

**Upper Makefield Township Board of Supervisors**  
**October 3, 2017 Meeting Minutes**

The October 3, 2017 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 Tom Cino, Treasurer Mary Ryan, Member Diana Nolan and Member Mike Tierney. Also in attendance were Township Manager David Nyman, Township Solicitor Mary Eberle, Esq., Township Engineer Wes Plaisted, P.E., Director of Planning & Zoning Dave Kuhns 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**

Mr. Rattigan made the following announcements:

- St. Mary Ambulance offers an educational program for adults to check how well their personal vehicles “fit” them and to assist with proper adjustments to the cars. Car Fit will be held at the Upper Makefield Fire Company on October 16<sup>th</sup> and November 20<sup>th</sup>. For an appointment or more information, call St. Mary at 215-710-7078.
- The Township has once again partnered with the Arbor Day Foundation to provide free trees to residents. The Fall campaign is underway with a limited number of trees available. Visit the Township website at [uppermakefield.org](http://uppermakefield.org) for information.
- The Board of Supervisors will hold two Budget Workshops: Monday, October 9 and Monday, October 23 at 6:30 pm at the Municipal Building.
- Upper Makefield Fire Company is hosting their annual Open House at Station 71 on Taylorsville Road on Friday, October 13 from 6:30 – 9 pm. There will be games for the kids, station tours and displays of fire, ambulance and police vehicles. Come out and meet the volunteers who make up the Upper Makefield Fire Company.

**PUBLIC COMMENT**

Debbie Wright, Washington Crossing, informed the Board that she is producing a documentary “From Liberty to Captivity”, which traces the history of slavery up to our current issue of human trafficking. She is requesting permission to film a re-enactment of an incident being reported at our police station. Mrs. Eberle expressed a concern that the filming release document provided does not adequately protect the Township. Ms. Nolan requested viewing the film. Mr. Tierney expressed concerned that no local names or attribution is acknowledged. Ms. Wright and Mrs. Eberle will attempt to reach an agreement to allow the filming.

**APPROVAL OF MINUTES AND BILLS PAYABLE**

A motion was made by Ms. Nolan and was seconded by Mr. Cino to approve the September 19, 2017 meeting minutes. Mr. Tierney objected that the first paragraph regarding his absence was inaccurate. Mr. Rattigan suggested that he forward an amendment for consideration at the next meeting. The motion was tabled.

A motion was made by Mr. Cino and was seconded by Ms. Nolan to approve the October 3, 2017 Bills Payable List in the amount of \$372,097.80. Motion carried by unanimous vote.

## **PLANNING AND ZONING ISSUES**

### **Laughlin Planning Module**

Mr. Kuhns provided an update of the Laughlin Planning Module. Following discussion, Mr. Cino made a motion which was seconded by Ms. Nolan to approve the Laughlin Planning Module. Motion carried by unanimous vote.

## **SOLICITOR'S REPORT**

There was no Solicitor's Report.

## **MANAGER'S REPORT**

### **Resolution No. 2017-10-03 – Authorizing Execution of Master Utility Casting Agreement with Penn DOT**

Mr. Nyman introduced Resolution No. 2017-10-03, Master Utility Casting Agreement with PennDOT. Following discussion, a motion was made by Mr. Cino and seconded by Ms. Nolan to approve Resolution No. 2017-10-03. Motion carried on unanimous vote.

### **Bid Awards**

#### **Kubota Mower**

Mr. Nyman provided a summary of the bids received for the Kubota mower and recommended awarding the bid to the highest responsible bidder. After discussion, Ms. Nolan made a motion which was seconded by Mr. Cino to award the Kubota mower to Dan Chambers of Punxsutawney, PA in the amount of \$2,150.00. Motion carried on unanimous vote.

#### **Generator**

Mr. Nyman provided a summary of the bids received for the generator and recommended awarding the bid to the highest responsible bidder. After discussion, Mr. Cino made a motion which was seconded by Ms. Nolan to award the generator to Ken Pflieger of Washington Crossing, PA in the amount of \$150.00. Motion carried on unanimous vote.

#### **1995 International Trailer**

Mr. Nyman provided a summary of the bids received for the 1995 International Trailer and recommended awarding the bid to the highest responsible bidder. After discussion, Mr. Cino made a motion which was seconded by Ms. Nolan to award the 1995 International Trailer to Richard Berger of Roslindale, MA in the amount of \$2,750.00. Motion carried on unanimous vote.

#### **Accept Resignation of Planning & Zoning Administrative Assistant**

Mr. Nyman stated that the Planning & Zoning Administrative Assistant resigned from the position. A motion was then made by Mr. Cino and seconded by Ms. Nolan to accept the resignation of the Planning & Zoning Administrative Assistant. Motion carried on unanimous vote.

Mr. Nyman requested permission to advertise for the position. A motion was made by Ms. Nolan and seconded by Mr. Cino to authorize advertisement for a Planning & Zoning Administrative Assistant. Mr. Tierney requested that the Board conduct the final interviews, and the motion was amended for the Board to do so. Motion, as amended, carried on unanimous vote.

Mr. Nyman requested permission to hire a temporary assistant for the Planning & Zoning Department until the position is filled permanently. The Board agreed by consensus.

#### **Review Consideration to Privatize Public Works Department**

Mr. Nyman reported that the Township Solicitor had indicated legal concerns and requested a brief

Executive Session following this meeting to review them. The item was therefore withdrawn from discussion.

**ENGINEER'S REPORT**

**Award of Bid – Lookout Park Building Improvement Project**

Mr. Plaisted provided a summary of bids received for the Lookout Park Building Improvement Project and recommended awarding the bid to the lowest responsible bidder. After discussion Ms. Nolan made a motion which was seconded by Mr. Cino to award the Lookout Park Building Improvement Project to Premier Builders, Inc. of Yardley, PA in the amount of \$59,824.06. Motion carried on a 3 to 1 vote, with Mr. Tierney voting in opposition.

**PUBLIC COMMENT**

Bobbi Bralinski, 36 Jericho Road, inquired about the status of a request for a walkway to connect Buckland Valley Farms to the walking path along the Canal, and stated that she was opposed to the idea. She requested to be informed of any additional consideration of the idea by the Township.

**ADJOURNMENT**

A motion was made by Mr. Cino and seconded by Ms. Nolan to adjourn the meeting at 8:05 p.m. Motion carried on unanimous vote.

Respectfully submitted,



David R. Nyman  
Township Manager

Approved: October 23, 2017

**OCTOBER 2017 GENERAL FUND BILLS - 10/3/17**

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
409.321	Acteon Networks	\$390.00	phone system maintenance 10/8/17 - 10/7/18
400.210	Associated Imaging Solutions	\$277.81	copier charges
400.374	CIT Technology	\$558.09	copier lease
430.238	Clemens	\$93.20	uniform rental - P. W.
409.373	" "	\$19.85	monthly floor mat rental - P. W. Bldg.
409.321	Comcast	\$388.45	Admin. Bldg. internet/phone service
409.321	Comcast	\$355.53	P. D. Bldg. internet/phone service
409.321	Comcast	\$170.56	P. W. Bldg. internet/phone service
409.373	Cooper Pest Solutions	\$600.00	annual overwintering pest reduction (stink bugs) treatment
438.460	DSI Medical Services	\$67.00	random drug/alcohol testing - 2 P. W. employees
409.373	Fabian Building Materials	\$20.25	repairs to Admin. Bldg. front walkway
409.373	Joseph Finkle & Son	\$18.45	chrome assembly to repair Men's Room/Admin. Bldg.
410.470	Harry M. Gacad	\$10.00	ID card for authorized hunters
409.373	Good Air Conditioning & Heating	\$740.00	annual maint. contract P. D. Bldg./mtg. room/lobby A/C repair
407.319	HPT Systems	\$549.00	anti-virus/security renewal licenses for Twp. Admin. users
409.361	PECO	\$923.71	electric - Admin. Bldg.
409.361	PECO	\$1,223.13	electric - P. D. Bldg.
410.231	Riggins	\$1,253.94	unleaded gasoline
400.374	SafeChoice	\$1,500.00	annual license agreement 1/1/18 - 12/31/18 acct'g/billing s/w
409.373	Sherwin Williams	\$18.25	paint for modular bldg. ramp
488	Standard Insurance	\$699.03	add/life insurance premium
488A	" "	\$1,634.09	std insurance premium
488B	" "	\$958.39	ltd insurance premium
410.210	Thomson Reuters	\$245.00	Quinan Search & Seizure Guidebook 2017
400.313	Tri-State Engineers	\$12,802.50	engineering fees
414.313A	" "	\$12,773.50	" "
411.5	Upper Makefield Firefighters Relief Assoc.	\$118,595.67	2017 Commonwealth allocation
483.001	U. M. T. Non-Police Pension Fund	\$3,113.46	2017 Township contribution
489.01	U. M. T. Non-Police Pension Fund	\$77,128.54	2017 State allocation
483.002	U. M. T. Police Pension Fund	\$5,998.16	2017 Township contribution
489.02	U. M. T. Police Pension Fund	\$110,989.84	2017 State allocation
409.321	Verizon Wireless	\$1,094.18	cellular charges
410.541	" "	\$26.70	" "
409.373	Waste Management	\$383.10	recycling /trash collection Twp. Complex
<b>TOTAL</b>		<b>\$355,619.38</b>	

\*\*FOR BOARD APPROVAL

## OCTOBER 2017 LIQUID FUELS BILLS - 10/3/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
437.2	A & M Tire Service	\$642.00	tires
438.245	All Industrial Safety Products	\$85.04	road marking paint
430.260	Betts Equipment	\$111.96	gas hand blower
438.245	Eureka Stone Quarry	\$833.37	asphalt/road material disposal
438.245	Fabian Building Materials	\$72.50	mortar mix
430.260	" "	\$94.90	small tools
432S	Garden State Highway Products	\$192.00	sign posts
437	Hough Petroleum	\$670.45	hydraulic fluid
437	NAPA Auto Parts	\$29.36	welding & shop supplies
437	Smith's Yardville Supply	\$65.95	shop supplies
430.260	" "	\$23.38	small hand tools
	<b>TOTAL</b>	<b>\$2,820.91</b>	

\*\*PAID INTERIMLY

OCTOBER 2017 PARK & REC BILLS - 10/3/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	Eurofins QC	\$15.00	water testing at parks
452.250	PECO	\$28.31	electric
452.250	PECO	\$122.81	electric
452.250	PECO	\$118.83	electric
452.250	Smith's Yardville Supply	\$28.68	hose for water tank on truck
452.250	Waste Management	\$304.19	trash collection/recycling parks
	<b>TOTAL</b>	<b>\$617.82</b>	

\*\*PAID INTERIMLY

OCTOBER 2017 PARK 3 YR CAP BILLS - 10/3/17

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
452.300	Tri-State Engineers	\$1,897.50	engineering fees
	<b>TOTAL</b>	<b>\$1,897.50</b>	

\*\*PAID INTERIMLY

OCTOBER 2017 WATER & SEWER BILLS - 10/3/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.371	Eurofins QC	\$276.00	water testing
429.376	FRANC Environmental	\$1,687.40	sludge removal
429.372	PECO	\$1,830.04	electric
429.372	PECO	\$106.58	electric
429.372	PECO	\$91.51	electric
429.371	M. J. Reider Associates	\$148.00	sewage effluent testing
429.110	SafeChoice	\$1,200.00	ann'l license agrmnt. 1/1/18 - 12/31/18 acct'g/billing s/w
429.374	Smith's Yardville Supply	\$76.53	Lakeside well house repair/HH repair
429.421	Verizon	\$42.14	phone
429.421	Verizon	115.64	phone
	<b>TOTAL</b>	<b>\$5,573.84</b>	

\*\*PAID INTERIMLY



OCTOBER 2017 DUTCHESS FARM BILLS - 10/3/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.372	PECO	\$719.64	electric
429.371	M. J. Reider Associates	\$175.00	sewage effluent testing
429.110	SafeChoice	\$350.00	ann'l license agrmnt. 1/1/18 - 12/31/18 acct'g/billing s/w
	<b>TOTAL</b>	<b>\$1,244.64</b>	

\*\*PAID INTERIMLY

OCTOBER 2017 CAPITAL RESERVE BILLS - 10/3/17

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
409.750	Keith Stewart & Associates	\$225.00	RFID fuel tags for new fuel pump system

**TOTAL** **\$225.00**

\*\*PAID INTERIMLY

OCTOBER 2017 ENCLAVE BILLS - 10/3/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.371	Eurofins QC	\$75.00	water testing
429.376	FRANC Environmental	\$292.05	sludge removal
429.372	PECO	\$1,513.28	electric
429.372	PECO	\$58.95	electric
429.372	PECO	\$48.48	electric
429.374	Piedmont Automation	\$938.30	VFD replacement
429.371	M. J. Reider Associates	\$148.00	sewage effluent testing
429.110	SafeChoice	\$800.00	ann'l license agrmnt. 1/1/18 - 12/31/18 acct'g/billing s/w
429.421	Verizon	\$52.33	phone
429.421	Verizon	\$52.33	phone
429.421	Verizon	\$119.99	internet
	<b>TOTAL</b>	<b>\$4,098.71</b>	

\*\*PAID INTERIMLY