



Board of Supervisors

Regular Meeting

~ Minutes ~

425 Wells Road
Doylestown, PA 18901
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Twitter: @DoylestownTwp
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215-348-9915

Tuesday, December 15, 2020

7:00 PM

Community Meeting Room

I. 7:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included Chairperson Barbara N. Lyons, Vice Chairperson Ryan Manion (via zoom), with Supervisors; Jennifer V. Herring (via zoom), Nancy Santacecilia and Dan Wood (via zoom).

Township Staff in attendance included Township Manager Stephanie J. Mason, Director of Operations Dave Tomko, Township Solicitor Jeffrey P. Garton, and Chief of Police A. Dean Logan. Township Engineer Geoffrey J. Attanasio was absent.

Ms. Lyons noted an executive session took place before the meeting. Four firms were interviewed for a Township Engineer 2021. Ms. Lyons announced that Pennoni Engineering will be appointed at the reorganization meeting to serve as the Township Engineer.

A. Pledge to the flag

B. Presentations - Police Sergeant Appointment/Swearing In – J. Whiteside

Chief Logan recommended to the Board that Officer Jessica Whiteside to be promoted to Sergeant.

Ms. Lyons MOTIONED; seconded by Ms. Santacecilia to swear in Officer Whiteside as Sergeant. MOTION passed 5-0.

Ms. Lyons completed the Oath of Office with Sergeant Whiteside as her family looked on.

C. Visitors/Public Comments - None

II. ANNOUNCEMENTS

A. Doylestown Township Municipal Offices will be closed Friday, December 25th 2020 in observance of Christmas, Friday, January 1, 2021 in observance of New Year's Day and Monday, January 18, 2021 in observance of Martin Luther King Jr Day.

B. Board of Supervisors Reorganization meeting is scheduled for Monday, January 4, 2021 at 5:00 PM.

- C. Doylestown Township Board of Auditors Reorganization meeting will be held on Tuesday, January 5, 2021, at 7:00pm. This meeting will be conducted via ZOOM. To obtain a Link please contact the Township Office prior to Monday, January 4th at 3 p.m.
- D. The next regularly scheduled meeting of the Board of Supervisors will be held on January 19, 2021, time to be announced.
- E. Applications are now being accepted by the Doylestown Township Board of Supervisors for a vacancy that has occurred on the Doylestown Township Board of Auditors. Please send a letter of interest along with your resume to
- F. Boards and Committees current and upcoming vacancies:
- G. Christmas Tree Drop-Off - Trees can be dropped off at the New Britain Road entrance of Central Park anytime during December and January.
- H. *GIFT GIVING IDEAS – Contact the Administration offices for more information*
 - 1. Park and Recreation Gift Certificates – Programs
 - 2. Park Benches
 - 3. Mural Print
 - 4. “Dogs Around Doylestown” Poster
 - 5. Bricks at Kids Castle
 - 6. Bricks at the Service Memorial
 - 7. Bricks at the Dog Park
 - 8. Twp. Bicentennial Commemorative Mercer Tiles

III. MINUTES APPROVAL – Regular Meeting - December 1, 2020

Ms. Herring MOTIONED; seconded by Ms. Manion to approve the meeting minutes from December 1, 2020. MOTION passed 5-0.

IV. CORRESPONDENCES - NA

V. REPORTS

- A. Solicitor - None
- B. Police Chief - None
- C. Township Engineer - None
- D. Director of Operations

Mr. Tomko explained that the 2020 Road Program required updating to curbing change order #1 and #2. Ms. Manion MOTIONED; seconded by Ms. Herring to approve change order #1 and #2. MOTION passed 5-0.

E. Manager

Ms. Mason provided the Storm Water Connection draft policy to the Supervisors. She stated that a few properties in the Pebble Ridge/Woodridge Area had been disconnected when curbing was installed. She noted that discharging waste water into the Township storm drains is not permitted. But, there are a few urgent properties that need to reconnect.

Ms. Lyons agreed the urgent properties that need to be reconnected should be and that the fees to do so should be waived by the Township.

Mr. Wood confirmed the policy is for previously connected properties.

Ms. Manion MOTIONED; seconded by Ms. Herring to approve storm water connection draft policy. MOTION passed 5-0.

Ms. Mason spoke on setting the Board's meeting times for 2021.

Ms. Lyons suggested a trial of one meeting a month. Ms. Herring suggested one meeting may backup agenda items.

Ms. Santacecilia was concerned about communication surrounding the Park and Rec Center.

Ms. Mason suggested presentations by boards and commissions should be pre-recorded and shared.

Ms. Manion suggested a multimedia presentation would be best. The Board agreed to have prerecorded presentations from all Township Boards and Committees.

Ms. Manion MOTIONED; seconded by Ms. Herring that the Board of Supervisors hold one meeting a month at 7pm with an optional second meeting if needed. MOTION passed 5-0.

F. Supervisors

Mr. Wood noted EAC discussed the new County trail along the Neshaminy off of Pebble Hill Road. He said he walked the area with the EAC and Bike/Hike Committee members. PSWAB does have a vacancy on the board. He thanked the road crews for their hard work during the snow storm.

Ms. Manion congratulated Sergeant Whiteside on her promotion.

Ms. Santacecilia asked how the December 24th affects Township employees. Ms. Lyons suggested that the staff should leave early on December 24th and December 31st. She thanked everyone for her first year.

Ms. Lyons noted the Supervisors had a great year and thanked everyone for working together.

VI. PUBLIC HEARING – NA

VII. UNFINISHED BUSINESS - NA**VIII. NEW BUSINESS****A. 2021 Doylestown Township Final Budget**

Ms. Mason presented the Final 2021 Budget and asked the Board to adopt it.

Ms. Herring thanked everyone for their hard work putting the budget together.

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to approve the 2021 Doylestown Township final budget. MOTION passed 5-0.

B. Resolution No. 2264 – Fixing the Tax Rate for Fiscal Year Ending December 31, 2021

Ms. Lyons explained the resolution is to fix the mileage rate for the Township in 2021.

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to approve resolution #2264. MOTION passed 5-0.

C. Doylestown Walk Development Agreement

Mr. Garton explained that the development has some issues with DEP that are working to be resolved. The developer is preparing for the closing on the property. He stated staff is recommending approval and to authorize Ms. Lyons once signed.

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the Doylestown Walk Development Agreement. MOTION passed 5-0.

D. Pension Consultant DKBrede/GW & Wade Agreement – Acknowledge and accept receipt of document and authorize execution

The board acknowledged and accepted receipt of the documents regarding the merger between DKBrede and GW & Wade.

Ms. Mason stated authorization is required to move pension funds.

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to acknowledge the agreement and authorize Ms. Lyons and Ms. Mason to sign the required documentation. MOTION passed 5-0.

E. Pebble Ridge/Woodridge Area Sewer – BCWSA Payment Application No. 19

On MOTION of Mr. Wood; seconded by Ms. Santacecilia the Board of Supervisors approved Bucks County Water and Sewer Authority payment application No. 19. MOTION passed 5-0.

F. ZHB Applications

Ms. Mason suggested leaving both applications: 2010 S. Easton Road – CSW Arbour Square IV – Request Variance and 335 Almshouse Road – D. Reinhardt & D. Shawley – Request Variance

to be decided by the ZHB. The Board agreed.

G. Treasurer's Report – December 15, 2020

Mr. Wood MOTIONED; seconded by Ms. Herring to approve the Treasurers Report. MOTION passed 5-0.

H. Bills List – December 15, 2020

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the Bills List. MOTION passed 5-0.

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X. ADJOURNMENT

The meeting was adjourned at 7:45 pm by Ms. Lyons.

Respectfully submitted by

Stephanie J. Mason
Secretary