

**Upper Makefield Township Board of Supervisors**  
**February 6, 2018 Meeting Minutes**

The February 6, 2018 public meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Tom Cino at 7:30 p.m. In attendance were the following members of the Board of Supervisors: Chair Tom Cino, Vice Chair Diana Nolan, Treasurer Mike Tierney and Member Kris Ballerini. Member Ed Ford was absent. Also in attendance were Township Manager David Nyman, Township Solicitor Mary Eberle, Esq., Township Engineer Larry Young, P.E., Director of Planning & Zoning Dave Kuhns and Sergeant Patrick Durkin.

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 made the following announcements:

- An Executive Session was held prior to this evening's meeting for personnel matters.
- Residents interested in serving on a Township board or committee are invited to submit a Volunteer Board application, which can be found on the Township website.
- The 3<sup>rd</sup> public educational session concerning On-Lot Sewage Disposal Systems and the inspection/assessment process for properties in the Dolington/Taylorville areas will be held Thursday, February 8 at 7:00 pm at the Township building.
- The Upper Makefield Fire Company Gala will be held on Saturday, March 3 at 6:30 pm at the Washington Crossing Inn. Cost is \$25/person and all proceeds benefit the Upper Makefield Fire Company. For more information, visit [umfc.org](http://umfc.org) or call 267-980-0667.

Ms. Ballerini announced:

- Early morning drivers need to be cautious in passing school buses picking up students. Several incidents have been reported and the Police Department is being extra vigilant.
- Residents are encouraged to sign onto the Upper Makefield Community Post Facebook page.

**PUBLIC COMMENT**

Dan Johansson, Upper Makefield, stated that as an update regarding his concerns regarding a portion of the road surface on Route 532, he had an on site meeting with the Public Works Superintendent and a staff member from the Township Engineer's office and a report was to be forwarded to PennDOT.

**APPROVAL OF MINUTES AND BILLS PAYABLE**

A motion was made by Ms. Ballerini and was seconded by Ms. Nolan to approve the January 16, 2018 meeting minutes. Motion carried by a unanimous vote.

Mr. Cino presented the bills list for February 6, 2018. A motion was made by Ms. Nolan and was seconded by Ms. Ballerini to approve the February 6, 2018 Bills Payable List in the amount of \$511,499.24. Motion carried by unanimous vote.

**PLANNING AND ZONING ISSUES**

**Romano Zoning Hearing Board Application, 65 Bailey Drive**

Mr. Kuhns provided an overview of the application requesting relief from setback requirements between swimming pools and septic systems. Discussion followed and a motion was made by Ms. Nolan and was seconded by Ms. Ballerini to take no position. Motion carried by a unanimous vote.

## **SOLICITOR'S REPORT**

### **Fonthill Settlement Agreement**

Ms. Eberle provided an overview of the Fonthill Settlement Agreement. A motion was then made by Ms. Ballerini and seconded by Ms. Nolan to authorize the Township Solicitor to execute the Fonthill Settlement Agreement. Motion carried by unanimous vote.

## **MANAGER'S REPORT**

### **Public Works Budgeted Equipment Purchases**

Mr. Nyman requested additional time to review budgeted equipment purchases for the Department of Public Works. A motion was made by Mr. Tierney and seconded by Ms. Ballerini to table consideration of the equipment purchases until the next Board of Supervisors meeting. Motion carried by unanimous vote.

### **UMBA Request for Rescue Boat Funding**

Mr. Nyman provided an overview of the request from the Upper Makefield Business Association to use \$21,085.00 from the Emergency Service Fund toward the purchase of a rescue boat. Following discussion, a motion was made by Ms. Nolan and seconded by Ms. Ballerini to approve UMBA's request for \$21,085.00 in EMS funds to use toward the purchase of a rescue boat. Motion carried by unanimous vote.

### **Part Time Police Officer**

A motion was made by Ms. Nolan and seconded by Ms. Ballerini to hire Kyle Areias as a part-time police officer. Motion carried by unanimous vote.

### **Resident Request – Sewer Bill Adjustment**

Mr. Nyman provided an overview of a resident's request for a one-time sewer billing reduction. An outside pipe burst resulting in an excessive use of water, however the resident maintains that outside water did not incur sewer usage. Discussion followed and a motion was made by Ms. Nolan seconded by Mr. Cino to deny the request to reduce the sewer bill to \$75.00. Motion was defeated by a 1 to 3 vote, with Mr. Cino voting in the affirmative. A motion was then made by Mr. Tierney seconded by Ms. Nolan to reduce the sewer bill to \$102.20. Motion carried by a unanimous vote.

### **Board/Committee Vacancies Discussion**

Mr. Nyman noted that the board and committee vacancy listing is in board packets. Mr. Cino requested Board input regarding the scheduling of interviews. Following discussion, a motion was made by Mr. Cino and seconded by Ms. Ballerini to direct Mr. Nyman to schedule interviews for all applicants interested in filling board/committee vacancies prior to the next Board of Supervisors meeting. Motion carried by a unanimous vote.

## **ENGINEER'S REPORT**

### **Public Works Building Expansion Project-Electrical – Change Order #1**

Mr. Young provided an overview of the project and recommended approval of Public Works Expansion Project-Electrical Change Order #1 for a time extension to April 30, 2018 for substantial completion and May 16, 2018 for final completion. Following discussion, a motion was made by Ms. Nolan and seconded by Ms. Ballerini to approve Public Works Building Expansion Project-Electrical Change Order #1. Motion carried by a unanimous vote.

**Public Works Building Expansion Project- Construction – Change Order #1**

Mr. Young provided an overview of the project and recommended approval of Public Works Expansion Project-Construction Change Order #1 for a time extension to April 30, 2018 for substantial completion, May 16, 2018 for final completion. Following discussion, a motion was made by Ms. Nolan and seconded by Ms. Ballerini to approve Public Works Building Expansion Project-Construction Change Order #1. Motion carried by a unanimous vote.

**Lookout Park Building Improvement Project – Change Order #1**

Mr. Young provided an overview of the project and recommended approval of Lookout Park Building Improvement Project Change Order #1 for a time extension to April 13, 2018 for substantial completion, April 30, 2018 for final completion. Discussion followed and a motion was made by Ms. Nolan and seconded by Ms. Ballerini to approve Lookout Park Building Improvement Project Change Order #1. Motion carried by a unanimous vote.

**Drainage and Paving Projects-Phase 2 – Change Order #1**

Mr. Young provided an overview of the project and recommended approval of Drainage and Paving Projects-Phase 2 Change Order #1 for a time extension to February 15, 2018 for substantial completion, March 2, 2018 for final completion. Following discussion, a motion was made by Ms. Nolan and seconded by Ms. Ballerini to approve the Drainage and Paving Projects-Phase 2 Change Order #1. Motion carried by a unanimous vote.

**London Court – Well Guarantee Escrow Release**

Mr. Young provided an overview of the project and recommended approval of the London Court Well Guarantee Escrow Release. Following discussion, a motion was made by Ms. Nolan and seconded by Ms. Ballerini to approve the London Court Well Guarantee Escrow Release in the amount of \$7,500.00 plus accrued interest. Motion carried by a unanimous vote.

**Stone Foundation – Well Guarantee Escrow Release**

Mr. Young provided an overview of the Stone Foundation project and recommended approval of the well guarantee escrow release. Discussion followed, and a motion was made by Ms. Nolan and seconded by Ms. Ballerini to approve the Stone Foundation Well Guarantee Escrow Release in the amount of \$10,000.00 plus accrued interest. Motion carried by a unanimous vote.

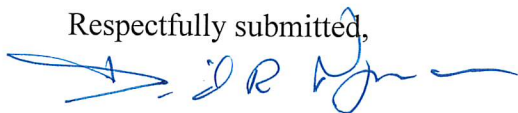
**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

A motion was made by Ms. Nolan and seconded by Ms. Ballerini to adjourn at 7:59 p.m. Motion carried on unanimous vote.

Respectfully submitted,



David R. Nyman  
Township Manager

Approved: February 20, 2018