



# Board of Supervisors

## Regular Meeting

425 Wells Road  
Doylestown, PA 18901  
[www.doylestownpa.org](http://www.doylestownpa.org)  
Twitter: @DoylestownTwp  
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215-348-9915

~ Minutes ~

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Tuesday, October 18, 2016

7:00 PM

Public Meeting Room

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### I. 7:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included; Chairperson; Barbara N. Lyons, Vice Chairman; Richard F. Colello with Supervisors; Ken L. Snyder and Shawn Touhill.

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.

Absent: Supervisor; Ryan Manion

#### A. Pledge to the flag

The Board held a Budget Work Session, prior to the meeting. Mrs. Lyons thanked Ed Ebenbach, Ken Wallace, Ken Snyder and the entire Ways and Means committee on leading the Township into a great financial position to hang the budget accordingly.

#### B. Visitors/Public Comments

No Comments

### II. ANNOUNCEMENTS

#### A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, November 1, 2016 at 4:00 PM.

Mr. Colello will be sitting in for Mrs. Lyons as acting Chairman.

#### B. Applications are being accepted for vacancies on various Boards and Commissions. Please check the Township website for information. If you are interested in applying for any opening please submit a letter of interest and resume to the Board of Supervisors, 425 Wells Road, Doylestown. Submission deadline is November 15th.

#### C. Howl-O-Ween – October 22, 2016, at Central Park from 10:00 AM – 1:00PM. If you'd like to participate please contact our office or email us at [info@doylestownpa.org](mailto:info@doylestownpa.org)

#### D. CB Cares – 2016 Pumpkinfest – Saturday, October 22nd at the Moravian Tile Works, gate open at 2:00PM

#### E. Thompson Performing Arts Series at the Covenant Bank Amphitheater in Central Park – Movie Night, Saturday, October 29th beginning at dusk. Scheduled Movie presentation is Hotel Transylvania. Admission is free

- F. Doylestown Township Leaf and Yard Waste Recycling – The Drop Off Site is open every third Saturday of each month, March-December, 9 AM – 11 AM. Location: New Britain Road access to the back part of CENTRAL PARK

**III. MINUTES APPROVAL: Board of Supervisors Minutes and Budget Work Session Notes – 10/4/16**

Mr. Snyder made a MOTION; seconded by Mr. Touhill the October 4, 2016 Doylestown Township Board of Supervisors Regular meeting minutes be approved.

MOTION was ADOPTED 4 to 0.

Mr. Touhill made a MOTION; seconded by Mr. Snyder the October 4, 2016 Doylestown Township Budget Work Session minutes be approved.

MOTION was ADOPTED 4 to 0.

**IV. CORRESPONDENCE - Historic Property Assessment – 3725 Bristol Road**

Mrs. Lyons questioned; how big is the property and what district will be proposed. Ms. Mason answered; the property is a total of ten (10) acres and will be included under the B15 District. Mr. Garton recommended forwarding the proposal to add the property as part of the historical list to the Doylestown Township Planning Commission.

The Doylestown Township Board of Supervisors agreed by consensus to forward Christopher R. Cavanan of WB Homes request to incorporate the home located at 3725 Bristol Road into the Township's Historic Resource List to the Planning Commission.

**V. REPORTS**

- A. Solicitor  
No Report
- B. Police Chief  
No Report
- C. Township Engineer  
No Report
- D. Manager

As per Mrs. Lyons request, upon reviewing the agenda for the November 1, 2016 Board of Supervisors Regular meeting, Ms. Mason reported; there are no critical issues pending.

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors CANCEL the Tuesday, November 1, 2016 Regular Meeting.

MOTION CARRIED 4 to 0.

- E. Supervisor
- Mr. Colello reported on a letter received from a resident complementing the Road crew, led by Mr. Paul Garr on a job well done with a recent service completed along their property.

Mr. Colello referenced a letter received from the Auditor General and questioned; why does the Township owe \$19,000. Ms. Mason responded; the charge is regards to the timing of when payment was due. The accurate amount was submitted in the New Year, where payment was due at the end of the previous year. Mr. Garton completed and advertised the amended ordinance.

With the State undergoing testing for Perfluorooctanoic acid (PFOA) along the Township private wells, Mr. Colello reported; 130 homes are located in the potential effected areas. Out of 86 homes tested, all were found to be below the dangerous limited (under .70 per trillion). Mr. Snyder questioned; will the Water Authority reach out to residents who are affected and did not submit a request to have testing completed. Ms. Mason answered; the Department of Environmental Protection (DEP) will follow up with the residents.

Mr. Colello complimented all township's Boards and Commissions on their amazing work. As recognition, the Pennsylvania State Association of Township Supervisors (PSATS) referenced the Township's budget procedure in a recent article as per an interview with Ms. Mason and Director of Finance; Mr. Ken Wallace.

The past year, Township professionals have recommended increasing non-uniform funding under MMO Plus. Mr. Colello requested Board consideration to place the matter under the November 15, 2016 Board of Supervisor regular meeting agenda.

Mr. Snyder commended Ms. Mason, Mr. Ebenbach, Ways and Means Committee and Finance Department on their hard work with preparations of the budget. The Road Department is currently building a database of the roads along the Township. The database will include, width, length age and year of construction of each road. This will enable the department to become more proactive on compiling the road program.

The Environmental Advisory Committees (EAC) will hold their Fall Speaker Series with Dr. Doug Tallamy scheduled to speak on Restoring Nature's Relationships. The event will be held at Delaware Valley University's Life Science building on October 27th at 6:00pm. Tickets are on sale at the Township's Administrative Building.

At the October 4th regular meeting the Board recommended results of the Saurman Pond evaluation be forwarded to the EAC. The EAC has reviewed all studies, including from Princeton Hydro and recommended to post signage along the area as well as, temporary fencing to control access to the pond. Both the signage and fence will remain until further studies are completed and issue is resolved.

The Doylestown Township Board of Supervisors agreed by consensus to have Public Works Department work with the Environmental Advisory Committee to post signage and install a fence along the Sauerman Pond to control access until a final decision is made regarding maintenance.

Mrs. Lyons reported; the budget includes the Township borrowing a large portion of money in 2017 and 2018 to construct the new Administrative Building and repair Chapman Bridge. As a result, a tax increase will be imposed over the next five (5) years in order to cover costs. The Board is currently under discussion on how best to cover all costs with the minimal amount of a tax increase.

Tackling the Opioid Crisis event was held on Wednesday, September 28th and sponsored by the State Association of Township Officials. The event was well attended where most attendees were not from Doylestown Township. The narcan training also went well and heartfelt to view many residents in need of the free samples.

The Sensory Trail Opening event was held on Thursday, October 13th where National Public Radio was present and broadcasted the following day.

Mrs. Lyons made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisor appoint Carmen Raffino as a member of the Doylestown Dog Park Committee.

MOTION CARRIED 4 to 0.

Mrs. Lyons made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors appoint Kathy Brown as the Dog Park Designated Representative to the Parks and Recreation Board. The Dog Park Designated Representative will be recognized as a Non-Voting member.

MOTION CARRIED 4 to 0.

Ms. Mason updated the Board on the Pebble Ridge \ Wood Ridge public water sewer connection project. Progress has been made with easements, where they are currently being reviewed by attorneys. With the recent change in the floodplain ordinance, Mr. Garton has begun preparing the Zoning Hearing Board application. Mr. Garton added; sometime in the late winter of 2016, all bids should be received and the project will be ready to move forward. Upon Mr. Colello's question, Mr. Garton explained if easements are not received the Township will have to go through condemnation. The situation may have contractors charge twice for items, such as mobilization. Additionally, without Zoning Hearing Board relief, the pump station will need to be moved. There are approximately 2 of twenty (20) easements the township is waiting on responses for, where each is a separate, negotiated contract.

#### **VI. PUBLIC HEARING - Proposed Alarm Ordinance**

Mr. Garton presented the Proposed Alarm Ordinance for Board approval with several amendments to include, fixing the deadline on the remote control fencing engagement date was adjusted to April of 2017 to meet the ordinance requirements, Section number in paragraph 9, page 6 was adjusted and the Section E calendar year was noted on page 9. Upon Mrs. Lyons' suggestion, Mr. Garton reported; under Section 13, paragraph D and E, notices in paragraph D should also be sent to alarm users, which is defined. Also, in Section E, if a citation or penalty will be imposed upon the alarm user rather than the owner. Current changes can be made without re-advertising. The Alarm Ordinance has been duly advertised in the Intelligencer Newspaper and copy provided to the Bucks County Law Library. A public hearing is required and the Board can approve the Alarm Ordinance with all modifications as set forth by Mr. Garton.

Upon hearing no Public comments, Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors adopt the Proposed Alarm Ordinance Amending the Provisions of Chapter 54, Alarm Systems to include all modifications as set forth by Township Solicitor; Jeffrey P. Garton.

MOTION was ADOPTED 4 to 0.

#### **VII. UNFINISHED BUSINESS - Bicentennial Committee Resolution**

Mrs. Lyons informed; the Proposed Bicentennial Committee Resolution notes nine (9) members at large where not more than one can be a Board member. A Board of Supervisor Liaison can also be appointed. The committee will be considered as a limited duration. Anyone interested in becoming a member can submit a letter of interested to the attention of either Ms. Mason or Mrs. Lyons via standard mail or email.

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors adopt the Bicentennial Committee Resolution with regards to preparations for the Doylestown Township 200th Anniversary.

MOTION was ADOPTED 4 to 0.

First Amendment to the Agreement with SEPTA

Mr. Garton reported; due to the Township encroaching into Septa's setbacks, right of way and tracts during the installation of the trail project along Lower State Road, insurance will be required to cover any claims that may arise. Ms. Mason attempted to secure quotes from the Township's insurance carrier, but they came in at a high cost. SEPTA offered to have the project covered under their insurance. As a result, the Township's cost will be reduced by approximately \$2,000.

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors adopt the First Amendment to the Agreement between the Southeastern Pennsylvania Transportation Authority (SEPTA) and Doylestown Township to have the Trail System along Lower State Road be insured under SEPTA's policy.

MOTION was ADOPTED 4 to 0.

**VIII. NEW BUSINESS**

A. Zoning Hearing Board

1. 401 Hagan Ct – Request Variance

The Doylestown Township Board of Supervisors agreed by consensus to forward James & Judith Mineweaver of 401 Hagan Court request for a variance to construct a detached garage in the front yard setback to the Zoning Hearing Board, as per the recommendation by Ms. Mason.

2. 138 East Road – Request Special Exception

The Doylestown Township Board of Supervisors agreed by consensus to forward Robert Tyler and Sarah Jane Tomlinson of 138 East Road request for special exception to construct an office to the Zoning Hearing Board, as per the recommendation by Ms. Mason.

B. DTMA 2017 Preliminary Budget – Acknowledgement of Receipt

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors acknowledge receipt of the Doylestown Township Municipal Authority 2017 Preliminary Budget.

MOTION CARRIED 4 to 0.

C. Treasurers Report – October 18, 2016

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the October 18, 2016 Treasurer's Report

MOTION was ADOPTED 4 to 0.

D. Bills List – October 18, 2016

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve the October 18, 2016 Bill's List in the amount of \$361,591.48.

MOTION was ADOPTED 4 to 0.

#### **IX. ANNOUNCEMENTS**

The November 1, 2016 Board of Supervisors Regular meeting has been CANCELED. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, November 15, 2016 at 7:00pm.

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#### **X. ADJOURNMENT**

Hearing no further business, the October 18, 2016 Doylestown Township Board of Supervisors Regular meeting was adjourned at 7:28 p.m.

Respectfully submitted by

Stephanie J. Mason