

Upper Makefield Township Board of Supervisors
May 15, 2012 Meeting Minutes

The May 15, 2012 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 and Member Larry S. Breeden. Member Tom Cino was absent. Also in attendance were Township Manager Stephanie Teoli, Township Solicitor Mary Eberle, Esq., Director of Planning & Zoning Dave Kuhns, Assistant to the Manager Judy Caporiccio 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:

There were no announcements.

Mr. Rattigan announced that an Executive Session was held on Friday, May 11 to discuss personnel matters.

Mr. Rattigan then announced that the Board just concluded an Executive Session regarding allegations of misconduct on the part of one of the township's police officers. He asked if there were any motions. Mr. Baldwin made a motion to terminate the employment of Officer Bruce Mackiewicz for neglect or violation of his official duties, violations of a law which violation constitutes a misdemeanor or greater and inefficiency, neglect, intemperance; disobedience of orders or conduct unbecoming an officer pursuant to Section 2 of the Police Tenure Act. The motion was seconded by Ms. Ryan.

Michael Murray, Washington Crossing, asked the Board to provide details of the termination. Ms. Eberle indicated that it would not be appropriate for the Board to discuss the issue, as the employee has appeal rights.

Motion then carried on a unanimous vote.

PUBLIC COMMENT:

Ernest Sasso, Jericho Mountain Road, requested clarification on the Board's recent decision to post proposed Resolutions on the website with the agenda.

APPROVAL OF MINUTES AND BILLS PAYABLE:

A motion was made by Ms. Ryan and was seconded by Mr. Baldwin to approve the May 1, 2012 minutes. Motion carried by unanimous vote.

Mr. Teoli read into the record the bills for May 15, 2012. A motion was made by Mr. Baldwin and was seconded by Mr. Breeden to approve the May 15, 2012 Bills Payable List in the amount of \$114,418.25. Motion carried on a unanimous vote.

PLANNING AND ZONING ISSUES:

There were no Planning and Zoning Issues.

SOLICITOR'S REPORT:

Cable Franchise Renewal Discussion

Ms. Eberle reported that Comcast recently notified the township that the Cable Franchise Agreement renewal period is now open, and recommended that the Cable Advisory Committee be convened to begin the renewal process. A motion was made by Ms. Ryan and was seconded by Mr. Baldwin to refer the issue to the Cable Advisory Board. Motion carried on a unanimous vote.

MANAGER'S REPORT:

Fund Balance Report

Ms. Teoli provided highlights of the Fund Balance Report. She reviewed in detail Earned Income Tax and Real Estate Transfer Tax revenues to date. Mr. Breeden made a motion that the tax revenue reports be included each month with the Fund Balance Report. The motion was seconded by Ms. Ryan and carried on a unanimous vote.

Sale of 2007 Dodge Charger

Ms. Teoli reported on the bid, which was listed on Municibid. A motion was made by Mr. Baldwin and seconded by Ms. Ryan to award the bid for sale of the 2007 Dodge Charger to Chuck Heater of York New Salem, PA for a price of \$6,550. Motion carried by a unanimous vote.

Turf Management Request for Proposals

Ms. Caporiccio provided an overview of the process for soliciting Turf Management Requests for Proposals. Staff interviewed two candidates and recommended selecting Jones Turf Management as the turf management consultant for Upper Makefield Township. Following brief discussion, a motion was made by Mr. Baldwin and was seconded by Ms. Ryan to authorize Jones Management as the turf management consultant for Upper Makefield Township. Motion carried by a unanimous vote.

Resignation of Township Manager

Ms. Teoli submitted her letter of resignation as Upper Makefield Township Manager, effective June 13, 2012. Ms. Teoli thanked the Board, citizens and staff for their support and offered her assistance through the transition. Members of the Board recognized the efforts of Ms. Teoli during her tenure as Township Manager and wished her well. A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to accept the resignation of the Township Manager. Motion carried on a unanimous vote.

Interim Township Manager

A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to appoint Dave Nyman as Interim Township Manager at a rate of \$45 per hour for a work week not to exceed forty hours, beginning June 6, 2012. Motion carried by unanimous vote.

ENGINEER'S REPORT:

There was no Engineer's Report.

BOARD AND COMMISSION REPORTS:

There were no Board and Commission Reports

DEPARTMENT REPORTS:

Planning and Zoning Department

Mr. Kuhns highlighted the monthly Planning and Zoning Department Report. He noted that the department will be working to promote better house numbering for emergency service response.

Police Department

Chief Mark Schmidt highlighted the Police Department Report.

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

- Emergency Management Report
- Fire Department Report
- Fire Marshal Report
- Public Works Department Report

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

There was no new business.

PUBLIC COMMENT AND MEDIA QUESTIONS:

Michael Murray, Washington Crossing, recognized the efforts of Ms. Teoli and implored the Board to take their time to find a replacement. He urged them to not allow salary to be an issue in the hiring so that they could find the right person.

ADJOURNMENT:

A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to adjourn the meeting at 8:03 p.m. Motion carried on unanimous vote.

Approved: June 5, 2012

MAY 2012 GENERAL FUND BILLS - 5/15/12

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400.374	Associated Imaging	\$64.89	copier repairs
403.115	H.A. Berkheimer	\$46.40	4/12 commissions
400.374	CIT Technology	\$623.98	monthly copier rental
400.312	CKS Engineers	\$783.76	engineering fees
414.313A-1	" "	\$204.00	" "
409.140	CleanNet of Philadelphia	\$701.11	cleaning service
430.238	Clemens	\$85.00	PW uniform rental
409.373	" "	\$18.10	floor mats
409.321	Comcast - Admin.	\$328.44	phone/long distance/commercial internet/IP
409.321	Comcast - PW	\$127.11	phone/long distance/commercial internet/IP
409.373	Cooper Pest Solutions	\$39.00	pest control twp. complex
400.340	Courier Times	\$1,655.55	advertising
414.340	" "	\$265.70	"
414ZHB	" "	\$351.85	"
410.540-1	Creative Product Sourcing, Inc. - DARE	\$769.50	DARE items
414.321	DCED UCC	\$24.00	first qtr. 2012
487	DVHIT	\$48,447.43	health insurance
414ZHB	Donna DeAngelis-Lehmann	\$160.00	court reporter
409.373	Elevator Specialties	\$175.00	monthly maintenance
403.225	Nicholas Ettorre	\$420.56	real estate tax collector expenses
409.373	Joseph Finkle & Son, Inc.	\$19.06	repair ceiling Admin. bldg.
411.212	Galls	\$68.94	flashlight/batteries/gloves
400.210	Garlits Printing	\$205.38	business cards/envelopes
410.210	" "	\$65.00	business cards
411.460	" "	\$94.13	business cards
414.210	" "	\$111.25	envelopes
409.373	Gorski Trash	\$270.00	trash removal
411.460	IAAI	\$75.00	annual membership 6/1/12 - 6/1/13
409.230	ISObunkers	\$704.43	propane
400.460	Robert Johnson	\$33.02	reimburse PSATS convention expenses
400.331	Kerrigan's Sunoco	\$66.47	Admin. vehicle inspection/oil change
410.374	" "	\$911.58	PD vehicle maintenance/repairs
414.374	" "	\$146.34	P & Z vehicle maint./repairs
403.115	Keystone Collections Group	\$2,098.71	April 2012 commissions
410.192	LexisNexis	\$444.44	2012 PA Crime & Veh. Hndbk.
410.210	" "	\$480.93	2012 PA Crim. Law Digest/PA Crime & Veh. Hndbk.
410.374	Bill Marsh Ford	\$1,138.29	PD vehicle body repair
414ZHB	McNamara, Bolla, Panzer	\$297.50	legal fees - ZHB
409.215	Newtown Office Supply	\$94.44	bldg. supplies
400.210	" "	\$65.87	office supplies
414.210	" "	\$65.87	" "
414.318	" "	\$245.70	recycling bins
414.461	" "	\$18.00	name plate
409.373	Newtown Pro Hardware	\$69.72	repairs to outside electrical
409.321	PA One Call	\$71.34	monthly activity fee
409.361	PECO	\$1,047.42	electric - township complex buildings
409.361	PECO	\$1,207.17	electric - PD building
438.460	Petty Cash - Public Works	\$100.00	reimburse petty cash
410.231	Ports Petroleum	\$2,341.10	unleaded fuel
410.231	Riggins Inc.	\$1,111.55	unleaded fuel
407.319	Ron Skotleski Video Productions	\$1,250.00	producer fee - BoS Mtgs. 4/17/12, 5/1/12/troubleshoot

MAY 2012 GENERAL FUND BILLS - 5/15/12

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
409.373	Smith's Yardville Supply	\$4.29	bdg supplies
410.210	Staples	\$322.66	office supplies
409.215	" "	\$68.98	bdg supplies
410.239A	Tanners Sports Center	\$74.95	holsters
409.373	Townscapes	\$2,570.00	initial Spr. cleanup/mowing/edging/mulching/pruning
409.341	UPS	\$14.13	overnight letter
409.321	Verizon Wireless	\$1,081.36	mobile phone service
410.239A	Witmer Public Safety Group	\$301.30	ammo/holsters

TOTAL \$74,647.70

**FOR BOARD APPROVAL

*OVER BUDGET

MAY 2012 LIQUID FUELS BILLS - 5/15/12

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
437	Asphalt Care	\$166.25	supplies
438.245	Crafco	\$720.20	asphalt sealer
437	Joseph Finkle & Son	\$104.13	lands. trailer maint.
432S	Garden State Highway Products	\$140.00	signs
437	GTS-Welco	\$135.86	cylinder rental
437	Histand's Equipment	\$74.74	repairs sealer
437	Histand's Supply	\$40.00	shop tool
437	Kerrigan's Sunoco	\$687.63	PW vehicle insp./repairs
437	Plasterer Equipment Company	\$2,036.94	backhoe repairs
437	Tanner's Lawn & Snow Equip.	\$105.45	blades
	TOTAL	\$4,211.20	

*OVER BUDGET

**PAID INTERIMLY

MAY 2012 PARK & REC BILLS - 5/15/12

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	CleanNet of Philadelphia	\$460.00	cleaning service
452.250	Gorski Trash	\$144.00	trash removal - 2 parks
452.250	Histand's Supply	\$198.00	water bags for trees
452.250	PECO	\$32.93	electric
452.250	PECO	\$88.66	electric
452.250	PECO	\$103.38	electric
452.250	Townscapes	\$1,350.00	mowing L.O./Br.
	TOTAL	\$2,376.97	

**PAID INTERIMLY

MAY 2012 WATER & SEWER BILLS - 5/15/12

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.374	John W. Black Electrical	\$3,879.00	repairs to heating units at plant
429.313	CKS Engineers	\$6,963.24	engineering fees
429.374	FRANC Environmental	\$1,002.50	clean pump stations/tanks
429.740	Hach Co.	\$477.14	corrosion control system
429.374	Kohl Bros.	\$1,980.00	pump repair
429.372	PECO	\$84.65	electric
429.372	PECO	\$1,652.69	electric
429.372	PECO	\$1,658.89	electric
429.371	QC Laboratories	\$95.00	testing
429.374	Smith's Yardville Supply	\$146.59	supplies
429.374	Townscapes	\$180.00	mowing HH treatment plant
429.210	USA BlueBook	\$302.59	supplies
429.740	" "	\$1,351.34	digital scale for corrosion control system
429.421	Verizon	\$30.41	phone
	TOTAL	\$19,804.04	

**PAID INTERIMLY

*/**OVER BUDGET/BOARD APPROVAL

MAY 2012 POLICE PENSION BILLS - 5/15/12

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400	Mockenhaupt Benefits Group	\$740.00	1st. qtr. actuarial svcs.

TOTAL **\$740.00**

**PAID INTERIMLY

MAY 2012 NON-POLICE PENSION BILLS - 5/15/12

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400	Mockenhaupt Benefits Group	\$750.00	1st qtr. actuarial svcs.
	TOTAL	\$750.00	

**PAID INTERIMLY

MAY 2012 INTERIM BILLS - 5/15/12

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400.192	PSATS	\$50.00	registration fee - workshop
	TOTAL	\$50.00	

*PREVIOUSLY APPROVED BY BOARD

MAY 2012 DUTCHESS FARM BILLS - 5/15/12

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.376	FRANC Environmental	\$443.11	sludge removal
429.371	QC Laboratories	\$37.50	testing
429.374	Teledyne ISCO	\$249.70	power pack for composite sampler
	TOTAL	\$730.31	

**PAID INTERIMLY

***OVER BUDGET/BOARD APPROVAL

MAY 2012 CAPITAL RESERVE BILLS - 5/15/2012

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
410.740	U.M.T. General Fund	\$ 11,108.03	Data 911 Hubb in-car camera reimb. G.F. - transfer to proper acct.
	TOTAL	\$ 11,108.03	