

Upper Makefield Township Board of Supervisors
September 2, 2014 Meeting Minutes

The September 2, 2014 public meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Tom Cino at 7:33 p.m. In attendance were the following members of the Board of Supervisors: Chair Tom Cino, Vice Chair Larry S. Breeden, Member Dan Rattigan and Member Mike Tierney. Treasurer Mary Ryan was not present. Also in attendance were Interim Township Manager David R. Nyman and Township Solicitor Mary Eberle, Esq.

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

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

ANNOUNCEMENTS

Mr. Cino announced that there will be an executive session after tonight's meeting for personnel matters.

PUBLIC COMMENT

Larry Wenger, 821 Dolington Road, suggested the Board communicate with State Senator Chuck McIlhinney regarding a Clean Drinking Water bill as he is concerned about dumping septic effluent into a dry stream.

Jim Barbera, 817 Dolington Road, stated the on-lot plan discussed at the last meeting is not a solution and will be difficult to monitor, so residents are still dealing with sewage on their property. He asked if the property owners could choose to participate and what would happen in the event that 100% chose to not participate. He recommends connecting to the Lower Makefield system if they cannot connect to the Gray plant. He announced there would be a Dolington residents meeting at the Lower Makefield Friends Meeting House September 7th at 7 PM.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Mr. Breeden and was seconded by Mr. Rattigan to approve the August 19, 2014 minutes. Motion carried by unanimous vote.

Mr. Cino read into the record the bills for September 2, 2014. A motion was made by Mr. Rattigan and was seconded by Mr. Breeden to approve the September 2, 2014 Bills Payable List in the amount of \$148,447.30. Motion carried on a unanimous vote.

PLANNING AND ZONING ISSUES

Emro Zoning Hearing Board Application, 436 Pineville Road

Mr. Kuhns provided an overview of the application requesting a variance to construct a storage building within the side and rear yard setbacks. After discussion, a motion was made by Mr. Breeden and seconded by Mr. Rattigan for the Board to take no position on the Emro Zoning Hearing Board application. All present voted in favor.

SOLICITOR'S REPORT

There was no Solicitor's Report.

MANAGER'S REPORT

Public Hearing Request

Mr. Nyman read an email from PHMC Executive Director James Vaughn regarding the Township's request that PHMC host a public hearing to review and clarify the Master Plan for the Washington Crossing Historic Park. Mr. Vaughn stated that the PHMC and DCNR will hold a public hearing at the site once all reports are received and details of the transition of Park governance are finalized.

Budget Process

Mr. Nyman provided a proposed timeline for the 2015 Budget process and stated that he will provide a draft budget that addresses the needs of the community with the objective of minimizing expenses and utilizing reasonable income and asked if the Board has any defined objectives.

Mr. Breeden suggested consideration of targeted reductions in expenses, using the CPI as a guide.

Mr. Rattigan suggested evaluating our needs noting substantial cuts have been made over the past 6 years.

Mr. Tierney suggested a rational look at our needs.

Mr. Nyman reminded the Board of the greater than normal expenses experienced during our severe winter.

Mr. Cino stated that we need to consider reducing expenses while fulfilling the needs of the operation of the Township.

Heritage Hills Water Booster Pumping Station Pressure Release Valve Discharge Piping Drainage System

Mr. Nyman provided an overview of the project, noting CKS Engineers recommendation for accepting the proposal for installation of the Heritage Hills Water Booster Pumping Station drainage system from Passerini & Sons, Inc. of Pipersville, PA in the amount of \$7,350. A motion was made by Mr. Breeden and seconded by Mr. Tierney to accept the proposal by Passerini & Sons in the amount of \$7,350 for the installation of the Heritage Hills Water Booster Pumping Station drainage system. All present voted in favor.

Heritage Hills and Dutchess Farms Wastewater Treatment Plant Effluent Sampler Installation

Mr. Nyman provided an overview of the project noting CKS Engineers recommendation for accepting the proposal for installation of the Heritage Hills and Dutchess Farms WWTP Effluent Sampler from Barry J. Hoffman Co., Inc. of Allentown, PA in the amount of \$4,725. A motion was made by Mr. Rattigan and seconded by Mr. Breeden to accept the proposal by Barry J. Hoffman Co. in the amount of \$4,725 for the installation of the Heritage Hills and Dutchess Farms WWTP Effluent Sampler. All present voted in favor.

Pension Funds – Annual Minimum Municipal Obligation

Mr. Nyman provided an overview of the 2015 Minimum Municipal Obligation (MMO) and said that the amount of the Minimum Municipal Obligation (MMO) required for the two pension funds in 2015 is \$333,183 , with approximately \$176,300 offset by anticipated state aid. Following discussion, a motion was made by Mr. Breeden and was seconded by Mr. Tierney to authorize the Interim Township Manager to sign the Police Minimum Municipal Obligation (MMO) and the Non-Police Minimum Municipal Obligation (MMO). All present voted in favor.

Pension RFP Considerations

As requested at the last meeting, the supervisors have received copies of all six proposals received for Township Pension Investment Consulting Services. Mr. Rattigan recused himself from consideration

of this issue noting that he works for UBS. Discussion followed and a motion was made by Mr. Breeden and seconded by Mr. Tierney to accept the proposal from RBC Wealth Management/Courtney Investment Consulting Group, Conshohocken, PA to provide investment consulting services for the Township Pension Plans. The motion carried 3 to 0 with Mr. Rattigan abstaining.

RFPs

Mr. Nyman noted that Requests for Proposals for Township consultants were prepared and distributed to the Supervisors for their deliberation at tonight's meeting, as requested by the Board. Discussion followed and a motion by Mr. Breeden and seconded by Mr. Tierney to advertise for proposals for Township Solicitor, Township Engineer, Township Water & Sewer Engineer, Township WWTP Operator and Township Auditor. Mr. Rattigan stated the value of benchmarking services regularly. All present voted in favor.

ENGINEER'S REPORT

There was no Engineer's Report.

PUBLIC COMMENT AND MEDIA QUESTIONS

Guy Polhemus, Washington Crossing, stated that the Township should not let Washington Crossing Historic Park go for a profit stating that a transparent discussion is imperative.

Dan Johannson, Washington Crossing, asked that Mr. Zarko include the assumptions he has made as part of his report at the next meeting.

ADJOURNMENT

A motion was made by Mr. Rattigan and was seconded by Mr. Breeden to adjourn the meeting at 8:17 p.m. Motion carried on unanimous vote.

Approved: September 16, 2014

Submitted by:



David R. Nyman
Interim Township Manager

SEPTEMBER 2014 GENERAL FUND BILLS - 9/2/14

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
409.321	Acteon Networks	\$5,360.02	new phone system - twp. complex 50%
414.322	David Anderson	\$187.20	refund balance Professional Services Escrow
410.460	Awards and More	\$50.00	retirement gift for Bucks County trng. officer
223.000	Gerald S. Bowman	\$30.00	reimburse for union dues overpayment
400.340	Bucks County Courier Times	\$291.20	annual subscription
410.210	Business Management Daily	\$39.95	A. Hamilton Inst. Fed. and State Emp. Law 6 mo. update
409.321	Comcast - PD	\$322.82	phone/long distance/internet
409.373	Cooper Pest Solutions	\$122.03	exterior and general maintenance
400.314	Eckert Seamans Cherin & Mellott	\$2,569.57	legal fees
410.470	Harry M. Gacad	\$10.00	Special Archery Permit I.D. Card
410.238	Galls	\$136.94	boots
414.322	Michael Gara	\$240.00	refund balance Professional Services Escrow
400.313	Gilmore & Associates	\$9,689.48	engineering fees
414.313A	" "	\$15,298.47	" "
400.373	Good Air Conditioning & Heating	\$450.00	PD Bldg. annual maint. contract
400.314	Grim, Biehn & Thatcher	\$4,551.00	legal fees
414.314A	" "	\$2,167.50	" "
409.373	Gym Source	\$400.00	service PD gym equipment
410.374	Kerrigan's Sunoco	\$2,286.37	PD vehicle repairs
410.374	M & M Sunoco Towing	\$75.00	towing service
414ZHB	McNamara, Bolla & Panzer	\$1,452.12	zoning hearing board legal fees
409.215	Office Basics	\$35.85	bldg. supplies
410.210	" "	\$74.85	office supplies
414.210	" "	\$74.85	" "
409.361	PECO	\$1,232.82	electric - Admin. Bldg.
409.361	PECO	\$1,287.03	electric - P.D. Bldg.
410.238	Red the Uniform Tailor	\$638.83	uniforms
407.319	Ron Skotleski Video Productions	\$425.00	BoS Mtg. 8/19/14
409.373	Smith's Yardville Supply	\$12.99	paint for modular ramp handrail
488	Standard Insurance	\$642.58	add/life insurance premium
488A	" "	\$1,430.90	std insurance premium
488B	" "	\$839.17	ltd insurance premium
409.215	Staples Advantage	\$54.60	bldg. supplies
410.210	" "	\$12.59	office supplies
410.231	Superior Plus Energy	\$1,191.63	unleaded gasoline
410.134	Nicole Thompson Animal Control	\$300.00	animal control officer 7/11/14 - 8/30/14
407.319	Trent Design	\$1,875.00	technical website upgrade project
409.341	U.S. Postal Service	\$750.00	replenish postage meter
409.321	Verizon Wireless	\$972.09	mobile phone service
410.541	" "	\$26.24	" "
409.373	Waste Management	\$274.70	trash removal/recycling Twp. Complex
410.374	YIS/Cowden Group	\$119.85	calibration
TOTAL		\$58,001.24	

**FOR BOARD APPROVAL

SEPTEMBER 2014 LIQUID FUELS BILLS - 9/2/14

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
433TL	Armour & Sons Electric	\$95.00	traffic signal repair
437	Betts Equipment	\$34.57	pole saw repair
432S	Garden State Highway Products	\$989.22	signs/post kits
437	Robert Johnson Jr.	\$129.00	reimburse for solar panel
437	Kerrigan's Sunoco	\$315.93	vehicle inspection/repair
437	NAPA Auto Parts	\$29.70	shop supplies
437	Sherwin-Williams	\$27.38	rollers
437	Sosmetal	\$259.36	shop supplies
437	Tanner's Lawn & Snow Equip.	\$122.84	mower maint.
	TOTAL	\$2,003.00	

**PAID INTERIMLY

SEPTEMBER 2014 PARK & REC BILLS - 9/2/14

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	Joseph Finkle & Son	\$30.98	screws for bleachers/lights
452.250	Hajoca Corporation	\$400.42	spigot replacements
452.250	Lester E. Leedom	\$275.00	welding of bleacher seat
452.250	PECO	\$40.75	electric
452.250	PECO	\$70.39	electric
452.250	PECO	\$135.10	electric
452.250	Smith's Yardville Supply	\$71.92	crystal pellets Brownsburg
452.250	Waste Management	\$476.50	trash/recycl./tournament - reimb.
	TOTAL	\$1,501.06	

**PAID INTERIMLY

SEPTEMBER 2014 PARK 3 YR CAP BILLS - 9/2/14

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
452.300	Gilmore & Associates	\$758.34	engineering fees

TOTAL **\$758.34**

**PAID INTERIMLY

SEPTEMBER 2014 WATER & SEWER BILLS - 9/2/14

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.376	FRANC Environmental	\$2,351.70	sludge hauling
429.372	PECO	\$85.02	electric
429.372	PECO	\$101.82	electric
429.372	PECO	\$85.89	electric
429.372	PECO	\$1,580.35	electric
429.372	PECO	\$1,234.85	electric
429.374	Paone Electric	\$421.75	repair booster station
429.371	Suburban Testing Labs	\$185.00	testing
429.356	U.M.T. General Fund	\$12,500.00	reimburse G.F. for portion of Gen'l Liability
429.421	Verizon	\$108.68	phone
429.421	Verizon	\$39.02	phone
	TOTAL	\$18,694.08	

**PAID INTERIMLY

SEPTEMBER 2014 DUTCHESS FARM BILLS - 9/2/14

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.376	FRANC Environmental	\$783.97	sludge removal
429.371	Suburban Testing Labs	\$288.00	testing
	TOTAL	\$1,071.97	

**PAID INTERIMLY

SEPTEMBER 2014 WATER/SEWER CAPITAL RESERVE BILLS - 9/2/14

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
429.740	Corrosion Control Corp.	\$65,214.00	** pmt. for Year 2 work
429.740	U.M.T. WS Fund	\$1,203.61	transfer CKS Eng. ck# 3596 to proper acct.
TOTAL		\$66,417.61	

**PAID INTERIMLY