

Upper Makefield Township Board of Supervisors December 20, 2016 Meeting Minutes

The December 20, 2016 public meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Dan Rattigan at 7:33 p.m. In attendance were the following members of the Board of Supervisors: Chair Dan Rattigan, Vice Chair Tom Cino, Member Diana Nolan and Member Mike Tierney. Treasurer Mary Ryan was not present. Also in attendance were Township Manager David Nyman, Township Solicitor Mary Eberle, Esq., Director of Planning & Zoning Dave Kuhns and Police 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:

- River Road will be closed between Embarcation and Lord Sterling Roads on Thursday, December 22 from 8 am – 5 pm while PennDOT installs a pipe. Local access will be maintained up to the construction zone and detours will be posted.
- The annual Christmas Day Crossing Reenactment will be held from noon – 3, with the actual crossing at 1 pm. More information on the day's events can be found on the Washington Crossing Historic Park website.
- PECO is upgrading the power lines along Taylorsville Road to increase voltage and better serve residents, which has required increased clearing.
- Reorganization Meeting of the Board of Supervisors will be held on Tuesday, January 3 at 7:30 pm.
- Annual meeting of the elected auditors will be held on Wednesday, January 4 at 3 pm.
- Recognition of two residents whose terms are expiring on Township volunteer boards:
 - Tom Kovacevich has served on the Zoning Hearing Board since 2012. Prior to that, Tom completed a 5 year term on the Park and Recreation Board; and
 - Laurie Hosie, who was appointed to the Financial Advisory Board when it was formed in 2014, serving as its chair.
- Recognition of two employee milestones reached in 2016:
 - Detective Haines, 30 years
 - Officer Fuchs, 10 years

PUBLIC COMMENT

Larry Breeden, Washington Crossing, reviewed the tax millages since 2010 stating that a reform movement led to open space debt refinancing, elimination of rotating cash in the Open Space Fund, re-evaluating healthcare packages and implementation of a 5 year Capital Improvement Plan. He stated that the savings in open space funds were not passed on to the taxpayers with a surplus of over \$1 million. He proposed open space millage of 6.0477 for the 2017 budget.

Dan Johanssen, Upper Makefield, thanked the Board for proactive financial planning and for removing the 1 mil real estate tax from the General Fund.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Ms. Nolan and was seconded by Mr. Cino to approve the December 6, 2016 meeting minutes. Motion carried by unanimous vote.

Mr. Rattigan presented the bills list for December 20, 2016. A motion was made by Mr. Cino and was seconded by Ms. Nolan to approve the December 20, 2016 Bills Payable List in the amount of \$253,348.47. Motion carried by unanimous vote.

PLANNING AND ZONING ISSUES

There were no Planning and Zoning issues.

SOLICITOR'S REPORT

Ordinance No. 313 – Authorizing Revisions to the Personnel Policy by Resolution

Ms. Eberle provided an overview of the ordinance which allows for revisions to the Personnel Policy by resolution. Mr. Rattigan opened the public hearing. There were no comments by members of the board or members of the public. Mr. Rattigan then closed the public hearing. A motion was made by Mr. Cino and seconded by Ms. Nolan to adopt Ordinance No. 313 authorizing revisions to the Personnel Policy by resolution. Motion carried by unanimous vote.

MANAGER'S REPORT

Resolution No. 2016-12-20-01 – Amending Personnel Policy to Provide Group Health Benefit Opt-out for all Employees

Mr. Nyman provided an overview of the resolution which reflects the Board's desire to provide employees with an opt-out provision for Group Health Benefits. A motion was made by Ms. Nolan and seconded by Mr. Cino to approve Resolution No. 2016-12-20-01 to provide a group health benefit opt-out provision for all employees. Motion carried by a unanimous vote.

Resolution No. 2016-12-20-02 – Adoption of 2017 Budget

Mr. Nyman provided highlights of changes to the preliminary budget, especially noting that there is no real estate millage proposed for the General Fund and the net result is a 2.25 decrease in real estate millage. Mr. Rattigan provided an overview of the very positive, recent, credit overview by Moody's Investors Service noting the assigned rating of Aa1.

Mr. Tierney suggested that the open space millage should be lowered to 6.0477 and made a motion to that affect, seconded by Ms. Nolan. The motion was defeated by a 3 to 1 vote with Mr. Tierney voting in favor.

Vic Ameye, East Grant, questioned the EIT calculation. Mr. Nyman stated that the Keystone estimate was \$3,650,000 and that we have 20 taxpayers who contribute 40% of the EIT funds making it a highly volatile amount.

Larry Breeden, Washington Crossing, stated that the open space millage should be set to accurately reflect the debt payments and supported the 6.0477 proposal.

A motion was then made by Mr. Cino and seconded by Ms. Nolan to approve Resolution 2016-12-20-02 adopting the 2017 Final Budget, as presented. Motion carried by a 3 to 1 vote with Mr. Tierney voting in opposition.

Resolution No. 2016-12-20-03 – 2017 Tax Levy

A motion was made by Mr. Cino and seconded by Ms. Nolan to approve Resolution 2016-12-20-03

enacting the Tax Levy for 2017. Motion carried by a 3 to 1 vote, with Mr. Tierney voting in opposition.

ENGINEER'S REPORT

2016 Road Project – Payment Request #2 (Final) – Phase 2

Mr. Nyman shared Mr. Young's overview of the project and recommendation for approval of Payment Request #2 (Final) – Phase 2 in the amount of \$46,527.32. A motion was made by Ms. Nolan and seconded by Mr. Cino to approve Payment Request #2 (Final) – Phase 2 in the amount of \$46,527.32. Motion carried by unanimous vote.

BOARD AND COMMISSION REPORTS

There were no board and commission reports.

DEPARTMENT REPORTS

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

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

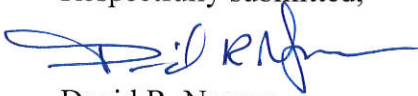
PUBLIC COMMENT

There was no additional public comment.

ADJOURNMENT

A motion was made by Mr. Cino and seconded by Ms. Nolan to adjourn at 8:16 p.m. Motion carried on unanimous vote.

Respectfully submitted,



David R. Nyman
Interim Township Manager
Approved: January 3, 2017

DECEMBER 2016 GENERAL FUND BILLS - 12/20/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
409.321	Acteon Networks	\$270.00	phone system software maintenance 12/28/16 - 12/27/17
400.210	Associated Imaging Solutions	\$4.60	shipping charge on toner
414.210	" "	\$4.60	" "
410.238	Atlantic Tactical	\$299.94	uniforms
410.210	Matthew Bender - LexisNexis	\$90.08	PA Law Enforcement Handbook 2017 Edition
410.192	Bucks County Police Association	\$55.00	3 training courses - Hatton
400.374	CIT Technology	\$555.74	copier rental
400.312	CKS Engineers	\$8,803.00	engineering fees
414.313A-1	" "	\$2,870.96	" "
410.462	COSI	\$486.18	random drug/alcohol testing P. D.
410.374	Carstar Bill Marsh of Newtown	\$4,811.21	car damage repair (insurance reimburseable)
430.238	Clemens	\$92.00	P. W. uniform rental
409.373	" "	\$18.10	floor mat rental
409.321	Comcast	\$312.61	phone service/internet service Admin. Bldg.
409.321	Comcast	\$175.07	phone service/internet service P. W. Bldg.
409.321	Comcast	\$8.45	P. D. special video account
409.373	Cooper Pest Solutions	\$122.03	exterior program/general maintenance
400.340	Courier Times	\$81.41	advertising
414.340	" "	\$157.81	" "
410.540-1	Creative Product Sourcing	\$2,548.80	DARE Program items
414.460	District Court #07-02-07	\$17.00	civil complaint
409.373	Emergency Generator Repair	\$940.00	annual generator maintenance/service
409.373	Epic Systems Group	\$325.20	alarm monitoring P.D. and Admin. bldgs. 10/1/16 - 3/31/17
403.225	Nicholas Eitorre	\$303.06	November 2016 expenses
409.373	Joseph Finkle & Son	\$180.95	new P. W. fuel tank fuel pump hose holder
410.210	Garlits Printing	\$99.50	business cards
409.373	Good Air Conditioning/Htg.	\$190.00	troubleshoot system leak
400.314	Grim, Biehn & Thatcher	\$7,278.34	legal fees
414.314A	" "	\$1,881.00	" "
411.460	IABTI	\$50.00	2017 annual membership dues - John Kernan
409.373	Jammer Doors	\$75.00	labor to troubleshoot broken garage door - P. W. garage
409.373	Kencor Elevator Systems	\$180.00	monthly elevator maintenance P. D. Bldg.
411.331	John Kernan	\$97.20	mileage reimbursement travel outside of UMT Nov. 2016
410.374	Kerrigan's Sunoco	\$948.48	inspection/maint./repairs P. D. vehicles
403.115	Keystone Collections Group	\$7,301.07	EIT tax collector
410.238	McDonald Uniform	\$207.00	protective vest carrier
400.210	Newtown Office Supply	\$22.92	office supplies
410.210	" "	\$196.06	" "
438.460	" "	\$5.88	" "
409.373	" "	\$28.99	door bell - P & Z interior door
409.321	PA One Call	\$63.96	monthly notifications - 11/2016
409.215	Ready Refresh	\$109.25	drinking water for Twp. bldgs.
410.238	Red the Uniform Tailor	\$1,163.99	police uniforms
410.231	Riggins	\$1,183.99	unleaded gasoline
407.319	Ron Skotleski Video Productions	\$400.00	producer fee BoS Mtg. 12/6/16
409.215	Smith's Yardville Supply	\$6.99	batteries
409.373	" "	\$19.84	Mtg. Room repair/P.D. Bldg. repair
411.212	Staples Credit Plan	\$21.93	supplies
410.462	Suburban Orthopaedic Specialists	\$800.00	Fitness for Duty Exam
409.230	Suburban Propane	\$322.07	propane
409.373	Townscapes	\$160.00	mowing Twp. Complex/bike path
410.470	TransUnion	\$25.00	police investigations
400.313	Tri-State Engineers	\$7,083.25	engineering fees
414.313A	" "	\$5,492.20	" "
492E	U. M. T. Fire Fund	\$1,625.00	transfer supervisor pay to Fire Fund per agreement
TOTAL		\$60,572.71	

**FOR BOARD APPROVAL

DECEMBER 2016 LIQUID FUELS BILLS - 12/20/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
438.245	Colony Materials	\$480.00	road debris disposal
432S	Garden State Highway Prod.	\$259.17	signs
438.245	HEI-WAY	\$1,123.38	road materials
432A	Morton Salt	\$19,084.20	bulk Safe-t-Salt
437	NAPA Auto Parts	\$260.94	truck maintenance
434SL	PECO	\$124.99	street lighting
433TL	PECO	\$24.44	traffic lighting
437	Praxair	\$52.11	cylinder rental
437	R & S Equipment Repair	\$506.94	service/inspection 2 trailers
437	Smith's Yardville Supply	\$70.44	shop supplies
437	Sosmetal Products	\$238.63	shop supplies
437	Tanners Lawn & Snow Equip.	\$314.24	motor oil/filters/snow markers/repairs
432	U.M.T. General Fund	\$913.36	reimburse GF for snow/ice o/t
TOTAL		\$23,452.84	

**PAID INTERIMLY

DECEMBER 2016 WATER/SEWER CAPITAL RESERVE BILLS - 12/20/16

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
429.740	CKS Engineers	\$2,628.69	engineering fees
429.740	PECO	\$19,311.35	Lakeside electrical sys. upgrade
	TOTAL	\$21,940.04	

**PAID INTERIMLY