Resolution #1533 the Board agreed to waive \$1000.00 of the permit fees.

On motion of Ms. Lyons, seconded by Mr. Wood the Board approved the waiver of \$1000.00 for the Lenape Valley Foundation permit fees for the Bright Path Center. The motion carried 5 – 0.

REPORTS**Solicitor****Act 94 of 2024 Annual Maximum Compensation Raise for Second-Class Township Board of Supervisors**

Mr. Clarke stated that he forwarded a memo to the Board regarding Act 94 of 2024, which is the annual compensation raise for Second Class Township Supervisors passed at the end of last year. This is the first time it has been adjusted since 1995, the Township would need to pass an ordinance in order for this to come into effect for any newly elected or re-elected supervisors and start in 2026, all others remain at the same rate. If the Township does not pass an ordinance the compensation will remain the same. The compensation for the Board currently is \$4,125 with a new ordinance \$6,915 per year, based on the population of 15,999 to 24,999. A majority of the Board will have to give Mr. Clarke the direction to have his office draft an ordinance.

Ms. Santacecilia stated that the supervisors currently have the option of salary or health insurance. Many may use the salary to pay for events they are asked to attend.

Ms. Herring stated that she is comfortable with tabling this to give it some further thought. Ms. Lyons and Mr. Wood concurred with Ms. Herring.

By consensus the Board will revisit this topic at a future meeting as it is not urgent.

Township Engineer

Nothing at this time.

Police Chief

Chief Zeigler stated that with the weather the officers have been out working with PECO, PennDOT and our Road Crew, if you watch our Crime Watch you will see we went from 10 roads closed to the current number of 3 still closed. Pebble Hill Road by Clemens to the 202 parkway is still closed. We are having difficulty getting PECO there to turn the power off so we can get a contractor to cut down the tree. He anticipates making headway soon, once it is done the Crime Watch page will be updated to reflect that the road is open. It is very important to not move barricades, you may think you can get around the downed tree, this causes a safety issue due to wires in the tree. It causes a safety issue for our officers who have to redirect the people back around the tree. He asks for patience and to find an alternate route until we get this situation addressed and get the road open.

Chief Zeigler was happy to announce that last Thursday the Police Department had their PLEAC reaccreditation audit by representatives from the state. Out of 1000 proofs only 4 needed minor adjustments which were made within an hour, the officers and team did very well, we received verbal indication that we did very well, the formal vote will be in Harrisburg in April, the official reaccreditation will be given after that vote. From what he was told we're probably in the top 1% in the state.

Dir. of Operations**Community Recreation Center – Change Orders, Proposals and Quotes****Skepton Change Order #10 – Site Paving**

Mr. Tomko stated that this change order is for paving which is part of the 2025 Budget Capital Project (\$415,000) to pave the Central Park Loop Road and parking lot that were not part of the Community Center and Court Improvement project. We asked them to include the small lot, where the construction trailer sits, which is cohesive to the project and pave the rest of Central Park when the project was

completed. The quote came in at \$348,269.48 which is below what we had budgeted. He is asking the Board to approve Change Order #10.

Mr. Wood asked if he is correct that money does not come out of the Community Center Project, it was budgeted separate, just part of the same bond. Mr. Tomko stated that he is correct.

Ms. Lyons asked Ms. Mason if this was part of the area, we want to get federal assistance with. Ms. Mason stated that no it is not, this is the existing parking lot area and the loop road.

Ms. Lyons asked Mr. Tomko if this price includes striping. Mr. Tomko stated that it includes milling, paving and striping.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved Skepton Change Order #10. The motion carried 5 – 0.

US Solutions Change Order #2 – Lighting

Mr. Tomko stated that US Solutions Change Order #2, they is the electrical contractor for the project. This is an increase to their contract, we have been working with US Tennis Association to be in compliance with their requirements so court lighting will be in compliance for USTA sanctioned events, tournaments or USTA groups to play on our courts. One requirement was an increase in the amount of lighting, and we have also made upgrades across the project. Court & site lighting and foundations for the lighting, upgrade across the front of the building to meet our own lighting requirements. Mr. Salisbury has reviewed and approved of the plans. He is asking the Board to approve Change Order #2 for US Solutions totaling \$86,733.82.

Ms. Lyons asked if in order to qualify for the grant from USTA this lighting has to be done, correct?

Ms. Mason stated yes that is correct. Ms. Lyons stated that if we get the grant, we may be able to recapture this money, she thinks it is a great idea. Mr. Tomko stated that we have gone through the technical review and qualify to apply for the grant, we have received the application and qualify for up to \$200,000 grant. There is money we could receive to offset the cost.

On motion of Ms. Dixon, seconded by Ms. Lyons, the Board approved US Solutions Change Order #2 for Community Recreation Center lighting improvements in the amount of \$86,733.82. The motion carried 5 – 0.

AVT Change Order #2 – Audio-Video Equipment

Mr. Tomko stated that Applied Video Technologies Change Order #2 working with Mr. Schea, the Park & Recreation Staff and Ms. Sweeney we wanted to be user friendly so the equipment can be easily used when staff are not present. Bluetooth technology so we reduced scope, removed the screens and projectors. Smart TV's which gave us a deduction of -\$41,095.40, which is a savings.

On motion of Ms. Santacecilia, seconded by Ms. Dixon, the Board approved AVT Change Order #2 for resulting in savings of -\$41,095.70. The motion carried 5 – 0.

Furniture Proposals – Tanner Furniture

Mr. Tomko stated that they have looked at several companies on COSTARS, STS Innovative Interiors f/k/a Tanner Furniture, located in Lancaster. Mr. Shea & Ms. Sweeney have come up with the needs for furniture in the multi-purpose room and lobby. The total proposal for the furniture, which is under budget \$41,145.91. He is asking for the Boards approval.

On motion of Ms. Lyons, seconded by Mr. Wood, the Board approved the purchase of furniture in the amount of \$41,145.91. The motion carried 5 – 0.

Kitchen Equipment – Rice's Food Equipment Quote

Mr. Tomko this equipment is for all of the items not being donated by Gerhard's Appliances. This is for warming racks, additional refrigerator and freezer, work stations with storage underneath and tables.

Rice's Food Equipment proposal totals \$23,260.23, below the budget we set. He is asking the Board to approve the Rice's Food Equipment & Consulting Inc. quote to supply and install the kitchen equipment for the Community Recreation Center kitchen totaling \$23,260.23.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the quote from Rice's Food Equipment & Consulting in the amount of \$23,260.23. The motion carried 5 – 0.

Window Blinds – Dubco Proposal

Mr. Tomko asked to table this item as he has not received the proposal. We are working with them for blinds for the windows, they provided the blinds for the Township Building.

On motion of Ms. Lyons, seconded by Mr. Wood, the Board tabled the proposal for Window Blinds. The motion carried 5 – 0.

Park Improvements – Central Park Bathrooms – Skepton Construction

Mr. Tomko as part of the overall project building, courts and bathrooms. The bathrooms are not part of the project, plan set or bid, but it is part of the Bond. Previously you saw precast concrete and stick-built versions of the building, the Board preferred the stick-built version. He went through the time line with the Board. We want to stay on schedule with the project. We should have plans done by early March. We talked to Skepton Construction about schedule, they are confident that they can meet the June 1st opening, they would like to start doing site work. He is asking the Board's acknowledgement to allow Skepton to start, he intends to come back to the March meeting with the cost proposals to build the bathrooms for the Board to approve these change order, Skepton Construction, US Solutions (electrical) and Hirschberg Mechanical (plumbing).

Ms. Santacecilia inquired where they are with the contingency for this project, the building, courts and bathroom. Mr. Tomko stated that we are under budget about \$54,000 on the contingency items.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board acknowledged the limited notice to proceed to start the construction of the Comfort Cottage. The motion carried 5 - 0.

Swamp Road Green Light Go – Armour & Sons Change Order #1

Mr. Tomko stated that Pennoni prepared the change order for Armour & Sons Electric for additional work requested by Doylestown Borough on Swamp Road, North Street and Cold Springs Creamery Road in the amount of \$8,568.00, he is asking for the Boards approval of Change Order #1 for the Swamp Road Green Light Go Project.

Ms. Lyons inquired why we are paying this if it is a request of the Borough? Mr. Tomko stated that we are the project sponsor. It is an 80/20% match with the 20% being divided between the three other municipalities, we have the contract with Armour and have to ask for the change.

On motion on Ms. Lyons, seconded by Ms. Dixon, the Board approved Armour & Sons Electric Change Order #1 in the amount of \$8,568.00 for the Swamp Road Green Light Go Project. The motion carried 5-0.

Assistant Township Manager

2025 Trash Hauler Permit

Ms. Mergner stated that Republic Services did not submit their 2025 trash hauler information on time. We now have the necessary documents. She is asking the Board to acknowledge Republic Services as a 2025 Trash Hauler.

On motion of Ms. Lyons, seconded by Ms. Santacecilia, the Board acknowledged Republic Services at a 2025 Trash Hauler. The motion carried 5 – 0.

Township Manager**Baseline Water Quality Data Program Grant and Authorization for Stephanie J. Mason and Jennifer V. Herring to Sign Online**

Ms. Mason shared with the Board that they have received an email from DCED that we did receive \$105,594.00 in a grant for the Baseline Water Quality Data Program. We will have to match about \$15,000 - \$20,000 allocated in the budget. We need authorization from the Board to accept the grant and authorize Ms. Herring and Ms. Mason to complete the online signature of the grant.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board authorized Ms. Herring and Ms. Mason as authorized signatures for the grant. The motion carried 5 – 0.

Supervisors

Ms. Lyons – Thanked Ms. Stratton for her presentation and remarks. She stated that March 1st is the last day to donate \$500 to the Community Recreation Center and Park Improvements, or if you already donated and would like to increase your donation to make the donor wall. The Park & Recreation Board and the Parks and Recreation Department's event on March 2nd, the Inside Open at Main Swing Sport and Social Club in Doylestown. This is a great addition to the many activities and programs the Park Board and Parks and Recreation Department has undertaken.

Ms. Santacecilia – Go Eagles, a lot of joy and happiness it was really nice to see. She thanked Chief Zeigler for all he and the Police Department are doing, the storms have been quite challenging.

Ms. Dixon – Public Water and Sewer has not met since the last Board meeting and EAC was postponed due to the weather.

Bike/Hike met this morning, always wonderful things going on with them. They had a discussion on grant funding for Bike/Hike trails due to federal funding cuts. It was nice to hear that they are not hearing of funding cuts that would apply to either past or upcoming Projects. We will be able to continue work on our Bike/Hike trails, good news. They are working on bicycle safety with the schools, and they are hoping TAB would create a video to train PE teachers on safe cycling. The current program through Bucks TMA brings this education through the physical education programs in schools. It's actually part of the curriculum. It teaches about parts of the bicycle, bike helmets and hand signals. Potentially this could be used for schools and teachers to show the video. They discussed E-Bikes the Bike/Hike trails, this is an ongoing discussion with Chief Zeigler.

She also wanted to thank the Police, people take it for granted that the roads are okay, there is so much behind the scenes provided by the Township and Police to keep roads safe and get people where they want to go.

Mr. Wood – Thanked the Police and Road Crew for keeping the roads and our bike trails clear, he appreciates that.

LTAC – there was no specific meeting, but he wanted to update the Board on Turk Road. The signs regarding Truck Length Restrictions are up on Turk Road.

On a personal note, he wanted to note the passing of a close friend and fellow supervisor in Middletown Township, Anna Payne. He wanted to take a moment to acknowledge her service to her community as a sitting supervisor. She was an example to look towards on how to be a supervisor.

Ms. Herring – Wanted to also express her deep sorrow in losing Supervisor Anna Payne from Middletown, she was a really remarkable person. She sends her condolences to anyone who knew her. Pension Advisory Committee met this past month, they met with Girard and went over the performance of our pension plans, so far, we are doing pretty good. Our Pension Committee has done a lot of hard work over the years, making sure we have been responsible in funding our pension. We received accolades from anybody outside who looks at how we are handling our pension. Making good choices for our employees.

She mentioned that prior to this meeting they had a tour of the new Community Recreation Center it is still under construction, but it looks phenomenal. She is excited to have people enjoying it in the near future.

The Police Department will be hosting National Night Out again this year, August 5th from 4pm – 8pm. there will be demonstrations from the Police, Fire Department, music, food, always hot dogs, it's a great time. Save the date August 5th.

UNFINISHED BUSINESS

Trinity Gardens of Furlong a/k/a Grasso – 3rd Amended Stipulation

Mr. Jeffrey Garton stated that at the last Board of Supervisors meeting they saw a presentation from Trinity with respect to some modifications to a prior stipulation, the modifications do not change the use from Adult Senior Living, they just modify some issues about parking, amenity changes and the roof line with HVAC not visible from neighboring properties or roadway, the fundamentals haven't changed.

Mr. Garton prepared a stipulation, including the commitment it will not be tax exempt anytime in the future, it can be assigned with the current person who has entered into the agreement with Souderton. He believes it is ready for the Board's action to approve it tonight. It has been approved by the council of the current applicant.

Ms. Santacecilia inquired if this was ownership when it first came to the board, now it is rental. Mr. Garton stated that it was always going to be a rental facility.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the 3rd Amended and Restated Stipulation agreement between Souderton Associates LLP and Doylestown Township. The motion carried 5 – 0.

NEW BUSINESS

Land Development

Fir Line Properties – Preliminary Land Development Plan – Plan Review Extension to April 30, 2025 - TP 09-022-108

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved Fir Line Properties a Plan Review Extension to April 30, 2025. The motion carried 5 – 0.

3775 Bristol Road – Preliminary Land Development – TP 09-007-007

Mr. Fioravanti, engineer for the project stated that this is a three-acre parcel that will be subdivided into 3 – 1 acre lots. This project has been reviewed twice by the consultants, all the issues are minor and will comply. This property was a tree farm with no natural resources at the intersection of three different municipalities, Doylestown, New Britain and Warrington Townships. They have capacity letters for water and waste water treatment. He went over the plan with the Board and the waiver requests, one of the waivers they are seeking was street trees on Upper State Road, there is no room for trees in this area, second waiver request was for preserving trees measuring 2 – 24-inch caliper, all existing trees are located where dwelling on lot three. They will be planting 53 trees for property landscaping. The Planning Commission recommended the granting of waivers for landscaping with the condition they the cleanup of the section where the Welcome to Doylestown Township sign is located. They will provide landscaping and extend the Bike/Hike Trail. They suggest a HOA of the three lots to maintain the landscaping. He asked the Board if there were any questions.

Ms. Lyons inquired about the association taking care of the area where the sign would be, what do we have to do to make sure they do take care of that area? Mr. Fioravanti stated that there will be an association, there could be a blanket easement for the association where if the Township needed access to make a repair or inspect, they could come to the association for reimbursement.

Ms. Santacecilia inquired about the bike trail, if there was a trail that meets it at both ends? Ms. Mason stated that there are trails at both ends taking you to either the soccer fields at CNBJSA or Neshaminy Greenway Trail in both the Township and New Britain Township.

Ms. Santacecilia asked about the trees at that intersection, is there any safety or visibility issues with trees at that intersection, it is required but has safety concerns? Mr. Fioravanti stated they could be moved to the other side of the trail.

Mr. Clarke clarified with Mr. Fioravanti that two of the three waivers originally requested, there was one regarding the sidewalk that was being denied as part of the list of conditions. Mr. Fioravanti stated that he understood and accepted. It was recommended that in lieu of the sidewalk they will extend the trail.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the Preliminary and Conditional Land Development Plan for 3775 Bristol Road. The motion carried 5 – 0.

3775 Bristol Road – Planning Module

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the Planning Module for 3775 Bristol Road. The motion carried 5 – 0.

2025 Vehicle Lease Options

Ms. Mason stated that they discussed during budget process on leasing the new vehicles that were going to be purchased this year. They have a proposal from TD Bank for \$76, 903, this would be for four vehicles, two hybrid, one gas and one EV.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved Resolution #2679 to execute a vehicle lease agreement with TD Bank for three years. The motion carried 5 – 0.

Treasurers Report – February 18, 2025 – On motion of Ms. Lyons, seconded by Ms. Dixon, the Treasurers Report was approved. The motion carried 5 – 0.

Bills List – February 18, 2025 - On motion of Ms. Lyons, seconded by Ms. Dixon, the Bills List in the amount of \$1,047,973.76 was approved. The motion carried 5 – 0.

Public Comment – All Items

Mr. Ed Sheppard, resident, wanted to talk about transparency in government. In December the Board voted to raise taxes, it was a transparent vote. No one just shot an email to say we needed to raise taxes, that would be wrong. He found out something similar happened regarding our policy with cooperating with ICE, he knows this is a contentious subject. He doesn't think someone should be told to create a new policy via email and we will be good. Allentown had the same question in open debate with the public. He sent in a Right to Know request for this letter and all communication of that letter. He received an email requesting at 30-day extension for the documents, you don't ask for a 30-day extension if there are no documents to produce. He hopes that after the 30-days he will get the documents, he also pointed out that all five supervisors did not mention this new policy, it is not an agenda item under new business. Take the opportunity to be transparent with the public and tell what the new policy is and how it was implemented.


Ms. Herring stated to be very open and clear that there has been no new policy.

Mr. Clarke added that the supervisors have not debated, enacted or implemented any new policies regarding this topic. In addition, the right to know law requires that we do a thorough review searching for any documents that may be responsive for a request, if any documents exist, they have to be reviewed for exemptions or they are public documents, that is the purpose of the 30-day extension.

Ms. Santacecilia stated that she believes the Board would follow the rule of law, she has complete faith in Chief Zeigler following law and guiding us. This is a contentious time, transparency and safety is important. People need to understand the difference between police, ICE and immigration.

ADJOURNMENT The meeting adjourned at 8:16pm.

Respectfully submitted,


Stephanie J. Mason, Township Secretary