

## **Upper Makefield Township Board of Supervisors**

### **September 20, 2016 Meeting Minutes**

The September 20, 2016 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 Tom Cino, Treasurer Mary Ryan, Member Diana Nolan and Member Mike Tierney. Also in attendance were Township Manager Jim Pascale, Township Solicitor Mary Eberle, Esq., Township Engineer Larry Young, P.E., Director of Planning & Zoning Dave Kuhns and 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**

Mr. Rattigan made the following announcements:

- Upper Makefield is joining with several surrounding municipalities to host an electronic waste recycling event on Saturday, October 8 and 9 – noon at the Lower Makefield Corporate Center, 790 Township Line Road in Lower Makefield. Visit the township website, [uppermakefield.org](http://uppermakefield.org), for more information.
- The Brownsburg Road East bridge, near the intersection of Stoneybrook Road, is now closed in both directions while the County replacement project is underway. The project is expected to last approximately 3 months, and detours have been posted.
- The Tree Grant program is open for fall planting. Residents can apply for reimbursement of up to \$25/tree for a \$300 parcel maximum for specified target areas of reforestation. Information is available on the township website or by calling township offices at 215-968-3340.
- 2017 Budget Workshops will be held at 7 pm on October 20 and October 25 at the Township Building. (See Board and Commission Reports: October 4 budget workshop added)

#### **PUBLIC COMMENT**

Villa Joseph Maria High School student Anne Solley represented the Council Rock Coalition for Healthy Youth, a non-profit organization whose mission is to reduce and prevent substance abuse specifically amongst the Council Rock School District community. The Coalition suggested that the Township begin discussion of legalized marijuana dispensaries and possible effects on the community.

#### **APPROVAL OF MINUTES AND BILLS PAYABLE**

A motion was made by Ms. Nolan and was seconded by Mr. Cino to approve the September 6, 2016 minutes. Motion carried by a 4 - 1 vote with Ms. Ryan abstaining.

Mr. Rattigan read into the record the bills for September 20, 2016. A motion was made by Mr. Cino and was seconded by Ms. Ryan to approve the September 20, 2016 Bills Payable List in the amount of \$176,324.08. Motion carried by unanimous vote.

## **PLANNING AND ZONING ISSUES**

### **Resolution No. 2016-09-20-01 - DCNR Grant Application to Develop a Riparian Buffer Restoration Plan for Houghs, Pidcock and Jericho Creek Watersheds**

Mr. Kuhns introduced Kelly Gutshall of Land Studies, Inc., who provided an overview of the grant application for a project which is intended to identify areas needing riparian improvement and develop a prioritized action plan to create riparian buffers. She said community and stakeholder involvement would be part of the process. The grant amount is \$62,000 with a \$62,000 Township match to be released annually from the Riparian Fund in the amount of \$15,500 over a four year period. Ms. Nolan expressed support of the application noting that the projects could assist with meeting the Township's MS4 stormwater requirements and that the grant is the first one in the state for a comprehensive plan. Discussion followed concerning grant writing work provided by Land Studies earlier this year, and it was noted that the information was used to prepare this grant application and is available for future use as well. A motion was made by Mr. Cino and seconded by Ms. Nolan to approve Resolution No. 2016-09-20-01 subject to Solicitor's review and approval of the language. Motion carried by unanimous vote.

## **SOLICITOR'S REPORT**

There was no Solicitor's Report.

## **MANAGER'S REPORT**

### **Resolution No. 2016-09-20-02 – Authorization to File an Application for Funds under the Bucks County Municipal Open Space Program (Ely Farm)**

Mr. Pascale introduced the resolution authorizing the filing of an application to the Bucks County Municipal Open Space Program for the purchase of conservation easement on the Ely Farm. Ms. Ryan recused herself from all discussions and vote on the open space matter. Due to a negotiated discounted price per acre, county funds would be used for the purchase with no additional township funds required. Following discussion, a motion was made by Ms. Nolan and seconded by Mr. Cino to approve Resolution No. 2016-09-20-02. Motion carried by 4-0 vote. As noted above, Ms. Ryan recused herself from voting.

## **ENGINEER'S REPORT**

### **Award of Bid – 2016 Road Project, Phase II**

Mr. Young provided a summary of the bid results and recommended awarding the base bid and Alternate 1 for Phase II of the 2016 Road Paving Project to the lowest responsible bidder, S&H Landscaping. Following discussion, a motion was made by Ms. Ryan which was seconded by Ms. Nolan to award the 2016 Road Project Base Bid and Alternate 1, Phase II to S & H Landscaping of Chalfont, PA in the amount of \$113,974.70. Motion carried by unanimous vote.

Mr. Young noted that the 2016 Road Project came in below budget and Public Works Superintendent recommends paving the portion of Highland Road from Rt. 532 to the Gunser driveway to take advantage of this year's asphalt prices. Discussion followed and a motion was made by Ms. Ryan and seconded by Mr. Cino to approve a change order to the 2016 Road Project for the paving of the portion of Highland Road from Rt. 532 to the vicinity of the Gunser driveway for an amount not to exceed \$70,000. Motion carried by a unanimous vote.

Mr. Rattigan requested that Mr. Young contact PennDOT for updated information on their approved products which could be used to replace deteriorating road material in the Washington Crossing Streetscape. Mr. Pascale noted that PennDOT must first repair drainage pipes before surface repair can occur, which PennDOT indicated may occur in Spring 2017.

**BOARD AND COMMISSION REPORTS**

Mr. Rattigan announced that the Planning Commission meeting minutes of May 25, 2016 were included in Board packets.

**DEPARTMENT REPORTS**

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

- Planning and Zoning Department.
- Finance Department
- Fire Department
- Ambulance Report
- Fire Marshal Report
- Police Department Report.
- Public Works Department Report

Following discussion, Board consensus was to televise budget workshop meetings on October 20 and October 25, 2016. In addition, the Police Department 2017 budget request will be reviewed and televised on October 4, 2016 prior to the regular meeting to accommodate scheduling conflicts with Chief Schmidt.

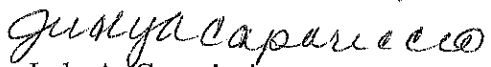
**PUBLIC COMMENT**

Mr. Johansson, Upper Makefield, questioned the effect the New Jersey governor's proposed income tax change would have on the Township budget and suggested that the subject be researched for budgeting purposes. He also inquired about soils issue feedback and online department reports.

**ADJOURNMENT**

A motion was made by Mr. Ryan and was seconded by Ms. Nolan to adjourn at 8:23 p.m. Motion carried by unanimous vote.

Respectfully submitted,



Judy A. Caporiccio

Assistant Township Manager

Approved: October 4, 2016

**SEPTEMBER 2016 GENERAL FUND BILLS - 9/20/16**

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
410.372C	AVG Technologies	\$458.25	anti-virus software 3-yrs. P. D.
400.210	Associated Imaging Solutions	\$151.91	copier charges
410.192	Bucks County Police Association	\$750.00	Pedestrian/Bicycle Crash Investigation training course
400.374	CIT Technology	\$555.74	copier rental
400.312	CKS Engineers	\$1,303.00	engineering fees
414.313A-1	" "	\$4,382.79	" "
430.238	Clemens	\$95.00	P. W. uniform rental
409.321	Comcast	\$8.45	PD video account
409.321	Comcast	\$363.58	phone service/internet service Admin. Bldg.
409.321	Comcast	\$158.74	phone service/internet service P. W. Bldg.
409.373	Cooper Pest Solutions	\$122.03	general maintenance/exterior program
400.340	Courier Times	\$881.95	advertising
487	DVHT	\$56,900.67	health insurance premium
400.750	Dell	\$47.95	server part
409.215	Denney Electric	\$4.02	lamp/bulb holders P. D. Bldg. lighting
403.225	Nicholas Ettorre	\$238.48	August 2016 expenses
414ZHB	High Swartz	\$1,748.00	legal fees - ZHB
409.373	Jammer Doors	\$217.50	repair to P. W. Bldg. front manual garage door
409.373	Kencor Elevator Systems	\$180.00	monthly elevator maintenance P. D. Bldg.
410.374	Kerrigan's Sunoco	\$2,166.42	repairs to P. D. vehicles
403.115	Keystone Collections Group	\$5,733.05	EIT tax collector
414.374	NAPA Auto Parts	\$5.49	Planning & Zoning car part
400.210	Newtown Office Supply	\$88.16	office supplies
409.215	" "	\$9.96	bldg. supplies
409.321	PA One Call	\$89.09	monthly notifications
409.215	Ready Refresh	\$157.04	drinking water for Twp. bldgs.
410.231	Riggins	\$1,460.56	unleaded gasoline
407.319	Ron Skotleski Video Productions	\$650.00	producer fee BoS Mtg. 9/6/16/repair camera
409.373	Smith's Yardville Supply	\$267.82	Police Bldg. gutter/P. W. garage/Admin. front porch repairs
410.450	Sparkle Soft Cloth Car Wash	\$2,300.00	annual pass for P. D. vehicles 10/18/16 - 10/17/17
400.210	Staples Business Advantage	\$14.95	office supplies
409.215	" "	\$18.23	bldg. supplies
411.212	Staples Credit Plan	\$89.99	office supplies
409.373	Townscapes	\$530.00	mowing/weeding of beds Twp. Complex/bike path
452.373	" "	\$50.00	weeding planting islands/tree bases Streetscape
410.470	TransUnion	\$27.75	police investigations
400.313	Tri-State Engineers	\$23,667.50	engineering fees
414.313A	" "	\$11,901.98	" "
<b>TOTAL</b>		<b>\$117,796.05</b>	

\*\*FOR BOARD APPROVAL

SEPTEMBER 2016 LIQUID FUELS BILLS - 9/20/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
437	Betts Equipment	\$54.06	mower repair
437	Joseph Finkle & Son	\$712.37	shop supplies
437	Giles & Ransome	\$2,577.55	CAT repairs
437	Kerrigan's Sunoco	\$16.95	propane for crack sealing machine
437	NAPA Auto Parts	\$88.79	shop supplies/motor oil
434SL	PECO	\$124.48	street lighting
433TL	PECO	\$25.11	traffic lighting
437	Praxair	\$52.11	cylinder rental
437	Smith's Yardville Supply	\$82.10	shop supplies
437	Sosmetal Products	\$217.66	shop supplies
437	Stephenson Equipment, Inc.	\$947.37	repair to boom mower
	<b>TOTAL</b>	<b>\$4,898.55</b>	

\*\*PAID INTERIMLY

SEPTEMBER 2016 PARK & REC BILLS - 9/20/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	Private Utility Enterprises	\$418.05	water sys. maint. - parks
452.250	Townscapes	\$2,300.00	mowing/weeding.
	<b>TOTAL</b>	<b>\$2,718.05</b>	

\*\*PAID INTERIMLY

SEPTEMBER 2016 PARK 3 YR CAP BILLS - 9/20/16

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
452.300	Tri-State Engineers	\$5,199.70	engineering fees
	<b>TOTAL</b>	<b>\$5,199.70</b>	

\*\*PAID INTERIMLY

SEPTEMBER 2016 WATER & SEWER BILLS - 9/20/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$2,670.56	engineering fees
429.371	Eurofins QC	\$113.00	testing
429.100	Private Utility Enterprises	\$10,436.97	plant operator
429.374	Townscapes	\$440.00	mowing at plant
429.110	U. M. T. General Fund	\$100.00	reimburse for postage
429.210	USA BlueBook	\$25.65	supplies
429.110	U. S. Postal Service	\$311.55	postage for water/sewer billing
	<b>TOTAL</b>	<b>\$14,097.73</b>	

\*\*PAID INTERIMLY



SEPTEMBER 2016 INTERIM BILLS - 9/20/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
414.460	District Court #07-02-07	\$10.00	civil complaint - violation of codified ordinance
	<b>TOTAL</b>	<b>\$10.00</b>	

\*PREVIOUSLY APPROVED BY BOARD

SEPTEMBER 2016 DUTCHESS FARM BILLS - 9/20/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$4,424.55	engineering fees
429.371	Eurofins QC	\$376.00	testing
429.376	FRANC Environmental	\$456.75	sludge removal
429.100	Private Utility Enterprises	\$2,952.21	plant operator
	<b>TOTAL</b>	<b>\$8,209.51</b>	

\*\*PAID INTERIMLY

SEPTEMBER 2016 CAPITAL RESERVE BILLS - 9/20/16

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
410.751	Carpino Painting	\$1,210.00	deposit for painting P. D. first floor
410.751	Corporate Environments	\$850.00	deposit for removal & reinstall of furniture
409.750	Harris Blacktopping	\$10,400.00	drum roller - per budget
410.751	Tom the Carpet Guy	\$4,500.00	dep. for carpet repl. due to flood - ins. reimb.
410.373	Total Security Solutions	\$2,640.00	Kevlar panels for P. D. Bldg. - per budget
	<b>TOTAL</b>	<b>\$19,600.00</b>	

\*\*PAID INTERIMLY

SEPTEMBER 2016 WATER/SEWER CAPITAL RESERVE BILLS - 9/20/16

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
429.740	CKS Engineers	\$3,670.49	engineering fees
	<b>TOTAL</b>	<b>\$3,670.49</b>	

\*\*PAID INTERIMLY

SEPTEMBER 2016 ENCLAVE BILLS - 9/20/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.371	Eurofins QC	\$124.00	testing
	TOT	\$124.00	

\*\*PAID INTERIMLY