



Board of Supervisors

Regular Meeting

425 Wells Road
Doylestown, PA 18901
www.doylestownpa.org
Twitter: @DoylestownTwp
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215-348-9915

~ Minutes ~

Tuesday, March 17, 2015

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; Richard F. Colello, Supervisors; Ken L. Snyder, 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

The Board met in Executive Session, prior to the meeting to discuss personnel and contract regarding the Police Benevolent Association (PBA).

B. *Presentation*

1. *Unsung Hero*

On behalf of the Board, Mrs. Lyons presented Telecommunication Advisory Board Chairman; Ed Ebenbach with the 2015 Unsung Hero Award in recognition of his contributions in making Doylestown a better place.

Mr. Colello read a proclamation outlining Mr. Ebenbach's accomplishments including, his membership with the Telecommunication Advisory Board and Ways & Means Committee, developed the financial model system improving the township's financial planning, aided in the creation of the township's government channel, contributed significantly to franchise negotiations and leading the Horsham Chamber of Commerce. Through his contributions, Mr. Ebenbach provided his time, energy and resources selflessly without seeking recognition or notoriety.

Upon receiving a plaque, Mr. Ebenbach thanked the Board and staff for their support and assistance.

2. *Ways and Means Quarterly Budget Report – L. Schwarz*

Ways & Means Committee Chairman; Lee Schwarz presented the Board with 2014 preliminary un-audited result of the township financial position. He reported on the Executive Summary provided, the EIT is shown as \$56,000 higher than the actual, this lead us to believe property owners received a 1 1/2% wage increase, which is the reason why the earned income tax went up with inflation. Real Estate and transfer taxes were up 22% than planned with a huge surge at the end of the year. Capital financing and grants was budgeted at \$1.181 million in 2014 and only consumed \$721,000. Primarily because some of the projects scheduled for development were deferred or rescheduled to 2015 and 2016. This caused a \$459,000 reduction of what was posted for grants. The bottom line is for total revenue was \$11,495,626.

For expenses, Police came in at 3% under budget due to delaying new hires and reducing overtime with some court costs. Utilities were down 22%, but was made up in road costs for salt supply. Capital

spending was budgeted at \$9 million and based on projects in cue for last year. \$1.9 million was spent, which was over twice accomplished in two years. Between the township staff and outsourced services many projects were completed. This enabled the township to spend \$1 million less than planned with expenses at \$12,058,508 for 2014. Taking into consideration of revenue versus expenses, the township took in \$11,495,000 and spent \$12,058,000 after taking \$1 million out of the plan. If this was a private sector the township lost \$563,000.

Previously the township stabilized their receipts and expenses to rebuild the fund balances. In 2014 was the first time the township withdrew from the savings at \$562,000, due to reducing the capital spending by deferring projects.

Mr. Schwarz then explained the township needs to pay close attention of their plans for the future. The next session will be the spring budget session where a fresh look at the five year plan will be discussed. Topics will include the five year plan in expenses versus proposed income and what impact it will cause to the fund balance.

Mr. Schwarz concluded in general, the township currently has a healthy fund balance and restricted to certain purposes. The balances are beginning to grow and the township is planning on consuming them.

Mrs. Lyons reported the Kick Off Spring Budget session is scheduled for April 9, 2015 at 4:00pm. The meeting is open to the public and will be held in the meeting room.

C. Visitors/Public Comment

Resident; John Everett of 2111 Turk Road commended on the Telecommunications Advisory Board's video quality during Board meetings broadcast. He then thanked Mr. Colello on his comments regarding the renaming of Central Bucks East High School's stadium. He believed it was a fair reading of the duties and responsibilities of the Board in terms of passing resolutions.

II. ANNOUNCEMENTS

- A. The next meeting of the Board of Supervisors is scheduled for Tuesday, April 7, 2015 at 7:00 PM.
- B. Washington DC Cherry Blossom Trip – 3/21/15 - \$50 per person. To sign up for this trip go to our website - www.doylestownrec.com
- C. Doylestown Township Blood Drive, Friday, March 27, 2015 – 2PM – 7PM at the Activity Center. To sign up please go to redcrossblood.org
- D. POT HOLES – To report pot holes on State roads call 1-800-FIX-ROAD. A list of all State roads in the Township can be found on our website at doylestownpa.org under Departments/Roads. To report pot holes on a Twp. road call the Admin. Office 215-348-9915

III. MINUTES APPROVAL: March 3, 2015

Ms. Manion made a MOTION; seconded by Mr. Touhill the March 3, 2015 Doylestown Township Board of Supervisors Regular meeting minutes be approved.

MOTION was ADOPTED 5 to 0.

IV. CORRESPONDENCES

- A. 2015 Governor's Awards for Local Government Excellence

Ms. Mason reported Doylestown Township was awarded the 2015 Governor's Award for local government excellence. This award comes in recognition to contributions in fiscal accountability and best management practices with the Ways and Means Committee. The Board will be formally recognized in Harrisburg on April 15, 2015.

Mr. Snyder commended the Ways & Means Committee, but also included township staff, Board and everyone involved in the process. The Boards and staff really challenges what the township is doing and how it can improve.

V. REPORTS

A. Solicitor

No Report

B. Police Chief

Chief Logan reported on his monthly report modifications to include the addition of types of incidents for ease in reading, 2014 monthly average of incidents that took place and 2015 year to date averages, noting in red a spike in monthly averages. An overview of offenses are now provided, noting part one and two offenses with a breakdown. There is also a part one and two arrest section with a breakdown of adults and juveniles. The last page shows accident information compiled in a year to date format.

C. Township Engineer

No Report

D. Manager – Set Date for Road Inspection – 4/7/15 @ 3:00 PM

Upon Ms. Mason request, the Board agreed to schedule the Road inspection on April 7, 2015 at 3:00pm.

E. Supervisors

Mr. Touhill reported the Bike and Hike Committee scheduled the second annual Trail Awareness day for September 27, 2015. Before the event, the committee will be working on spreading the word and consider working in cooperation with 5k run series. Mr. Touhill then requested anyone who has ideas to promote the Awareness Day please attend a meeting to discuss.

B) The Central Bucks Regional Aging Taskforce committee scheduled two speakers for upcoming meetings as State Representative; Marguerite Quinn and Doylestown Borough Major Strauss. Mr. Touhill again, requested anyone who has interview ideas are welcome to attend the meetings.

Mr. Snyder reported the Environmental Advisory Council will hold their Native Garden Work session on Saturday, March 21, 2015 at 9:00am, Arbor Day is scheduled for April 25, 2015 at 9:00am and volunteers are needed, Spring Bird Walk is scheduled for April 25, 2015 from 8:00am until 10:00am and the Yard Waste Recycling begins Saturday, March 21, 2015 from 9:00am until 11:00am.

B) Mr. Snyder thanked Chief Logan for reviewing the offense data and in trying to develop trends. He believes it's a good idea and appreciates his efforts.

Resident; Mr. Schwarz requested the EAC review options for dispositions of electronics. Mr. Snyder indicated he will bring the issue up at the next meeting.

Resident; Mr. Everett questioned where will Arbor Day be held. Ms. Mason responded, the event will be held at the Bird Blind in the Environmental Educational Grove at Central Park.

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors

appoint Mr. John Canterbury as a member of the Public Water & Sewer Advisory Committee.

Mr. Canterbury was elected to the Public Works Committee by a 5 to 0 vote.

Ms. Manion reported the Telecommunications Advisory Board continues to work on great initiatives and improvements.

Mrs. Lyons reported the township will be celebrating the 20th Anniversary of the Sounds of Summer Concert Series where fund raising is underway. Sponsorship forms are available in the Administrative offices and donations are tax deductible.

VI. NEW BUSINESS

A. Township Bids

1. Street Sweeping

Mr. John reported the 2015 Road Sweeping bid is an one year extension to Reilly Sweeping who have completed a good job in the past. The amount charged will not be raised in 2105 and remain at \$38,435.76 for two sweepings. The first is scheduled in the spring, the second in the fall.

Ms. Manion made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors award a one year extension for the 2015 Street Sweeping bid to Reilly Sweeping in the amount of \$38,435.76 for two sweepings.

Mr. Snyder questioned what will be the repercussions if street sweeping is not completed. Mr. John answered; under the storm water act a certain amount of pounds of sediment is required to be removed before entering a stream bed. Street sweeping is one option that is allowed. Approximately 5,000 pounds were removed along the Pine Run area and 400 pounds along the Mill Creek Watershed. Additionally, fines can be up to \$10,000 a day, if sediment is not removed.

MOTION was ADOPTED 5 to 0.

2. Lawn Maintenance

Upon Mr. Snyder's question, Ms. Mason reported the township paid \$110,600 towards the Lawn Maintenance contract in 2014.

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors award the 2015 Lawn Maintenance bid as a one year extension with no rate increase to Greenscape Landscape Contractors, which will provide all equipment with operators to complete lawn maintenance of various township properties.

MOTION was ADOPTED 5 to 0.

3. Road Materials

Mr. John reported the township is part of the Bucks County Consortium and various communities take upon themselves to advertise a bid for certain materials where all municipalities use the same. Once the bids come back and sorted, they are then sent out to communities to schedule individual appointments for materials used. The township is currently reviewing five different suppliers of stone and asphalt for award consideration.

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisor award 2015 Roads Material bid to the companies as noted below.

A) HEI-Way, LLC
290 North Pike Road
Sarver, PA 16055

22 tons 486 Cold Patch Mix at \$111.50 per ton delivered to total \$2,453.00
22 tons QPR Cold Patch Mix at \$111.50 per ton delivered to total \$2,453.00

B) Eureka Stone Quarry, Inc
800 Lower State Road
Chalfont, PA 18914

22 tons Screenings	\$9.75 per ton delivered
22 tons 1/4" Stone Chip	\$17.75 per ton delivered
222 tons 2A Stone Mix	\$10.75 per ton delivered
110 tons Rock Rip Rap	\$18.75 per ton delivered
110 tons R-4 Stone	\$14.25 per ton delivered
22 tons PSP Cold Patch	\$98.75 per ton delivered
308 tons 9.5 mm Super Pave Wearing	\$58.50 per ton delivered
110 tons 25 mm Super Pave Base	\$50.50 per ton delivered

C) H&K Materials \$12.86 per ton delivered
300 Skunk Hollow Road
Chalfont, PA 18914

D) Plumstead Materials
350 South Main Street, Suite 207
Doylestown, PA 18901

\$9.75 per ton delivered for a total of \$204.60
\$17.50 per ton delivered for a total of \$1,903.00

E) Miller Materials
350 South Main Street, Suite 207
Doylestown, PA 18901

\$53.75 per ton delivered for a total of \$16,555.00

Mr. Snyder questioned what is the process in determining whether a top coat or full repair is needed, such as with recent replacement work completed along Turkey Lane. Also, how is the work minimized. Mr. John answered; the township road conditions are constantly evaluated with the Superintendent. With 76 miles of roads, the Township strives to restore at least three miles of roads per year, which is budgeted along with bridge repairs. As an ongoing process, list of roads are monitored to provide an updated repair list. Additionally, site inspections are completed on a regular basis to determine what road needs patching versus complete repair.

MOTION was ADOPTED 5 to 0.

4. Equipment Rental

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors award the 2015 Equipment Rental bid with Operators and Labor to P.K. Moyer & Sons, Inc with a three, one year extension by mutual agreement

MOTION was ADOPTED 5 to 0.

B. ARLE Grant – Adaptive Control Bid – Easton Road

Ms. Mason reported the township previously received \$390,000 in ARLE Grant monies at 100% reimbursable, including the engineer's time. The initial LED signals came in under bid at approximately \$22,000. The balance was transferred into the adaptive control project. The lowest bid for the adaptive project was received from Armor & Sons Electric, Inc in the amount of \$118,150. Dave Tomko recently spoke with Penn Dot, who approved the bidder. Additionally, the equipment that will need to be purchased in the amount of \$186,600 from InSync Real-time Adaptive Traffic Control System and Signal Control Products for Econolite in the amount of \$11,750. All equipment is proprietary that goes into the controllers.

Ms. Mason then requested Board approval to award the equipment installation to Armor & Sons and purchase of materials from InSync Real-time Adaptive Traffic Control System and Econolite as outlined by Pennoni Associates March 11, 2015 letter.

Upon Mrs. Lyons request, Dave Tomko of Pennoni Associates clarified the township received two grants from Penn Dot totaling \$390,000. As he referenced his March 11th memorandum, Mr. Tomko further explained the LED traffic lights were approximately \$11,000, the adaptive system was \$300,000 in total. They are two separate projects, but Penn Dot joined them together. Only \$22,000 was spent for the LED portion. This was a significant cost reduction because the township purchased the equipment directly from the supplier and completed installation under the maintenance contract with Armor & sons. Also, prices of the LED signal lights dropped in price.

Because of the short fall, the township asked Penn Dot to roll the remaining monies over to the adaptive project because the project was expected to be short. Upon going through the process of the adaptive design, a decision needed to be made of what intersection would utilize the new system. It was decided to use the system along Kelly Road and Route 611, Neshaminy Manor and Doylestown Pointe Plaza, Almshouse Road. Barn Plaza and Edison Furlong. The equipment will be proprietary and approved by Penn Dot, which consist of the three items listed for approval. The bid that went out is for the installation of new conduit and additional wires, auxiliary and existing cabinets for a total of \$118,150.00.

The second item for approval is for equipment purchase for the adaptive signal and new controllers. Two quotes were received, one from Rhythm Engineering for the InSync Real-time Adaptive Traffic Control System at \$186,600.00. The second was received from Signal Control Products at \$11,750.00. With Board approval, purchase orders will be issued to purchase the equipment directly from the suppliers. The equipment will then be given to Armor & Sons for installation. Afterwards, the final inspection process will begin.

Mr. Touhill made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors award the ARLE Grant Adaptive Control bid to install the system from Armor & Sons Electric, Inc in the amount of \$118,150.00.

MOTION was ADOPTED 5 to 0.

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors award the ARLE Grant Adaptive Control purchase order to purchase equipment for the adaptive signal and new controllers from Rhythm Engineering in the amount of \$186,600.00 and Signal Control Products for \$11,750.00.

MOTION was ADOPTED 5 to 0.

C. Heritage Trail Construction Bid

Bike and Hike Committee Chairman; Tom Kelso reported the bid is for two different segments of a proposed trail from Turk Road along Easton Road towards New Britain Road. The committee acquired a grant that will not cover the entire cost of the project. Bids for the grant was also placed in two segments. The first for work across the bridge of the bypass. The second was for approximately 1,000 feet on each side of the bridge for grading and paving.

The Bike and Hike Committee recommends the township award the bid for the bridge work to E. Ventresca & Sons. Upon speaking with Ventresca, pricing was able to be reduced slightly within the budget of the project. To complete the project, applications for additional grants will be submitted. Further, the Committee request the Board to approve the contract with E. Ventresca & Sons in the reduced amount of \$210,800.00 to complete the work on the bridges.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the Heritage Trail Construction Bid be awarded to E. Ventresca & Sons of Warrington, PA at the reduced amount of \$210,800.00 to complete bridge work with regards to the Heritage Easton Road Project.

MOTION was ADOPTED 5 to 0.

D. PECO Green Region Grant Application

Ms. Mason reported the PECO Green Region Grant in the amount of \$10,000.00 will be applied to the Heritage Trail Project. If the township is awarded the grant, funds will be used towards the purchase of materials and offset construction costs for the trail portion of the Heritage Trail Easton Road project. Ms. Mason then requested Board approval to authorize the resolution and have an application submitted to apply for the PECO Green Region Open Space Program.

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors authorize the Township submit an application and apply for the PECO Green Region Open Space Program grant in the amount of \$10,000.00 with comments.

Mr. Snyder questioned what is the Bike and Hike Committee's recommendation on how the township would manage the remaining cost needed to complete the project. Mr. Kelso explained part of tonight's approval to apply for the grant will hopefully cover a portion of the costs. The lowest bid received was approximately \$90,000.00 with prevailing wages. It's anticipated the project can be completed for less with grants and in-kind services. Additionally, the project does not need to be completed in one year. The grant will cover materials with no outside services needed.

Mr. Snyder then questioned how big of a gap does the township have to complete the trails. Also, what costs are remaining and what will be the township's responsibility. Mr. Kelso answered; in terms of materials for the entire project, the amount is approximately \$30,000.00. The PECO grant can be used towards materials and not able to cover labor costs. The committee may also apply for additional grants.

MOTION was ADOPTED 5 to 0.

E. Doylestown Woods – Dedication of Public Improvements

Mr. Garton reported Doylestown Woods is a small subdivision along the northern part of the township. Developers; Toll Brothers completed all of the improvements and the site is ready for dedication. Mr. Garton prepared a resolution setting forth the Board's acceptance with conditions.

Doylestown Woods Community Association's president; Nedim Altaras questioned if the storm water management system will be part of the dedication. In the original development plans dated in 2012, the storm water management plans was going to be dedicated and left to the homeowners association. Mr. Canales responded; the information is correct and the township will be taking dedication of the road and

the storm sewer system up and into the detention basin. The basin and the outlet structure of the basin will be the homeowners association's responsibility.

Mr. Touhill made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the resolution accepting the dedication of certain public improvements as contained in the Doylestown Woods subdivision. Further, the Board establish conditions precedent to the acceptance of dedication of those improvements

MOTION was ADOPTED 5 to 0.

F. Request for Approval of a Pole Barn building – VC District

Ms. Mason reported as part of the township's zoning ordinance, the Village Center District has a note regarding the architectural qualities of a building which require all permitted uses be compatible within the Village District, such as character scale and architecture. When applying for a zoning permit, one of the requirements is that approval is granted by the Board of Supervisors.

David Wickman of 28 John Dyer Way addressed to the Board to provide a brief history of the site. His plans are to reside at the resident and build a pole barn. He commented on the ease of working with the township staff, specifically Code Enforcement Director; Sinclair Salisbury and Ms. Mason. Plans to restore the site may include connecting to the public water system and he will do anything to make the building attractive. An application was recently submitted for historic significant through the Doylestown Historical Society. The pole barn will be located behind the property and visible from the streets. The home will be rehabilitated to become more attractive.

Mr. Touhill questioned the plans for the sycamore trees located on the property. Mr. Wickman answered; the sycamore will be saved and located in front of the pole barn. The plans to build a pole barn to house an antique car collection.

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve improvements of a pole barn be completed as per the zoning ordinance pertaining to the Village Center District requirements.

MOTION was ADOPTED 5 to 0.

Resident; John Everett questioned if the vinyl siding is considered as part of the historic requirements. Mr. Garton responded the approval is not part of the historic district. Mr. Wickman added the siding is made of steel.

G. 2015 Summer Performing Arts – Schedule

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the Sounds of Summer 2015 performance schedule.

June 24th	1910 Fruitgum Company
June 28th (July 19th Rain Date)	Philly Party Band
July 8th	Hotsy Totsy
July 15th	Boy Band Project
July 22nd	Big Band from the Valley
July 29th	Quakertown Band
July 29th	Theater 2 Go

Mr. Snyder questioned where will the concerts take place. Park and Recreation Director; Karen Sweeney answered; Doylestown Borough would like to move forward with three of the eight concerts taking place in the Borough while the show mobile is for sale. The township does not want to hamper or jeopardize

the relationship with the Borough. Upon Mrs. Lyons question, Ms. Sweeney confirmed concerts will be showcased in the Borough and township. Mr. Snyder then questioned the conditions of the show mobile. Ms. Sweeney answered; no work is scheduled to be completed and the goal is to place it for sale. However, it will be used for fireworks.

MOTION CARRIED 5 to 0.

H. Eagle Scout Proclamation – Jacob Edmund Douglass – Troop 6

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors award the rank of Eagle Scout to Troop 6 member; Jacob Edmond Douglass at the April 11, 2015 Court of Honor ceremony.

Ms. Manion reported Jacob created an android application for the Travis Manion Foundation listing biographies of all fallen service members in Bucks County.

MOTION CARRIED 5 to 0

I. Treasurer's Report –March 17, 2015

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve the March 17, 2015 Treasurer's Report.

MOTION was ADOPTED 5 to 0

J. Bills List –March 17, 2015

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the March 17, 2015 Bill's List in the amount of \$239,444.38.

MOTION was ADOPTED 5 to 0

VII. ANNOUNCEMENTS

Native Garden Work session is scheduled for Saturday, March 21, 2015 at 9:00am

Arbor Day is scheduled for April 25, 2015 at 9:00am

Spring Bird Walk is scheduled for April 25, 2015 from 8:00am until 10:00am

Yard Waste Recycling begins Saturday, March 21, 2015 from 9:00am until 11:00am

VIII. ADJOURNMENT

The March 17, 2015 Doylestown Township Board of Supervisors Regular meeting was adjourned at 8:07 PM

Respectfully submitted by,

Stephanie J. Mason