



Board of Supervisors

Regular Meeting

~ Minutes ~

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

Tuesday, December 17, 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 and Ryan Manion.

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

A. Pledge to the flag

B. Presentations

1. Military Personnel Recognition Program – Gy. Sgt. Julio A. Rodriguez

On behalf of the Doylestown Township Board of Supervisors, Mrs. Lyons presented Gunnery Sergeant Julio A. Rodriguez the first Military Personnel Recognition Award. The Military Personal Recognition program is to recognize, support and thank Doylestown Township residents who recently joined, are currently serving or recently retired from active military service in all branches of the United States.

Mrs. Lyons presented Gy. Sgt. Julio A. Rodriguez of the United States Marine Corps with a Certificate of Appreciation dated December 17, 2013 in recognition of his dedicated service as his wife Luisa looked on.

2. Recognition of Service

Mike Sturgeon

On behalf of the Doylestown Township Board of Supervisors, Mrs. Lyons presented township staff member; Mike Sturgeon with a Certificate of Recognition for his 14 years of service in the public works department upon retiring effective December 20th.

Joseph Nerz

On behalf of the Doylestown Township Board of Supervisors, Mrs. Lyons presented township staff member; Joseph Nerz with a Plaque of Recognition for 24 years of service in the public works department upon his retirement.

Carol Scarborough

On behalf of the Doylestown Township Board of Supervisors, Mrs. Lyons presented township tax collector; Carol Scarborough with a Plaque of Recognition for 24 years of service upon her retirement.

Mrs. Scarborough commented her experience as tax collector has been rewarding and taxing. She then thanked the Board and township staff.

Mrs. Lyons then presented Mrs. Scarborough with commendations from State Senator; Charles T. McIlhinney, Jr. And State Representative; Marguerite Quinn recognizing her service to the people of Doylestown Township, County of Bucks, Commonwealth of Pennsylvania and Central Bucks School District as noted on the House and Senate floor.

E. Thomas Scarborough

On behalf of the Doylestown Township Board of Supervisors, Mrs. Lyons presented Board of Supervisor member; E. Thomas Scarborough with Resolution 736 as a member of the Doylestown Township Board of Supervisors recognizing his 18 years of service to the people of the township. Mrs. Lyons noted Mr. Scarborough accomplishments to include his appointment to the Board in 1995, and association with the Bucks County Association of Township Officials, liaison to many Township Boards and Commissions, such as the Environmental Advisory Council., Telecommunications Advisory Board and Public Water & Sewer Advisory Committee. During his time as a member, Mr. Scarborough was instrumental in planting thousands of trees in the township as part of the TreeCity USA program, initiated the government access channel, Doylestown TV, preserved open space, updated the 537 Sewage Facility Plan, helped create the Septic Management Program, Oktoberfest, Bike and Hike path plan and responded to thousands of citizens concerns.

Mr. Scarborough stated it was a great honor and privilege to serve the people of Doylestown Township and it's a great place to live, work and play. He continued, the township is fortunate to have great employees that allowed the Board to accomplish great things, such as with the park system and roads.

The Board then presented Mr. Scarborough with a plaque, a framed mural print of the township. Commendations were also presented from State Senator; Charles T. McIlhinney, Jr. And State Representative; Marguerite Quinn recognizing his service.

3. Neshaminy Greenway – Paul Gordon, BC Planning Commission

Tabled

C. Visitors/Public Comments

Executive Session:

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

Visitors \ Public Comments:

Mrs. Lyons reported the Neshaminy Greenway presentation scheduled for this evening has been postponed until January, 2014 due to technical difficulties. She then recognized and introduced former Doylestown Township Police Chief; Stephen White and Doylestown Borough Council Ward 2; Joseph Flood.

II. ANNOUNCEMENTS

- A. Doylestown Township Municipal Offices will be closed Wednesday, December 25, 2013 in observance of Christmas and Wednesday, January 1, 2014 in observance of New Year's Day.
- B. The Board of Supervisors Reorganization meeting is scheduled for Monday, January 6, 2014 at 4:00 PM.

- C. Doylestown Township Board of Auditors Reorganization meeting will be held on Tuesday, January 7, 2014, at 7:00 PM.
- D. The next regularly scheduled meeting of the Board of Supervisors will be held on January 21, 2014 at 7:00pm.
- E. Christmas Tree Drop-Off - Trees can be dropped off at the New Britain Road entrance of Central Park anytime between December 26th – February 15th

III. MINUTES APPROVAL –Regular Meeting - December 3, 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion the December 3, 2013 Doylestown Township Board of Supervisors Regular meeting minutes be approved.

MOTION CARRIED 5 to 0.

IV. CORRESPONDENCES

None

V. REPORTS

A. Solicitor

No Report

B. Police Chief

On behalf of the Doylestown Township Police Department, Chief Logan thanked Mike Sturgeon and Joseph Nerz for their services and noted the department could not exist without their assistance with fleet maintenance, ordering of vehicles, building maintenance and ensuring the officers where they needed to be.

Chief Logan then thanked Mr and Mrs. Scarborough for their service by indicating it was an honor and pleasure knowing them since he was ten years old and working with them.

Chief Logan reported an email was received from Bucks County indicating the new police radios have arrived. He then informed a staff representative of the township is needed to appear at the Finance office to sign a promissory note and provide a down payment.

C. Township Engineer

No Report

D. Manager - Pooles Corner Update

Ms. Mason updated the Board of the Pennsylvania Department of Transportation (Penn Dot) letter received in response to Clyde and Betsy Payn's December 2, 2013 request to have a sound barrier considered as part of the realignment along the section of Poole's Corner to decrease traffic noise and light off the Route 202 Parkway. Penn Dot's response indicated improvements for Poole's Corner do not address traffic and lights concerns, due to issues being ongoing and existing. Ms. Mason recommends communicating with state legislators to request assistance.

Mrs. Lyons reported upon receipt of Penn Dot's District Executive 6-0, December 6, 2013 letter she contacted the project manager who indicated the noise off the Route 202 exit at Poole's Corner was not created by Penn Dot. However, they are creating an alleviation of the situation by keeping the traffic

moving along Poole's Corner. The issue is beyond the scope of the realignment project and cannot resolve the issue with sound barrier prevention or mitigation. However following completion of the project, a study can be completed six months after to review options for remediation of traffic sound.

E. Supervisors

Mr. Touhill thanked all members of the Boards and Commissions for their great efforts and time. He then encouraged anyone interested to volunteer.

Mr. Scarborough thanked the Roads Department for a job well done in keeping the township a safe place to drive with road clearing during recent snow storms.

Mr. Colello reported land development applicants; Hallmark Homes will present at tonight's meeting to receive approval of a minor subdivision plan. He noted the plan has become a key part in continuing the bike and hike trail. By the end of 2014, residents will be able to walk from The Market at Delaware Valley College to the Route 202 Parkway and back. He thanked and appreciates all developers assistance with the completion of the trails.

Ms. Manion thanked all award recipients for their service, especially Mr and Mrs. Scarborough for their combined 42 years of service.

Mrs. Lyons proudly reported the Pennsylvania State Association of Township Supervisors (PSATS) awarded Doylestown Township 1st place for the Park and Recreation Program Guide for the 46th annual Citizens Communication Contest and 3rd place for the Dog Park Application and Information program.

Mrs. Lyons reported in response to the Sandy Hook incident in Connecticut, Senator Stuart Greenleaf initiated SR 160, The Joint State Government Commission on violence prevention, where an advisory committee was created to provide recommendations to the General Assembly. Mrs. Lyons served as one of twenty five members and assisted in creating a 235 page recommendation to the new legislation that will help curb violence in schools along the communities across the commonwealth. The recommendations are currently in draft form and the last conference will be held on Thursday, December 19, 2013. Upon finalization, Ms. Lyons will produce a copy of all recommendations to Doylestown Township. She thanked everyone for their input and anticipates everyone will be pleased with the results.

VI. NEW BUSINESS

A. 2014 Final Budget

Ms. Mason presented the Board with the final 2014 Doylestown Township Budget to include services remaining the same, no tax increase, budget is balance and remaining at 10.25mils. The average value of a assessed home is at \$40,055.00 and will pay \$410.56 in real estate taxes. 37% of the budget is towards police services. Necessary appropriations have been budgeted by the Board for projects, such as, \$150,000 for fuel management system, \$55,810 for police vehicle in-car cameras, \$390,000 for traffic upgrades as a reimbursable grant, grant funding for Destination Peace Valley and Neshaminy Greenway. Projected revenues for 2014 are \$13,202,850, use of reserve funds are \$1,521,273, projected expenditures at \$14,497,307, projected fund balance at \$5,615,713.

Mrs. Lyons thanked the Ways and Means Committee and Finance Director; Kevin Wallace for their hard work in the creation of the 2014 Budget.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve and adopt the 2014 Doylestown Township Final Budget as reported by Township Manager; Stephanie J. Mason.

MOTION was ADOPTED 5 to 0.

B. Resolution – Fixing the Tax Rate for Fiscal Year Ending December 31, 2014

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors adopt the Resolution to fix the tax rate for Fiscal Year ending December 31, 2014.

Resident; Lee Schwarz of 189 Sunset View Drive questioned if the milage will be reallocated back into debt services. Ms. Mason responded yes.

MOTION was ADOPTED 5 to 0.

C. Eagle Scout Proclamation – Brian Q. Rafferty – Troop 24

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors to formally award Boy Scout Troop 24 member; Brian Q. Rafferty rank of Eagle Scout as presented at the November 30, 2013 Eagle Scout Court of Honor ceremony.

MOTION CARRIED 5 to 0

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors award Boy Scout Troop 71 member; Travis James Johnson rank of Eagle Scout at the January 5, 2014 Eagle Scout court of honor ceremony.

MOTION CARRIED 5 to 0

D. Tax Collector Transition

Mr. Colello made a MOTION; seconded by Mr. Scarborough the Doylestown Township Board of Supervisors formally appoint Thomas McCambridge as Deputy Tax Collector for Doylestown Township.

MOTION CARRIED 5 to 0

Mrs. Lyons requested to view the original Municipal Government Unit Corporation Authorization Resolution before Board approval. Ms. Mason indicated the draft will be available as part of the Board's documents to be signed.

Ms. Carol Scarborough reported since the township's and tax collectors' accounts have the same identification number and located at the same bank, it's extremely important that one of the accounts specifies Doylestown Township Tax Collector. Unless there is a different identifier, a great portion of funding and moving of monies is for Bucks County and the tax collector's account. In some cases, Central Bucks School District checks are combined.

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the Municipal\Government Unit Corporation Authorization Resolution be signed naming TD Bank as the financial institution for the Doylestown Township's Tax Collector.

MOTION was ADOPTED 5 to 0.

E. Greenways, Trails and Recreation Program Grant Agreement – Sensory Trail

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors recognize and accept the Agreement with the Commonwealth of Pennsylvania Commonwealth Financing Authority regarding the Greenways, Trails and Recreation Program Grant Agreement that awards the amount of \$221,190.00 towards the Townships Sensory Trail.

MOTION was ADOPTED 5 to 0.

F. Emergency Hook Up to Public Sewers – 140 Willowbrook Drive

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve an emergency public sewer hookup be granted to Sean Hamsher and Leslie Molinari at 140 Willowbrook Drive from the King's Plaza Water Facility.

MOTION CARRIED 5 to 0.

G. Request to Send Vehicle to Auction

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve a 2009 Crown Victoria, serial number 2FAHP71V99X131532 be sent to JJ Kane's January 24, 2014 auction.

MOTION CARRIED 5 to 0.

H. Land Development

1. Hallmark Homes – Minor Subdivision -Final

Mr. Garton reported applicant; Hallmark Home Group filed a Minor subdivision plan seeking to subdivide tax parcel 9-7-29-1 into two lots. The plans have been prepared by Eastern Chadrow Associates, dated October 8, 2013. The Doylestown Township Planning Commission has recommended approval of the plan with the following conditions...

1. Compliance with the Pickering Corts & Summerson report dated October 30, 2013, but the Board of Supervisors did grant waivers from the following provisions of the Subdivision Land Development Ordinance.

a. From the provisions of Section 153-20.C(10), so as to not be required to show the location of water courses, wells and other improvements within 400 feet of the site, as the applicant has provided an aerial photograph

b. From the provisions of Section 153-24.B(2)(a), so as to be relieved of the responsibility to widen Shady Retreat and Beulah Roads, but the right-of-way will be offered for dedication;

c. From the provisions of Section 153-25.A(1), so as not to be required to have sidewalks on both sides of the two streets;

d. From the provisions of Section 153-26A(1), so as not to be required to install concrete curbs along the two streets;

e. From the provisions of Section 153-27A(5), so as to be permitted to have a 12% grade for the driveway on Lot No. 2; and

f. From the provisions of Section 153-39(D)(1) to permit grading of 3:1 slope in the area of driveways instead of 4:1, resulting in less site disturbance and tree removal.

2. Compliance with the Boucher & James report dated November 20, 2013;

3. Compliance with the Pennoni report dated December 12, 2013;

4. Receipt of all permits and approvals from any agencies having jurisdiction over such matters

including the Bucks County Conservation District, the DEP, etc.;

5. Funding and execution of the Development and Financial Security Agreements;
6. Compliance with the Bucks County Planning Commission report dated November 20, 2013;
7. Compliance with the Michael Baker Engineers' letter dated November 22, 2013, except to the extent it conflicts with the recommendation of the Bike and Hike Committee which is hereinafter noted. The Developer will convey, in fee, a twenty-five (25) foot wide area adjoining the railroad, which twenty-five (25) foot area shall begin at the Shady Retreat Road frontage and end at the Beulah Road frontage. This area will be used for a trail for Doylestown Township. The Developer will clear a meandering ten (10) foot wide area for the trail with the understanding that the Developer will do its best to preserve as many trees as possible to preserve the buffer area. Developer will improve the ten (10) foot wide path area with four inches of modified stone. The twenty-five (25) foot wide lot will be conveyed to the Township subsequent to the approval of the Plans. The owners of Lot 1 and 2 as noted on the plan shall be permitted to incorporate into their impervious surface calculations, that portion of the twenty-five (25) foot wide area being conveyed to the Township that was removed from either Lots 1 and 2. The owners of Lots 1 and 2 are permitted to place a fence along the edge of the twenty-five (25) foot wide area conveyed to the Township, notwithstanding the setback requirements set forth in the applicable Township Ordinances. The Developer shall also place a split rail fence at the entrance to the trail on Shady Retreat Road and at the entrance to the trail at Beulah Road for the purpose of delineating the start of that portion of the Doylestown Township trail system;
8. The driveway area will be cleaned up and a drain pipe will be checked to make sure it is functioning;
9. Applicant to pay a fee in lieu of recreation for each of the two new lots created by the subdivision in accordance with the Doylestown Township Fee Schedule;
10. Applicant to pay a \$1,000.00 per lot off-site improvement fee, which said sum shall be paid as each building permit is drawn for the two single family dwellings to be constructed on the two lots; and
11. Applicant to pay any and all costs incurred by the Township in connection with this application including professional fees.

On behalf of the applicants, Attorney for Hallmark Homes Group; Giovanna M. Raffaelli agreed to all conditions.

Mr. Scarborough made a MOTION, seconded by Mr. Colello the Doylestown Township Board of Supervisors approve applicants; Hallmark Homes Group Final \ Minor Subdivision plan located along Shady Retreat Road to include conditions set forth by Township Solicitor; Jeffrey P. Garton.

MOTION was ADOPTED 5 to 0.

2. Shumack, Kwiatkowski & Pfluger Tract – Sketch Plan

Mr. Garton reported approximately 18 to 20 years ago, developer Dick Doyle subdivided some acreage in Doylestown Township and dealt with sewage issues by virtue of having a ten acre exception of having a on-site approved public sewer system. As part of the approval for the subdivision, the Board of Supervisors at the time imposed a restriction that lots could not be further subdivided. On behalf of three

residents along the property, Attorney; John VanLuvanee requested Board approval to remove the restriction and permit the three lots to be subdivided.

Mr. Garton advised the Board they are under no obligation or prevention to remove the condition to permit the three lots be subdivided. It is only a matter of review and can respond in good judgment. Mr. Garton explained, Mr. VanLuvanee is also seeking Board's recommendation before his clients invests additional monies for the plan. The plan includes letters from residents who purchased lots, consenting to the subdivision with one resident noting a condition.

Mr. VanLuvanee addressed the Board by informing as per Township staff's recommendation the plan was presented to the Doylestown Township Planning Commission in August and October of 2013. In his May 30, 2013 letter to Township Manager; Stephanie J. Mason noting a sign off from all property owners along the subdivision site. The site was originally a six lot rural resident subdivision. There was a restriction against further subdivision imposed of three out of the six lots (3,4 and 5), lots 1,2 and 6 were not restricted. The reason for the restriction is Mr. Doyle did not want to construct a cul-de-sac street, which would have solved the problem at the time.

Mr. VanLuvanee then presented the Board with several documents to include the original recorded plan dated December of 1985 showing three lane lots with narrow strips going towards Almshouse Road showing the three properties subject to restriction against further subdivision and the November 25, 1985 Planning Commission meeting minutes which notes a recommendation from the Board resulting in a final approval of a subdivision. The minutes also indicates the Planning Commission thought the plan would be better served with a cul-de-sac, which would not require the restriction placed on the property owners against future subdivision on a ten acre lot. Mr. VanLuvanee then informed of comments from a township historian indicating when a sewer easement was placed across the back of three of the lots, two EDUs were granted to each of the property owners with one having a life expectancy of ten years. When the sewer connection was installed, two lines were installed on each of the lots to facilitate a future public sewer connection. A proposed sketch plan with a google earth picture of the site was also provided, as per the request of the Planning Commission. The sketch plans shows the existing homes and how the subdivision would be designed. Mr. VanLuvanee concluded by stating at the October, 2013 Planning Commission meeting no member had an objection of the plan. There would be no more than one additional lot to be constructed on any of these properties, which is a restriction the applicants agree to impose. Further, the applicants request the Board's direction in lifting the restriction before proceeding with the expense of engineering of the plan.

Mr. Colello commented the decision made in 1985 by the Planning Commission was a give and take situation and a different time, where the landscape was much different then now. However, he was impressed with having signatures from all effective neighboring residents in agreement to request removal of the restriction.

Mr. Colello made a MOTION; seconded by Mr. Scarborough that the Doylestown Township Board of Supervisors will remove the condition so as to permit the three lots to be subdivided conditioned upon all legal forms being filed evidencing the concurrence of all individual lot owner to the removal of the restriction and further conditioned upon the subdivision application being approved. Further, Shumack, Kwiatkowski & Pfluger shall be allowed to proceed with the engineering process related to the subdivision plan.

MOTION was ADOPTED 5 to 0.

I. Treasurer's Report – December 17, 2013

Mrs. Lyons introduced Doylestown Township New Tax Collector; Sarah Tomlinson and member of the Board of Supervisors; Kenneth Snyder effective January 1, 2014.

Treasurer's Report - December 17, 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors approve the December 17, 2013 Treasurer's Report.

MOTION was ADOPTED 5 to 0.

J. Bills List – December 17, 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors approve the December 17, 2013 Bill's List in the amount of \$318,492.47.

MOTION was ADOPTED 5 to 0.

VII. ANNOUNCEMENTS

- A. Doylestown Township Municipal Offices will be closed Wednesday, December 25, 2013 in observance of Christmas and Wednesday, January 1, 2014 in observance of New Year's Day.
- B. The Board of Supervisors Reorganization meeting is scheduled for Monday, January 6, 2014 at 4:00 PM.
- C. Doylestown Township Board of Auditors Reorganization meeting will be held on Tuesday, January 7, 2014, at 7:00 PM.
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- E. Christmas Tree Drop-Off - Trees can be dropped off at the New Britain Road entrance of Central Park anytime between December 26th – February 15th

VIII. ADJOURNMENT

The December 17, 2013 Doylestown Township Board of Supervisors Regular meeting was adjourned at 7:52 p.m.

Respectfully submitted by,

Stephanie J. Mason
Secretary