

Upper Makefield Township Board of Supervisors
April 16, 2013 Meeting Minutes

The April 16, 2013 public meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Dan Rattigan at 7:30 p.m. In attendance were the following members of the Board of Supervisors: Chair Dan Rattigan, Vice Chair Bud Baldwin, Treasurer Mary Ryan, Member Larry S. Breeden and Member Tom Cino. Also in attendance were Township Manager Sally Slook, Township Solicitor Mary Eberle, Esq., Township Engineer Larry Young, P.E., Water/Sewer Engineer Tom Zarko, P.E., Director of Planning & Zoning Dave Kuhns, Chief Mark Schmidt.

There were also members of the public and representatives of the press present.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mr. Rattigan led in the recitation of the Pledge of Allegiance which was followed by a moment of silence.

ANNOUNCEMENTS

- **The May 21 Board of Supervisors meeting has been cancelled. There will be one meeting next month to be held on May 7.**
- **There are volunteer board vacancies on the Historical Advisory Commission, Cable Advisory Board and Council Rock Senior Citizens Board. A volunteer application is available on the township website or interested residents can call the township for more information.**
- **The Bucks County Planning Commission has announced its collection dates for household hazardous and electronic waste recycling. The dates are posted on our website.**

PUBLIC COMMENT

Ellen Lane Novitz, 11 Duncan Drive, Washington Crossing, commented on the nighttime lights at Brownsburg Park and the Washington Crossing Visitors Center, and ponding that is occurring at the bottom of the hill at Jericho and Kudra. Also, Ms. Novitz commented on alternative systems for the Township's revised Act 537 Plan.

Michael Tierney, Jr., 428 Brownsburg Road West, commented on the purchase of the replacement truck for Public Works, and presented other trucks for purchase.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Ms. Ryan and was seconded by Mr. Baldwin to approve the April 2, 2013 Board of Supervisors meeting minutes. Motion carried by unanimous vote.

Ms. Slook read into the record the bills for April 16, 2013. A motion was made by Mr. Baldwin and was seconded by Mr. Breeden to approve the April 16, 2013 Bills Payable List in the amount of \$157,288.07. Motion carried on unanimous vote.

PLANNING AND ZONING ISSUES

There was no Planning and Zoning Report.

SOLICITOR'S REPORT

JMZO Ordinance No. 2013-01- Goodnoe Elementary Tract

Ms. Eberle introduced the ordinance to amend the JMZO and map to rezone portions of the Goodnoe Elementary School Tract. Mr. Rattigan opened the public hearing to consider approval of JMZO Ordinance No. 2013-01. Following discussion, a motion was made by Mr. Baldwin and was seconded by

Ms. Ryan to authorize Jointure advertisement of JMZO Ordinance No. 2013-01. Motion carried by a unanimous vote.

JMZO Ordinance No. 2013-02 – Solar Energy Equipment Accessory Use

Ms. Eberle provided an overview of the ordinance to amend the JMZO to create a new accessory solar energy equipment use and to amend the Table of Uses. Following discussion, a motion was made by Mr. Baldwin and was seconded by Ms. Ryan to authorize Jointure advertisement of JMZO Ordinance No. 2013-02. Motion carried by a unanimous vote.

JMZO Ordinance No. 2013-03 - Outdoor Wood-Fire Boilers

Ms. Eberle introduced the ordinance to create a new accessory outdoor wood-fire boiler use. Mr. Rattigan opened the public hearing to consider approval of JMZO Ordinance No. 2013-03. There were no comments from the Board of Supervisors. Ellen Lane-Novitz, 11 Duncan Drive, Washington Crossing, had a question about a grandfathering provision for wood-fire boilers. Ms. Eberle responded yes. A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to approve JMZO. No. 2013-03. Motion carried by a unanimous vote.

JMZO Ordinance No. 2013-04 - Mobile Home Park

Ms. Eberle introduced the ordinance to amend the mobile home park requirements of the JMZO. Mr. Rattigan opened the public hearing to consider approval of JMZO Ordinance No. 2013-04. There were no comments from the Board of Supervisors and no comments from the public. Mr. Rattigan closed the public hearing. A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to approve JMZO. No. 2013-04. Motion carried by a unanimous vote.

Solicitor's Report

Ms. Eberle noted that the Solicitor's Report was in the packets. Ms. Eberle then addressed the previous public comment of Ms. Lane-Novitz regarding the time the parks closed.

MANAGER'S REPORT

Fund Balance Report

Ms. Slook provided highlights of the Fund Balance Report. Mr. Cino questioned the balance in the Open Space Fund of \$ 300,000.00 and the options available to the Township. Discussion occurred among Board members regarding bond refinancing.

I Pad Cost Proposal

At the Board's request, Ms. Slook provided a comparison of the cost to produce paper meeting packets versus the cost of purchasing iPads for electronic packets. Ellen-Lane Novitz, 11 Duncan Drive, Washington Crossing, commented on privacy concerns with Board members using Dropbox on I Pads. Ms. Eberle commented that due to the Right to Know Law and/or discovery request, she recommends Board members only use I Pads for Township related business.

A motion was made by Mr. Breeden to purchase six I Pad 2 notebooks with 16 GB, and seconded by Mr. Cino for \$ 2898.00. Ms. Slook questioned if the motion included the covers for \$60-\$70 each. Mr. Breeden amended his motion to purchase six I Pad 2 notebooks with 16 GB's and six covers with a cost between \$ 60-70 each. Motion carried by a unanimous vote.

Dan Johansson, 85 McConkey Drive, commented on the communication costs for these I Pads with either Verizon or Comcast. Ms. Slook responded the Township already has an account with Comcast, and will incur no further costs because the I Pads will connect to the Township's existing wifi system.

Propane, Heating Oil and Gasoline Bids

Ms. Slook provided an overview of the 2013-14 Propane, Heating Oil and Gasoline Bids. Following discussion, a motion was made by Mr. Baldwin and was seconded by Mr. Cino to award the 2013-14 Propane, Heating Oil and Gasoline Bids to Riggins Inc., Farm & Home and Superior Plus as itemized in Sandy Wenitsky Memo dated April 11, 2013. Motion carried by unanimous vote.

ENGINEER'S REPORT

2013 Road Paving Project

Mr. Rossino provided an overview of the 2013 Road Paving Project. After brief discussion, a motion was made by Mr. Baldwin and was seconded by Mr. Cino to authorize advertisement of the 2013 Road Paving Project. Motion carried by a unanimous vote.

BOARD AND COMMISSION REPORTS

Mr. Rattigan announced that the January 23, 2013 Planning Commission Report was included in the Board packet.

DEPARTMENT REPORTS

Planning and Zoning Department

Mr. Kuhns highlighted the monthly Planning and Zoning Department Report.

Police Department

Chief Mark Schmidt provided highlights of the monthly Police Department Report.

Mr. Rattigan announced that the following reports were included in the Board packets:

- Fire Department Report
- Fire Marshal Report
- Public Works Department Report

OLD BUSINESS

Healthcare Discussion

Mr. Rattigan opened the discussion on healthcare, and the recent presentation to the Board by Delaware Valley Health Insurance Trust (DVHIT). The Board discussed various options presented by DVHIT, and the Board instructed Ms. Slook to contact other health insurance brokers to benchmark the price of the Township's current healthcare premium. Also, the Board instructed Ms. Slook to work with DVHIT on pricing alternative plans.

NEW BUSINESS

Appointment to Uniform Construction Code (UCC) Board of Appeals

A motion was made by Mr. Breeden and seconded by Mr. Rattigan to appoint Stephen Markin to the Uniform Construction Code (UCC) Board of Appeals for as needed term.

PUBLIC COMMENT AND MEDIA QUESTIONS

Joseph Matthews, 1563 Wrightstown Road, commented on a parcel in Washington's Crossing which appears to have transient people living there.

ADJOURNMENT:

A motion was made by Mr. Baldwin and was seconded by Mr. Breeden to adjourn the meeting at 8:41 p.m. Motion carried on unanimous vote.

Approved: May 7, 2013

APRIL BILL TOTALS - 4/16/13

<u>FUND</u>	<u>DOLLAR AMOUNT</u>
GENERAL	\$89,444.69
LIQUID FUELS	\$11,735.91
PARK & RECREATION	\$2,750.36
PARK/REC (3 YR CAP)	\$0.00
WATER & SEWER	\$43,197.91
BLDG DEBT CONSTRUCTION	\$0.00
POLICE PENSION	\$0.00
NON-POLICE PENSION	\$0.00
FIRE	\$0.00
GRADING ESCROW	\$0.00
OPEN SPACE	\$0.00
TREE FUND	\$0.00
INTERIM BILLS PAID	\$1,930.33
RIPARIAN RESTORATION	\$0.00
DUTCHESS FARM	\$3,356.16
REV. RUN EMERGENCY SVCS.	\$0.00
CAPITAL RESERVE	\$4,872.71
GRAND TOTAL	\$157,288.07

APRIL 2013 GENERAL FUND BILLS - 4/16/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
410.238	Atlantic Tactical	\$443.90	uniforms
400.374	CIT Technology	\$623.98	copier rental
400.312	CKS Engineers	\$8,826.86	engineering fees
414.313A-1	" "	\$165.00	" "
400.192	Judy Caporiccio	\$45.20	mileage to seminar
430.238	Clemens	\$170.00	uniform rental
409.373	" "	\$18.10	floor mat rental - PW
409.321	Comcast - Admin.	\$327.89	phone/long distance/Internet
409.321	Comcast - PW	\$127.25	phone/long distance/Internet
409.373	Cooper Pest Solutions	\$39.00	exterminator
414.340	Courier Times	\$257.23	advertising
414.321	DCED	\$44.00	PA UCC 1st qtr. 2013
487	DVHIT	\$48,914.01	health insurance
410.372C	Dell	\$1,992.34	computer system
403.225	Nicholas Ettore	\$1,337.57	March 2013 expenses
409.215	Joseph Finkle & Son	\$44.50	ballasts for PD lights
414.319	Freedom Systems	\$1,995.00	annual land mgmt. database maintenance/upgrades
410.238	Gall's	\$295.38	boots/shield
400.210	Garlits Printing	\$284.00	letterhead, labels, business cards
414.210	" "	\$284.00	" "
409.373	George Allen Wastewater Management	\$395.00	clean septic tank/pump pit
409.373	Good Air Conditioning & Heating	\$150.00	no heat PW garage - restart/prime/reset breaker
400.331	Goodyear Wholesale Tire Center	\$350.44	tires
410.374	" "	\$700.88	" "
409.373	Gorski Trash Removal	\$270.00	trash collection/recycling
400.374	HPT Systems	\$506.25	troubleshoot printing to copier/update printer settings
409.230	ISObunkers	\$644.16	propane
409.373	Kencor	\$175.00	monthly elevator maintenance
410.374	Kerrigan's Sunoco	\$2,122.73	maintenance/repairs PD vehicles
403.115	Keystone Collections Group	\$1,564.01	tax collector
414.141	Keystone Municipal Services	\$525.00	inspection service
409.373	M.A. Landscapes & Lawn Care	\$875.00	spring cleanup/mulch twp. bldg.
414ZHB	McNamara, Bolla & Panzer	\$1,995.00	zoning hearing board
400.210	Newtown Office Supply	\$49.92	office supplies
414.210	" "	\$3.76	" "
409.215	" "	\$55.49	bldg. supplies
409.321	PA One Call System	\$48.45	monthly activity fee
409.361	PECO	\$1,164.46	electric - Twp. bldg.
409.361	PECO	\$1,485.50	electric - PD bldg.
409.341	Petty Cash - Police Dept.	\$16.00	reimburse petty cash
409.321	" "	\$11.24	" "
410.210	" "	\$124.83	" "
410.239A	" "	\$35.40	" "
410.238	" "	\$20.00	" "
410.750	Physio-Control	\$744.48	AED replacement items for date exp. compliance

APRIL 2013 GENERAL FUND BILLS - 4/16/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
407.319	Poplar ProductivityWare	\$100.00	website security updates/general updates
410.374	Reedman-Toll	\$171.40	PD vehicle repair
410.231	Riggins	\$2,036.02	unleaded gasoline
481.50	SPCA	\$500.00	yearly contribution
452.373	Sherwin-Williams	\$108.96	paint for streetscape
407.319	Ron Skotleski Video Productions	\$1,200.00	producer fee - BoS Mtgs. 3/19 & 4/2/13, Act 537 mtg. 3/18
409.373	Smith's Yardville Supply	\$29.04	bldg. maintenance
452.373	" "	\$27.98	streetscape maintenance
409.215	Staples Advantage	\$141.42	bldg. supplies
400.210	" "	\$41.13	office supplies
410.210	" "	\$152.66	" "
438.460	" "	\$391.08	" "
409.230	Superior Plus Energy Services	\$985.34	heating fuel
410.239A	Target World	\$795.00	range rental - 3 days
410.239A	Tanner's Sports Center	\$94.47	ammo
452.373	Tinsman Bros., Inc.	\$174.24	posts for streetscape
409.373	John L. Tomlinson	\$195.00	repair light on PD flag pole
410.460	Upper Makefield Business Association	\$325.00	annual membership dues
410.239A	Witmer Public Safety Group	\$207.74	taser power magazine
481.50	Wrightstown Library	\$1,500.00	yearly contribution
	TOTAL	\$89,444.69	

**FOR BOARD APPROVAL

*OVER BUDGET

APRIL 2013 LIQUID FUELS BILLS - 4/16/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
437	Betts Equipment	\$38.40	shop supplies
437	Cardmember Svcs. FNB	\$58.89 **	vehicle back-up alarm
432A	Eureka Stone Quarry	\$799.85	ice control
432S	Garden State Signs	\$973.90	signs
432A	International Salt	\$4,724.22	bulk ice control
437	Kerrigan's Sunoco	\$196.13	vehicle repairs
437	Rubber Supply Co.	\$81.60	rubber flaps for sweeper
437	Smith's Yardville Supply	\$223.60	shop supplies/mess. brd.
437	Tanner's Lawn & Snow Equip.	\$39.90	chain
432	U.M.T. General Fund	\$4,599.42	reimb. G.F. for snow O/T
	TOTAL	\$11,735.91	

*OVER BUDGET

**PAID INTERIMLY

APRIL 2013 PARK & REC BILLS - 4/16/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	Gorski Trash Removal	\$144.00	trash Br./LO
452.250	Hague Quality Water	\$1,823.20	start-up/repairs Br. Park
452.250	PECO	\$48.44	electric
452.250	PECO	\$47.48	electric
452.250	PECO	\$60.86	electric
452.250	Private Utility Enterprises	\$522.52	start-up/ops. parks
452.250	Smith's Yardville Supply	\$103.86	bungee cords/cap
	TOTAL	\$2,750.36	

**PAID INTERIMLY

APRIL 2013 WATER & SEWER BILLS - 4/16/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$1,215.92	engineering fees
429.740	" "	\$6,443.68	" "
429.372	PECO	\$1,755.87	electric
429.372	PECO	\$1,782.51	electric
429.372	PECO	\$85.08	electric
429.740	Power Quip	\$19,581.22	Paramax Reducer
429.100	Private Utility Enterprises	\$11,116.23	plant operator
429.371	QC Laboratories	\$110.00	testing
429.374	U.M.T. Dutchess Farm	\$1,041.00	ins. reimb. accidentally dep. into wrong acct.
429.421	Verizon	\$35.38	phone
429.421	Verizon	\$31.02	phone
	TOTAL	\$43,197.91	

**PAID INTERIMLY

*/**OVER BUDGET/BOARD APPROVAL

APRIL 2013 INTERIM BILLS - 4/16/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
409.373	Cardmember Services - FNB	\$83.79	handicapped rail for modular
410.238	" "	\$197.97	uniforms
410.372C	" "	\$1,576.57	switch/software
410.460	" "	\$50.00	IAPE membership
410.540-3	" "	\$22.00	traffic safety training
	TOTAL	\$1,930.33	

*PREVIOUSLY APPROVED BY BOARD

APRIL 2013 DUTCHESS FARM BILLS - 4/16/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.100	Private Utility Enterprises	\$2,534.16	plant operator
429.371	QC Laboratories	\$177.00	testing
429.374	Roger's Safe & Lock Shop	\$645.00	panic devices/outside trim
	TOTAL	\$3,356.16	

**PAID INTERIMLY

*/**OVER BUDGET/BOARD APPROVAL

APRIL 2013 CAPITAL RESERVE BILLS - 4/16/13

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
410.740	Havis	\$4,872.71	upfit new PD vehicle
	TOTAL	\$4,872.71	

**PAID INTERIMLY