



# Board of Supervisors

## Regular Meeting

~ Minutes ~

425 Wells Road  
Doylestown, PA 18901  
<http://doylestownpa.org/>

215-348-9915

---

Tuesday, August 20, 2013

7:00 PM

Public Meeting Room

---

### I. 7:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included Chairman; Barbara N. Lyons, Vice Chairman; E. Thomas Scarborough, Supervisors; Richard F. Colello, Shawn Touhill.

Township Staff in attendance included Township Manager; Stephanie J. Mason, Director of Operations; Richard E. John, Township Solicitor; Jeffrey P. Garton and Township Engineer; Mario Canales

Absent: Supervisor; Ryan Manion and Chief of Police; Dean A. Logan, in his absence, Lt. Matt O'Connor was present.

#### A. Pledge to the flag

The Board met in Executive Session, prior to the meeting to discuss matters of litigation.

#### B. Presentations – Bike / Hike Trails - T. Kelso

Mr. Colello presented Planning Commission Member; Thomas Kelso with the 2013 Doylestown Township Unsung Hero Award for his outstanding volunteer contributions for the township and stated it's is a better place because of it.

On behalf of the Board, Mr. Colello read a proclamation recognizing Mr. Kelso achievements to include volunteering time since his appointment to the Planning Commission in 1984. Mr. Kelso is also a member of the Joint Bike & Hike Committee, Open Space Farmland Preservation Board, 1998 Strategic Planning Committee and volunteers for various township projects, such as trail planning for the Bike and Hike Trail System. He also offers his expertise and skills by completing field work, consulting and producing maps to save the township time and money.

Mr. Kelso graciously accepted the award and stated a township can accomplish many things by working together. He thanked the township staff and supervisors and commented on how amazing the township works well together with its volunteers.

#### C. Visitors/Public Comments

Ms. Lyons announced Supervisor; Ryan Manion is absence due to her travels in Washington DC.

Resident; Eugene J Ott of 2023 Country Club Drive questioned the status of the development plan for a proposed assisted living facility off Route 611. Recently, Mr Ott noticed construction beginning along the area and informed the Board he never received notice the project had been approved. He asked if the plan and developer are the same as originally proposed and if the existing three acres near his home will be included in the development. Mr. Ott is concerned with stones and rocks rolling onto his property due to the flood plan area.

Mr. Garton reported on the condition of plan approval is that the developer is required to contact all neighboring residents adjacent to the property. He was surprised Mr. Ott was not informed of the numerous meetings between neighbors and township staff with new owners, Shelbourne Healthcare Group regarding buffers and stormwater for the development. In addition, several notices were mailed to residents. Ms. Mason added, Mr. Ott's residence is located outside the perimeter for required notices. Mr. Garton then reported the three acres is incorporated as part of the development plan, but will remain as open space. Ms. Mason offered to review the plans with Mr. Ott located in the administrative building.

Mr. Canales added, all stormwater management requirements were met, where a new outlet structure was installed on the existing basin onsite. Also, a new above ground retention basin is being constructed with two underground filtration basins.

Mr. Ott questioned if the development will have the same number beds as the original plan. Ms. Mason answered the plan may have less beds scheduled.

## II. ANNOUNCEMENTS

- A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, September 17, 2013.
- B. The Doylestown Township Administration Offices will be closed on Monday, September 2, 2013 in observance of Labor Day.
- C. Give the Gift of Life. The Red Cross will hold a Blood Drive on Friday, Sept. 6, 2013 from 2:30pm – 7:30pm at the Activity Center behind the Administration Offices. To schedule an appointment go to or contact the Township.
- D. Autumn Bird Walk – Sept. 28th, Central Park, 8:00AM – 10:00AM - \$5 per person
- E. Backyard Composting – Sept. 28th, Administration Building, 10AM – 12PM - Free

## III. MINUTES APPROVAL: July 16, 2013

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the July 16, 2013 Doylestown Township Board of Supervisors meeting minutes be approved.

MOTION CARRIED 4 to 0.

## IV. CORRESPONDENCES

- A. Proposed Traffic Signal York Road & Rogers Road – PennDOT Denial

Ms. Mason reported correspondence was received from PennDot denying Temple Judea's application for a proposed traffic signal off Route 263 and Rogers Road due to traffic volume not warranted. PennDot suggests once the Pavilion at Furlong's property is developed, a new traffic signal application will be considered.

Resident; Ken Snyder of 50 Fox Croft Drive questioned if any new traffic issues have occurred since the opening of Temple Judea. Lt. Matt O'Connor was unaware of any new traffic issues. Mrs. Lyons

added the application for a new traffic signal was submitted for consideration in the absence of the Pavilion at Furlong development. Since the property was never developed, the application from Temple Judea was denied since traffic volume has not changed.

**B. Resignation of Council Member – EAC**

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors accept with regrets, Kellie A. McGowan's resignation from the Doylestown Township Environmental Advisory Board.

MOTION CARRIED 4 to 0.

Mr. Touhil made a MOTION; seconded by Mr. Scarborough the Doylestown Township Board of Supervisors accept with regrets, Rosemary Huether's resignation from the Save Kids Castle Committee.

MOTION CARRIED 4 to 0.

**V. REPORTS**

**A. Solicitor**

No Report

**B. Police Chief**

No Report

**C. Township Engineer**

No Report

**D. Manager**

**1. Boards and Commissions Handbook**

Ms. Mason presented the proposed Boards and Commissions Handbook noting guidelines which outlines the structure of the township's various departments. Guidelines are also outlined for Board of Supervisor Liaisons and each Board and Commissions member on how to address issues and make recommendations.

Mr. Colello is in favor of the handbook, but noted several cosmetic changes needed to be made with verbiage and grammar.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors adopts and approves the Boards and Commissions Handbook to include corrections suggested by Mr. Colello.

MOTION was ADOPTED 4 to 0.

**2. Ratification of Top Soil Relocation – Shelbourne**

Mr. Colello made a MOTION; seconded by Mr. Scarborough the Doylestown Township Board of Supervisors ratify actions made on August 9, 2013 that electronically approve Sheldbourne Healthcare Group to relocate top soil onto Township property.

MOTION was ADOPTED 4 to 0.

## 3. Chem-Fab Update

Ms. Mason reported on her attendance earlier this month at the EPA meeting with Doylestown Borough. The Chem-Fab is moving along, but the committee is finding difficulties with raising appropriate funds. However, there are enough funds to install additional monitoring wells along the Township open space in Cooks Run.

Ms. Mason is hopeful additional monitoring wells will be installed in the future.

## 4. Dedication Ceremony of Game Grove and Life Trail –

Ms. Mason reported the Doylestown Township Game Grove has been completed and the Life Trail installed.

The Doylestown Township Board of Supervisors agreed by consensus to schedule the Doylestown Township Game Grove and Life Trail ribbon cutting ceremony on Tuesday, September 17, 2013 at 4:00pm.

## E. Supervisors

Mr. Colello recently walked through the Life Trail and commented the trail is being well used by residents. Mr. Colello then reported through the assistance of the residents, the Traffic Advisory Council has been successful with speeding issues. One idea that has been successful is raising the citation fees for speeding. A lane is currently visible at Edison Furlong Road, where a dedicated left hand turn signal will be installed. Also, the township police department suggested extending the lines and place additional signage for safety. Mr. Colello concluded by inviting anyone interested to attend the Traffic Advisory Meetings. Meeting dates are listed on [www.doylestownpa.org](http://www.doylestownpa.org).

Mr. Scarborough reported the West Nile Virus has been detected in Bucks County. He reminded all residents to avoid keeping standing water, such as in tires and buckets to prevent the spread of the virus.

Mr. Touhill reported the Park & Recreation Department's Fall Program Guide is now available and filled with many interesting programs, such as the Bird Walk and an Environmental Advisory Council seminar regarding native plants.

The Friends of Doylestown Dog Park annual membership renewals are due.

Save Kids Castle Committee restoration project continues to progress with the addition of new decking, roof, entrance, exit lanes and play items. Artwork has been restored and the maze inside the castle has been revitalized. Opening is anticipated once the amphitheater, fencing, security cameras are installed and various inspections completed.

The Board agreed by consensus to schedule the Budget Work Sessions on September 24th and October 15th, both beginning at 4:00pm, as per Mrs. Lyons recommendation. The Ways and Means Committee will attend to review the Township's 2014 Budget with the Board.

Mrs. Lyons reported on local Attorney; Eric G. Marttila's compliments towards Director of Parks & Recreation; Karen Sweeney's efforts with the Sounds of Summer Concerts. He forwarded a letter President of Doylestown Borough Council and the Doylestown Township Board of Supervisors expressing his appreciation of the concert series, especially a performance by the Darling Band.

**VI. UNFINISHED BUSINESS****A. Hot Air Balloons**

Ms. Mason reported on the recent recommendation from the Doylestown Township Planning Commission to authorize a letter be forwarded to all members of the Great Eastern Hot Air Balloon Association outlining guidelines for flying safely in and around Doylestown Township. The letter comes after an October 2012 occurrence, where a dog was killed by a motor vehicle after being frightened by a low flying balloon.

Mrs. Lyons questioned Great Eastern Hot Air Balloon Association member; Joe Doerer if the Association addressed all residents' concerns with hot air balloons. Mr. Doerer answered issues have been addressed and continue to be considered. Mr. Colello commented Mr. Doerer traveled from Whitehouse Station, New Jersey to attend three meeting in order to represent the GEBA. He added through Mr. Doerer efforts and patience, all residents' concerns were addressed. Mr. Doerer responded the GEBA's goal is to work with the community to make it work.

The Doylestown Township Board of Supervisors agreed by consensus to authorize the Great Eastern Hot Air Balloon Association forward a letter outlining flying guidelines for safety when traveling along Doylestown Township and the surrounding area, as per the recommendation of the Doylestown Township Planning Commission.

**B. Township Community Media Policy (Social Media)**

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors authorize the township implement a Township Community Media Policy for social media use, such as Facebook and Twitter.

MOTION was ADOPTED 4 to 0.

**C. In Depth Bridge Inspection**

Ms. Mason reported upon the Board's request after the April 16, 2013 regular meeting, six request for proposals were sent to companies recommended by Roman Jastrzebski. Four In Depth Inspection of Bridges proposals were received from engineering firms.

A discussion ensued amongst the Board and Ms. Mason identifying what bridges are owned by the county, township and PennDot.

Ms. Mason continued Mr. Jastrzebski noted seven additional bridges he believes will qualify for the PennDot In Depth Inspection of Bridges program. On behalf of the township, Mr. Jastrzebski anticipates receiving the Township's approval from PennDot to add the additional seven bridges to the program. The request for proposals outlined options to be completed to a total of 34 bridges in the event PennDot does not approve the additional seven bridges.

Ms. Mason then noted the four proposals received include an in depth inspection to all 34 bridges with a cost of limited to reviews for the seven additional structures. The lowest quote was received by Pennoni Associates at \$50,000. She added all funds are currently available through the township's general funds account as confirmed by Township Finance Director; Ken Wallace.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve Pennoni Associate's In Depth Bridge Inspection proposal of \$50,000 and authorize inspection completed to a total of 34 bridges with a limited review of additional 7 bridges as per the recommendation from Township Manager; Stephanie J. Mason and Director of Operations; Richard John.

Mr. Colello commented monies should be released by the State to assist in the costs to repair the bridges and normally occurs during the holidays. He then encouraged Pennoni Associates have a proposal ready to go for review.

Resident; Ken Snyder questioned will the in depth inspection process take long since top priority bridges in need of immediate repair. Mr. Garton answered; specifications were needed to be completed and provide time for companies to review them. Mr. Snyder is concerned it will be approximately six months before inspection can begin. Ms. Mason explained even if funding was available, design, engineering and permitting of plans would take approximately six months to a year to complete before bridges can be repaired. Mr. Canales added four bridges were noted in red as immediate repair in Mr. Jastrzebski's April 2013 report. However, the bridges are not in imminent danger of failing. Pennoni will alert the Board of any bridges in need of emergency repairs during their inspections by a stop gap measure.

MOTION was ADOPTED 4 to 0.

## VII. NEW BUSINESS

### A. *Blueberry Hill – Amended Final Land Development*

Mr. Garton reported the Blueberry Hill Amended Final Land Development Plan was submitted to reflect the construction of a playground area to reconfigure the walkways for the proposed daycare entrances. The prepared plans were designed by Bohler Engineers on September 27, 2007 with revised plans submitted by Fioravanti, Inc. On May 28, 2013, last revised July 25, 2013. The Doylestown Township Planning Commission recommended the plan for approval on July 22, 2014 subject to certain conditions.

Mr. Garton introduced Mr. Vincent Fioravanti, PE who noted the playground using a expanded copy of the grading plan. The amendment is to add the playground building to the adjacent building in order to service the daycare. In August 2008 the Zoning Hearing Board approves a daycare use and playground for the site. The new playground is now smaller at 3,173 square feet with a different shape with new materials used for surfacing as per new regulations. Due to imperious surface issues, the playground is smaller and does project 10 feet closer to the right of way. Mr. Fioravanti concluded the owners are glad to see the site come to life with new tenants.

Upon Final Land Development approval on behalf of the Doylestown Township Board of Supervisors, Township Solicitor; Jeffrey P. Garton presented the applicants with the following conditions set forth....

1. Compliance with the Boucher & James, Inc. report dated August 13, 2013, including the need to deal with Item No. 2 related to replacement trees and/or a contribution to the Township tree bank;
2. Compliance with all Zoning Hearing Board Decisions, except as modified by a subsequent Decision of the Doylestown Township Zoning Hearing Board;
3. Receipt of all permits and approvals from any agencies having jurisdiction over such matters to the extent applicable;
4. Applicant to pay all expenses incurred by the Township, including professional services costs, related to the Application for the Amended Final Plan; and
5. All prior approvals are ratified and reaffirmed subject only to the modifications to same as set forth in the Amended Final Plans.

On behalf of applicants; Blueberry Hill, Mr. Fioravanti agreed to comply with all conditions.

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve applicants; Blueberry Hill Amended Final Land Development plan with conditions set forth by Jeffrey P. Garton.

MOTION was ADOPTED 4 to 0.

B. Eagle Scout Proclamation – Deiter Thomas Hanbicki – Troop 6

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve Boy Scout Troop 6 member; Deiter Thomas Hanbicki be awarded rank of Eagle Scout at the August 25, 2013 Eagle Scout Court of Honor Ceremony.

MOTION was ADOPTED 4 to 0.

C. Poole's Corner – PennDOT Sidewalk Maintenance Agreement

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the Sidewalk Maintenance Agreement between the Township and the Pennsylvania Department of Transportation (PennDot) in the amount of \$10,000 with regards to improvements made towards Poole's Corner.

MOTION was ADOPTED 4 to 0.

D. Zoning Hearing Board – W. Kummer RLT, 525 Pebble Hill Road – Request

The Doylestown Township Board of Supervisors agreed by consensus to forward Wilma C. Kummer Revocable Living Trust at 652 Pebble Hill Road request for variance to the Zoning Hearing Board.

E. Treasurers Report – August 20, 2013

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the August 20, 2013 Treasurer's Report.

MOTION was ADOPTED 4 to 0.

F. Bills List – August 6, 2013 and August 20, 2013

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the August 6, 2013 Bill's List.

MOTION was ADOPTED 4 to 0.

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the August 20, 2013 Bill's List.

MOTION was ADOPTED 4 to 0.

## VIII. ANNOUNCEMENTS

- A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, September 17, 2013.
- B. The Doylestown Township Administration Offices will be closed on Monday, September 2, 2013 in observance of Labor Day.

- C. Give the Gift of Life. The Red Cross will hold a Blood Drive on Friday, Sept. 6, 2013 from 2:30pm – 7:30pm at the Activity Center behind the Administration Offices. To schedule an appointment go to or contact the Township.
- D. Autumn Bird Walk – Sept. 28th, Central Park, 8:00AM – 10:00AM - \$5 per person
- E. Backyard Composting – Sept. 28th, Administration Building, 10AM – 12PM - Free

**IX. ADJOURNMENT**

The August 20, 2013 Doylestown Township Board of Supervisors meeting was adjourned at 7:55pm.

Respectfully submitted by



Stephanie J. Mason  
Secretary