

Upper Makefield Township Board of Supervisors
January 4, 2010 Meeting Minutes

The January 4, 2010 reorganization meeting of the Upper Makefield Township Board of Supervisors was called to order by Supervisor Dave Kulig at 7:35 p.m. Mr. Kulig announced that existing Chair, Dan Rattigan, would be there shortly. In attendance were the following members of the Board of Supervisors: Treasurer Bud Baldwin, Member Tom Cino, Member Dave Kulig and Member John Silvers. Also in attendance were Township Manager Stephanie Teoli, Township Solicitor Steve Moyer, Esq. and Township Engineer Larry Young, P.E.

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

ADMINISTRATION OF THE OATHS OF OFFICE:

District Judge Donald Nasshorn administered Oaths of Office to Elected Auditor Guy Polhemus, Tax Collector Nick Ettorre, Supervisor Tom Cino and Supervisor John Silvers.

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.

RE-ORGANIZATION OF THE BOARD:

Election of Chairman

Mr. Rattigan accepted nominations for Chairman. A motion was made by Mr. Baldwin to appoint Mr. Kulig as Chairman. The motion was seconded by Mr. Cino and carried on a unanimous vote.

Election of Vice Chairman

Mr. Kulig then accepted nominations for Vice Chairman. A motion was made by Mr. Cino and was seconded by Mr. Silvers to appoint Mr. Baldwin as Vice Chairman. Motion carried on a unanimous vote.

**Appointment of Township Treasurer & Set Treasurer's Bond
(Bond currently set at \$1,000,000)**

Mr. Kulig accepted nominations for Treasurer. A motion was made by Mr. Baldwin to appoint Mr. Silvers as Township Treasurer and to set the Treasurer's Bond at \$1,000,000. The motion was seconded by Mr. Cino and carried on unanimous vote.

Appointment of Township Manager/Secretary

A motion was made by Mr. Baldwin and was seconded by Mr. Cino to appoint Stephanie Teoli as Township Manager/Secretary. Motion carried on unanimous vote.

Appointment of Township Solicitor

A motion was made by Mr. Rattigan and was seconded by Mr. Silvers to appoint Grim, Biehn & Thatcher as Township Solicitor. Motion carried on 4-0 vote with Mr. Baldwin abstaining.

Appointment of Township Engineer

A motion was made by Mr. Rattigan and was seconded by Mr. Baldwin to appoint Gilmore & Associates as Township Engineer. Motion carried on unanimous vote.

Township Hydrogeologist

A motion was made by Mr. Baldwin which was seconded by Mr. Silvers to appoint Mercuri & Associates, Inc. as Township Hydrogeologist. Motion carried on unanimous vote.

Vacancy Board Chairman

Mr. Baldwin made a motion, which was seconded by Mr. Cino, to appoint Mr. Bill Gunser as Vacancy Board Chair. Motion carried on a unanimous vote.

BOARD OF SUPERVISORS – LIAISON APPOINTMENTS:

A motion was made by Mr. Silvers and was seconded by Mr. Cino to appoint Mr. Baldwin as liaison to the Police Department. Motion carried on a unanimous vote.

A motion was then made by Mr. Baldwin and was seconded by Mr. Silvers to establish Board of Supervisors’ Liaison appointments for 2010 as set forth below.:

- Upper Makefield Township Planning Commission – Mr. Kulig
- Park & Recreation Board – Mr. Cino
- Historical Advisory Commission – Mr. Silvers
- Historic Architectural Review Board - Mr. Cino
- Fire Company – Mr. Silvers
- Council Rock School Board – Mr. Cino
- Regional Traffic Advisory Committee – Mr. Rattigan and Mr. Silvers
- Upper Makefield Township Traffic Advisory Committee – Mr. Rattigan
- Open Space/Environmental Advisory Council – Mr. Kulig
- Non-Uniformed Employee – Mr. Silvers
- Delegate to PSATS for 2010 Convention – vacant
- National Veterans’ Cemetery – Mr. Kulig
- Public Works – Mr. Baldwin
- Agricultural Security Advisory Board – Mr. Baldwin
- Capital Improvement Oversight Committee – Mr. Rattigan
- Emergency Management – Mr. Baldwin

Motion carried on unanimous vote.

DEPOSITORY APPOINTMENTS:

A motion was made by Mr. Baldwin and was seconded by Mr. Silvers to authorize that township funds be deposited with Citizens Bank, TD Bank and Smith Barney, as set forth below.

- A. **Citizens Bank:** Concentration Account, Payroll Account, Disbursement Account, Building Construction Fund, Water and Sewer Fund, Liquid Fuels Fund, Park & Rec 3 Year Cap Fund, Open Space Fund, Capital Reserve Fund
- B. **TD Bank:** Tree Fund, Grading Escrow Fund, Fire Fund, Cable TV Fund, Park & Rec Fund, Operation & Maintenance Agreement, Revolutionary Run Emergency Services, and Riparian Buffer & Restoration
- C. **Smith Barney:** Police & Non-Uniformed Pension Funds

Motion carried on a 4-0 vote with Mr. Cino abstaining.

Set Mileage Rate for 2010 – \$0.55 per mile

A motion was made by Mr. Baldwin and was seconded by Mr. Cino to set the mileage rate for 2010 at \$0.55 per mile. Motion carried on unanimous vote.

ADOPTION OF CONSULTANT RATES:

A motion was made by Mr. Rattigan and was seconded by Mr. Kulig to set the 2010 rates as submitted in board packets for the consultants listed below.

Township Engineer - Larry Young, P.E. - Gilmore & Associates

Township Solicitor - John Rice, Esq. - Grim, Biehn, Thatcher

Township Hydrogeologist – Bruno Mercuri – Mercuri & Associates, Inc.

Zoning Hearing Board Solicitor - William Bolla, Esq. – McNamara, Bolla, Williams & Panzer

Motion carried on a unanimous vote, with the exception of Mr. Baldwin abstaining on the vote to adopt the Grim, Biehn & Thatcher rates.

APPOINTMENT OF THIRD PARTY AGENCY FOR BUILDING INSPECTION SERVICES

A motion was made by Mr. Baldwin and was seconded by Mr. Rattigan to appoint Keystone Municipal Services, Inc. to perform building inspections and plan review. Motion carried on a unanimous vote.

NEWSPAPERS/MEETING DATES/SALARIES/FEES:

A motion was made by Mr. Baldwin and was seconded by Mr. Silvers to establish that legal notices be placed in the *Advance*, the *Bucks County Courier Times* or the *Philadelphia Inquirer*. Motion carried on a unanimous vote.

A motion was made by Mr. Baldwin and was seconded by Mr. Kulig to establish the first and third Wednesdays as meeting days for the Board of Supervisors. Motion carried on a unanimous vote.

A motion was made by Mr. Baldwin and was seconded by Mr. Silvers to adopt the 2010 salary

schedule as recommended by the Township Manager. Motion carried on a unanimous vote.

A motion was made by Mr. Baldwin and was seconded by Mr. Silvers to approve the 2010 Fee Schedule. Motion carried on a unanimous vote.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Approval of Minutes – December 16, 2009

A motion was made by Mr. Rattigan and was seconded by Mr. Baldwin to approve the December 16, 2009 minutes. Motion carried on a 3-0 vote with Mr. Cino and Mr. Silvers abstaining.

Bills Payable – January 4, 2010

A motion was made by Mr. Baldwin, seconded by Mr. Kulig, to approve the bills payable for January 4, 2010 in the amount of \$90,029.87. Motion carried on unanimous vote.

Resolution No. 2010-01-04-1 – Township Liaison to Berkheimer

A motion was made by Mr. Baldwin and was seconded by Mr. Silvers to approve Resolution No. 2010-01-04-1 appointing Township Manager Stephanie Teoli as the liaison between Upper Makefield Township and Berkheimer. Motion carried on a unanimous vote.

EXECUTIVE SESSION:

Mr. Kulig announced that the board held an Executive Session at 7:00 p.m. this evening to discuss personnel issues.

ADJOURNMENT:

A motion was made by Mr. Baldwin and was seconded by Mr. Silvers to adjourn the meeting at 8:15 p.m. Motion carried on unanimous vote.

Approved: January 20, 2010