



Board of Supervisors

Regular Meeting

425 Wells Road
Doylestown, PA 18901
215-348-9915
<http://doylestownpa.org>
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MINUTES

Tuesday, May 13, 2025

7:00 PM

Community Meeting Room

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

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

Guests: Jamie Boyle and Jamie Schlesinger from PFM via Zoom.

7:00 PM REGULAR MEETING

Pledge to the flag

Ms. Herring welcomed everyone to the meeting.

Public Comments Agenda Items Only

None

ANNOUNCEMENTS

- A. The next regular meeting of the Board of Supervisors will be held on Tuesday, June 17, 2025 at 7:00 PM.
- B. The Doylestown Township Board of Supervisors and Finance Committee will hold a Budget Work Session on Tuesday, June 3, 2024 at 5PM.
- C. The Doylestown Township Administrative Offices will be closed on Tuesday, May 20th for Primary Election Day and Monday, May 26 in observance of Memorial Day.
- D. The polling location for Doylestown Township Districts 3 & 4 has been officially changed. Voters in these districts who previously voted at Pebble Hill Reformed Church on Edison Furlong Road will now vote at the County Public Safety Training Center, located at 1760 S. Easton Road Doylestown.
The Board of Elections will notify all affected voters by mail. Each voter will receive an updated voter registration card with "Polling Place Change" clearly stamped in red. The Township has been informed that the required notices have been posted in both districts. In addition, the Township website has been updated in two locations to reflect the new polling place
- E. Touch A Truck – Saturday May 17th – 10:00AM – 1:00PM – Free fun for the whole family in Central Park.
- F. The Thompson Performing Arts Series at the C & N Amphitheater will kick off the 2025 season on Wednesday, June 4th at 7pm with the Bucks County Symphony. Please go to www.doylestownrec.org for the complete 2025 line-up.
- G. Doylestown Township Police – National Night Out – August 5th from 4PM to 8PM. Central Park – FREE. For more info www.doylestownpa.org
- H. 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: April 15, 2025 Work Session - On motion of Ms. Lyons, seconded by Ms. Dixon, the minutes of the April 15, 2025 Work session were approved. The motion carried 5 – 0.

April 15, 2025 Regular Meeting - On motion of Ms. Lyons, seconded by Ms. Dixon, the minutes of the April 15, 2025 Regular Meeting were approved with one minor spelling change. The motion carried 4 – 0, with Mr. Wood abstaining.

Ms. Herring asked the Board if there were any objections if they move the bank loan ordinance up so Ms. Doyle from PFM can make it to another meeting. The Board agreed, however, due to audio difficulties the Board moved on to the next item.

CORRESPONDENCE

Tile Works – Tile Fest '25 – Fee Waiver Request

Ms. Herring stated that they are looking for a waiver of the \$150 permit fee for Tile Fest '25.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the fee waiver request in the amount of \$150 for Tile Fest '25. The motion carried 5 – 0.

County of Bucks Almshouse Redevelopment – DCED Grant Funding Mixed-Use Housing

Ms. Mason stated that Bucks County is looking for a letter of support from the Township for their grant application with DCED.

There was some discussion from the Board regarding concerns that it was premature for the County to be submitting a planning grant since there was no plan, infrastructure, proximity to the prison, it is a busy area, it's a proposed mixed-use concept plan, the concept plan is in the beginning planning stages, sending a message that we agree to this grant application may obligate us to change zoning, without enough conversation. Giving a letter of support does not mean they can skip any steps in the process. Mr. Clarke stated that the Township is under no obligation to change zoning or approve plans, this letter does not bind the Township in any way. Ms. Mason stated that if their plan is not approved, they may have to return the grant, which has happened in the past. They perhaps could use the funding on another property. Just because we support them applying for a grant does not mean they will get the grant or that through the zoning/land development process that the Board will approve anything. Redrafting the letter with the Boards concerns is an option to protect the Township.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved sending a letter of support for Bucks County Almshouse Redevelopment DCED Grant Funding Mixed Use Housing. With the following additions: should the County be awarded the grant, the Township is under no obligation to approve any proposal for rezoning or intended uses that are not in the best interests of our Township residents. Doylestown Township supports the concept and vision of the Almshouse Redevelopment Project and is committed to continuing a dialogue and review of formal submissions. The motion carried 4 – 1 with Ms. Santacecilia voting Nay.

Ordinance for Bank Loan – Grant Anticipation Note

Jamie Schlesinger, PFM filling in for Ms. Doyle, presented the proposal received from First National Bank & Trust of Newtown. This is a short-term loan the concept is that it will be used to fund the cost of the project as the Township goes through the final grant process, when the Township receives funds, you will be able to use those funds to pay down this loan. Several proposals were received for the short-term loan with fixed interest rates ranging from 3.55% to 5.6%. We went with the lowest interest rate, reasonable fees and the loan is prepayable anytime without penalty. Their recommendation is First National Bank and Trust of Newtown at 3.55%. He went over the amortization schedule, this is a grant anticipation loan with a balloon payment that will occur on December 1, 2026. If the Township receives the grant funding earlier than anticipated the loan could be paid earlier, reducing the interest payments. Funds available on June 4th for the project. He asked the Board if there were any questions.

Ms. Santacecilia what the interest is to maturity. Mr. Schlesinger stated the total interest from settlement to maturity \$124,000. He pointed out that those funds will be deposited into an investment account.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the ordinance and accept the PFM recommendation of First National Bank & Trust of Newtown to be the lender. The motion carried 5 – 0.

REPORTS

Solicitor

Nothing to report.

Township Engineer

Nothing to report

Police Chief

Chief Zeigler stated that they are continuing with their scam awareness program two weeks ago at Pine Run Community over 80 people participated in the program, it was very well received. He commended the detectives for what they are doing & the information they are giving.

Dir. of Operations

Community Recreation Center & Park Improvements – Bocce Courts Artificial Turf Proposal

Ms. Mason stated that the bid from Lyons Recreation (COSTARS participant) in the amount of \$44,322.00 was lower than what was budgeted. She asked the Board for its approval to award the bid.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board awarded the purchase of artificial turf for the Bocce Courts to Lyons Recreation in the amount of \$44,322.00. The motion carried 5 – 0.

Green Light Go – Easton & Edison Furlong Roads Traffic Signal Improvements

Mr. Johnston stated that the Township solicited bids for traffic signal improvements at Easton & Edison Furlong Roads. Two bids were received, the low bid was from Armour & Sons Electric in the amount of \$400,065.00. He asked the board to approve the awarding of this bid.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board awarded the Green Light Go Easton & Edison Furlong Roads Traffic Signal Improvements to Armour & Sons in the amount of \$400,065.00. The motion carried 5 – 0.

Assistant Township Manager

Nothing to Report

Township Manager

Certified Public Finance Office (CPFO) Scholarship Award

Ms. Mason was happy to report that Anne Marie Dobson, Assistant Finance Director, has received a scholarship to pursue the Certified Public Finance Officer Certification through the Government Finance Officers Association (GFOA) Women's Public Finance Network. She was one of five recipients selected from across the country. This will cover key areas, budgeting, accounting, treasury and debt management. Ms. Mason and the Board congratulated Ms. Dobson.

Public Works Recognition

Ms. Mason was happy to report that Chris Mason, Parks & Recreation Superintendent, recently earned his designation as an ISA Certified Arborist through the International Society of Arboriculture (ISA) passing the test with high honors. This accomplishment reflects Chris's commitment to advancing his expertise and enhancing the Township's parks & recreation spaces. Ms. Mason and the Board congratulated Mr. Mason.

Supervisors

Ms. Santacecilia – congratulated the staff, wonderful to hear about our staff moving forward to not only benefit their abilities but enhances our Township. Looking forward to walking through the Community Recreation Center in the next week or so. She thanked Chief Zeigler for keeping our citizens 65 & older safe. She wished everyone a safe Memorial Day.

At this point Ms. Santacecilia excused herself due to family obligations at 7:33PM.

Mr. Wood – stated that the Planning Commission has things going on but not a lot moving. Two will be on the agenda later this evening looking for extensions. They toured the old Barn Plaza Movie Theater discussion on going for that property, the vision at this time is knocking down the existing building and building three smaller buildings, still in the planning stages but moving along. He extended his thanks to Chris. Mason and the Township staff for the postponed Arbor Day Event and taking care of the trees in the park. Mr. Mason knows his stuff and instructed me and my son not to cover the tree roots with mulch, as it effects their growth.

Mr. Wood spoke to the proclamation for May as Mental Health Awareness Month. He has struggled with anxiety issues, if he had not found help earlier in his life, he feels he would not be able to do his job as a supervisor. He knows that there are other people out there struggling, seeing people he looked up to talking about their difficulties with anxiety and depression, it takes a lot of bravery to talk about it. Seeking help can improve your life. Mr. Wood read the proclamation.

On motion of Mr. Wood, seconded by Ms. Lyons, the Board proclaimed May as Mental Health Awareness Month. The motion carried 4 – 0.

Ms. Herring – stated that along with May being Mental Health Awareness month it is also National Military Month. She recognized and thanked those who have served in the armed forces, the Veterans Affairs Committee at the County does amazing work, their annual golf outing will take place July 28th, they offer emergency assistance of food, shelter, clothing and fuel. She recognized Doylestown Township's Veterans Advisory Committee that meet the fourth Thursday every other month at 7PM, everyone is welcome. They are promoting a way to honor veterans in your households by dedicating part of the new flag pole for someone who served at the Community Recreation Center, \$25 per inch.

May is also Asian American Pacific Islander Heritage month, she wanted to recognize that a couple of weeks ago we had Desis of Doylestown in the park, there were dozens of women walking around in gorgeous sarees, it was a wonderful event to support girls' education and other women's initiatives.

Ms. Herring also touched on the subject of seniors receiving tax breaks in some form. This year Doylestown Township passed a resolution to ask legislature to allow us to offer rebates to seniors, widows, widowers over 55 and people with disabilities. She is happy that Doylestown Township passed this resolution, it went to the County Association to lobby with the state legislature and passed at PSATS our state association it passed there as well. She thanked everybody and hopes to make this happen soon.

Ms. Dixon – thanked Mr. Wood for his openness, you are inspiring to other people.

EAC did not meet this month, the Arbor Day celebration and volunteer event that went nicely.

Bike/Hike Committee met this morning, Ms. Santacecilia will be pleased that the trail codes and safety rules are currently being reviewed. Once finalized they will come before the Board for approval of an ordinance that might be needed. Once approved the rules of the trails will be affixed to signs. Pebble Hill to Green Street trail will be looking for approval from the Board for potential easements. Ms. Mason and the Bike/Hike Committee have been in touch with the neighbors; they are looking forward having easements on their properties for the safety of the residents not using the roads.

EV Charger Symposium was held on Earth Day. There were about dozen in attendance, a good representation of the community businesses, shopping centers, employers and rental apartments. Good feedback was very encouraging.

PSATS was last week, she attended with Ms. Mason, Ms. Lyons and Mr. Wood. She and Mr. Wood attended a session for Townships with populations over 10,000 people. The question was asked if anyone had any positive comments on selling their sewer systems and allowing someone else to run it and nobody raised their hand. She attended the session on pavement, maintenance is the key, it is nice to see we are on the right path. EV Charger Update for Fast Chargers across the state 74 are proposed, 12 installed, the installation of another 60 fast chargers should be installed over the next year/year and a half.

Ms. Dixon shared a brief statement regarding concerns about censorship in this country, anxiety about using our voice, students dragged off the streets by armed masked men, judges disparaged & maligned for their rulings, law firms for taking on clients with opposing points of view, university funding cuts, the use of the Justice Department to investigate adversaries, monologues edited on YouTube removing unflattering remarks, COVID information removed from official websites, rewriting history, information being filtered and censored.

As an elected official I feel the need to call this out. The First Amendment is the right to free speech, the most basic principle on which our country was founded. I may not agree with what you are saying but I defend your right to say it. Call or write Congressman Fitzpatrick, Senator Fetterman, Senator McCormick and ask them to speak up, join their colleagues and stand to protect free speech, stop censorship.

Ms. Lyons – introduced a proclamation celebrating 20 Years of Roxy Therapy Dogs. She asked that it be authorized by the Board and sent to Roxy Therapy Dogs.

On motion of Ms. Herring, seconded by Ms. Dixon, the Board authorized the proclamation be sent to Roxy Therapy Dogs. The motion carried 4 – 0.

There is a tentative ribbon cutting for the CRC and Park Improvements set for September 7th, 1PM to 4PM, Telecommunications Advisory Board is working on a new Community Recreation Center & Park Improvement Video. The Capital Campaign Committee and Parks & Recreation Board are working on ribbon cutting plans to include a community open house and vendors. The new bathrooms are in the works.

She thanked Ms. Dixon for her statement and feels it is amazing that she will follow with remarks of her own that she believes she has to make, or she will regret it. She apologizes for a delay in the remaining agenda items, but she will be brief. Ms. Lyons' statement is attached to these minutes as Exhibit A.

VI. UNFINISHED BUSINESS

None

VII. NEW BUSINESS

Ordinance for Bank Loan – Grant Anticipation Note

Moved and discussed earlier in the meeting.

Land Development

Fir Line Properties Land Development Plan / Extension Request

Location: 405 Edison Furlong Road TP# 09-022-108

Ms. Mason stated that we have received a request from Fir Line Properties, LLC for a Plan Review extension to June 30, 2025 and to be placed on the June 17th Board of Supervisors meeting agenda.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board granted the Plan Review Extension for Fir Line Properties, LLC (405 Edison Furlong Road) to June 30, 2025 and to be placed on the 6/17/25 Board Meeting Agenda. The motion carried 4 – 0

Doylestown Hill – Preliminary Land Development – Presentation – Plan Review Extension

Location: 1965 Turk Road TP# 09-017-042, 09-017-044 & 09-017-045

Ms. Mason stated that Doylestown Hill is here with at presentation, however, they have asked for a Plan Review Extension to August 23, 2025.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board granted the Plan Review Extension for Doylestown Hill (1965 Turk Road) to August 23, 2025. The motion carried 4 – 0.

Mr. David Shafkowitz stated that Doylestown Hill is a small piece of property located off of Turk Road which makes use of a private driveway known as Snyder Road. Sometime ago this project was presented as a sketch plan in need of some zoning relief, which has been granted. The use of Snyder Road and its connection to Turk Road and the connection to the 611 on-ramp. Through the planning process they discussed whether this connection should be maintained or closed. This was discussed with the Planning Commission at their last meeting on how this issue should be addressed. We wanted to present this to the Board before we move on to the next step with more detailed engineering, PennDOT approvals and returning to the Planning Commission with a more detailed plan.

Ms. Lyons asked about the plan and what it entails. Mr. Shafkowitz stated that this is a 10-unit townhome subdivision workforce housing, eight two-unit buildings and one two-unit building, overflow parking and a turn-around area proposed at the end of Snyder Rd. The site was originally zoned commercial, it was and still is occupied by residential housing. This particular plan went to the Zoning Hearing Board and received a dozen or so variances to allow for the development to occur. The only issue that has come up since that time is the access from Turk Rd. to Snyder Rd. to 611.

Ms. Dixon inquired if the turn-around area would be needed if there is no access to 611. How can we make a decision about an exit onto 611 without a traffic study? Mr. Shafkowitz stated that a traffic study has been done. The reason they are coming to the Board, there are several stakeholders involved in this decision, the applicant, adjoining properties owners, PennDOT, Planning Commission and Township Staff. This issue has been discussed the applicant, the adjoining property owners and PennDOT all agree that they would like to see the access terminated, it seems like a good idea for safety. All the property owners are all in agreement, they are working on the design component. The adjoining property owner already has access further down to the on-ramp at 611 and will be maintaining their access onto Snyder. Their goal today is to present the design idea, so they can go into further engineering of the plan. They would like to know they are going in the right direction. to get consensus from the engineers, PennDOT, Planning Commission and Chief of Police.

Mr. Sam Constanza, from Van Cleef stated Mr. Wood and Ms. Mason were at the Planning Commission meeting, so they know the history of this project. He pointed out some green areas on the plan turning blacktop area into grass, asking PennDot if they can plant some trees in the areas as well. Perhaps a cul-de-sac turn around area. Snyder Road, created in 1948, was never really opened. They propose only driveway access, community street with a turnaround area.

Mr. Johnston, Traffic Engineer stated that at one of the stakeholders' meetings, originally there was not a connection between the two adjacent properties and Turk Rd. He would like to see the impact study between your property and the adjacent property. If they could provide that, it would help if they could provide something that they can review.

The applicant will revise their plans and resubmit for future reviews by the planning commission.

Non-Uniform Defined Contribution Amendment – Authorization to Advertise

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board authorized the advertisement of the Amendment to Non-Uniformed Defined Contribution Plan that has been in effect since 2012. The motion carried 4 - 0.

Amendment 2025 Fee Schedule

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the amendment to the 2025 Doylestown Township Fee Schedule. The motion carried 4 – 0.

ZHBHudzen – 3775 Bristol Road – Request multiple variances with respect to impervious surface coverage & net buildable lot area for subdivision

Ms. Mason stated that this is a three-lot subdivision that the Board has already granted preliminary/final approval. In order to coordinate the water line and loop for DTMA, she spoke to Mr. Eaton, Executive Director of the Municipal Authority. It is her recommendation that we send a letter of support to the Zoning Hearing Board. they are asking for diminous relief in the impervious surface ratios because of the bike path and water line loop they lose building area.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved sending a letter to the Zoning Hearing Board for support of the plan. The motion carried 4 – 0.

DeAngelis -148 Woodcrest Lane – TP#09-025-164 – Variance request for driveway 5’ from property line where 10’ is required.

The application was sent to the Zoning Hearing Board without opposition by the Township.

Treasurers Report – May 13, 2025 On motion of Ms. Lyons, seconded by Ms. Dixon the Board approved the Treasurers Report. The motion carried 4 – 0.

Bills List – May 13, 2025 On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the Bills List in the amount of \$1,186,347.43. The motion carried 4 – 0.

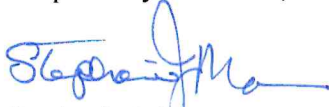
Public Comment – All Items

None

ADJOURNMENT

The meeting adjourned at 8:03pm

Respectfully submitted,



Stephanie J. Mason
Township Manager