

Upper Makefield Township Board of Supervisors
March 21, 2017 Meeting Minutes

The March 21, 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, Member Diana Nolan and Member Mike Tierney (by telephone). Treasurer Mary Ryan was not present. Also in attendance were Assistant Township Manager Judy Caporiccio, Township Solicitor Mary Eberle, Esq., Director of Planning & Zoning Dave Kuhns and Sgt. Tim Rauch.

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:

- An executive session was held prior to the meeting for personnel matters.
- On Thursday, March 23, the Township will hold the first in a series of public education sessions concerning On-Lot Sewage Disposal Systems. This will be an overview of general requirements for OLDS operation, maintenance and annual inspection/assessment requirements in the Dolington and Taylorsville areas in accordance with the recent OLDS Ordinance amendment. The education session will be held in the public meeting room of the Township building at 7:00 pm.
- Emergency services, police and public works departments were thanked for their hard work during the recent winter storm. They were thanked for their outstanding job during the storm and their cooperative effort during an emergency situation that occurred during the storm.

PUBLIC COMMENT

No public comment.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Ms. Nolan and was seconded by Mr. Cino to approve the March 7, 2017 meeting minutes. All present voted in favor. Motion carried by unanimous vote.

Mr. Rattigan presented the bills list for March 21, 2017. A motion was made by Mr. Cino and was seconded by Ms. Nolan to approve the March 21, 2017 Bills Payable List in the amount of \$135,655.04. All present voted in favor. Motion carried by unanimous vote.

PLANNING AND ZONING ISSUES

Resolution No. 2017-03-21-01

Mr. Kuhns provided an overview of Resolution No. 2017-03-21-01 authorizing submission of a DCNR Grant Application for preparation of a Township Watershed Action Plan to guide restoration activities. The grant requires a 50% match, which is not anticipated to exceed \$37,500, and the grant-writing information provided by Land Studies in 2016 can be used to prepare this grant application. After discussion, a motion was made by Ms. Nolan and seconded by Mr. Cino to approve Resolution No. 2017-03-21-01. All present voted in favor. Motion carried on unanimous vote.

SOLICITOR'S REPORT

Ordinance No. 314 - Floodplain Ordinance Update

Ms. Eberle introduced Ordinance No. 314 amending the floodplain ordinance to require permits for minor repairs and to mandate that no variances shall be granted from certain requirements of the ordinance. Mr. Rattigan opened the public hearing. There was no comment from members of the Board or from members of the public. Mr. Rattigan closed the public hearing. A motion was made by Ms. Nolan and seconded by Mr. Cino to adopt Ordinance No. 314, Floodplain Ordinance Update. All present voted in favor. Motion carried by a unanimous vote.

ASSISTANT MANAGER'S REPORT

Sign and Post Bids

Ms. Caporiccio provided an overview of the 2017/18 Consortium Sign and Post Bid. Discussion followed and a motion was made by Mr. Cino and seconded by Ms. Nolan to award the 2017/18 Sign and Post Bid to Garden State Highway Products in the amount of \$4,551.41. All present voted in favor. Motion carried by unanimous vote.

Participation in Bucks County Health Department West Nile Virus Program

Ms. Caporiccio provided an overview of a letter received from the Bucks County Health Department requesting the Township's participation in their West Nile Virus Program. Following discussion, a motion was made by Mr. Cino and seconded by Ms. Nolan to authorize participation in Bucks County Health Department West Nile Virus Program. All present voted in favor. Motion carried by unanimous vote.

ENGINEER'S REPORT

Engineer's Report

Mr. Rattigan noted that the Engineer's Report was in Board packets.

BOARD AND COMMISSION REPORTS AND APPOINTMENTS

A motion was made by Ms. Nolan and was seconded by Mr. Cino to appoint Barbara Rintala to the Zoning Hearing Board for a term which expires 12/31/18. All present voted in favor. Motion carried by a unanimous vote.

A motion was made by Ms. Nolan and was seconded by Mr. Cino to appoint Jane Johnson to the Zoning Hearing Board for a term which expires 12/31/21. All present voted in favor. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and was seconded by Ms. Nolan to appoint Dan Johansson as an Alternate to the Zoning Hearing Board for a term which expires 12/31/18. All present voted in favor. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and was seconded by Ms. Nolan to appoint George Moriarty as an Alternate to the Zoning Hearing Board for a term which expires 12/31/18. All present voted in favor. Motion carried by a unanimous vote.

A motion was made by Ms. Nolan and was seconded by Mr. Cino to appoint Amy McLellan to the Historical Architectural Review Board for a term which expires 12/31/21. All present voted in favor. Motion carried by a unanimous vote.

A motion was made by Ms. Nolan and was seconded by Mr. Cino to appoint Nathan Semmel to the

Investment for a term which expires 12/31/20. All present voted in favor. All present voted in favor. Motion carried by a unanimous vote.

A motion was made by Ms. Nolan and was seconded by Mr. Cino to appoint Don Geiszler to the Financial Advisory Committee for a term which expires 12/31/19. All present voted in favor. Motion carried by a unanimous vote.

Mr. Rattigan announced that the following meeting minutes were included in the Board packets:

- Historical Advisory Commission – February 5, 2017
- Park and Recreation Board – February 13, 2017
- Planning Commission – October 26, 2016 and January 25, 2017

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 Report
- Ambulance Report
- Fire Marshal Report
- Police Department Report
- Public Works Department Report

PUBLIC COMMENT

Dan Johansson, Upper Makefield, shared that the Southeastern Pennsylvania Railway Society participated in the recent Pennsylvania Flower Show and received a bronze medal for the second year.

ADJOURNMENT

A motion was made by Mr. Cino and seconded by Ms. Nolan to adjourn at 8:04 p.m. Motion carried on unanimous vote.

Respectfully submitted,



David R. Nyman
Interim Township Manager
Approved: April 4, 2017

MARCH 2017 GENERAL FUND BILLS - 3/21/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
409.321	Acteon Networks	\$578.50	quarterly maintenance contract/troubleshooting/repair
400.312	CKS Engineers	\$926.81	engineering fees
430.238	Clemens	\$93.20	uniform rental
409.373	" "	\$19.85	floor mat rental - P. W. Bldg.
409.321	Comcast	\$378.41	Admin. Bldg. internet/phone service
409.321	Comcast	\$12.64	P. D. special video account
409.321	Comcast	\$160.90	P. W. Bldg. internet/phone service
414.310	County of Bucks	\$437.40	supply spreadsheet w/list of property owners in UMT
400.340	Courier Times	\$921.77	advertising
414ZHB	" "	\$480.73	" "
409.215	Denney Electric Supply	\$21.91	bulbs for Twp. buildings
400.314	Eckert Seamans Cherin & Mellott	\$4,380.00	legal fees
409.140	Elite Office Maintenance Services	\$1,500.00	cleaning service
409.373	Epic Systems Group	\$162.60	alarm monitoring Admin. Bldg. & P. D. Bldg. 4/1/17 - 6/30/17
403.225	Nicholas Ettorre	\$200.06	February 2017 expenses
410.460	FBI-LEEDA	\$50.00	2017 annual dues
409.215	Joseph Finkle & Son	\$20.00	bulbs for P. D. Bldg.
409.373	" "	\$7.95	bit for bldg. maint.
414.319	Freedom Systems	\$2,242.00	annual contract - land management software maintenance
400.210	Garlits Printing	\$235.00	envelopes/letterhead
400.460	Comcast	\$122.00	business cards
414.210	Comcast	\$296.00	business cards/envelopes/letterhead
409.373	GenPro Power Systems	\$755.00	repairs to emergency generator at Twp. Complex
414.315C	Gilmore & Associates	\$6,002.50	engineering fees - Stoopville Rd. project
400.314	Grim, Biehn & Thatcher	\$5,050.10	legal fees
414.314A	" "	\$340.00	" "
410.372C	Havis	\$1,197.66	supply/install equipment into P. D. vehicle for e-ticket system
414ZHB	High Swartz	\$817.00	legal fees - ZHB
409.373	Kencor Elevator Systems	\$180.00	monthly elevator maintenance P. D. Bldg.
411.331	John Kernan	\$125.00	monthly mileage reimbursement travel within UMT 3/2017
410.374	Kerrigan's Sunoco	\$1,752.09	maint./repairs P. D. vehicles
403.115	Keystone Collections Group	\$6,995.37	EIT tax collector
414.310	Minuteman Press	\$1,290.00	informational mailing
414.460	Montgomery County Planning Commission	\$110.00	Subdivision & Land Dev. Review course attendance
409.321	PA One Call	\$34.53	monthly notifications
409.361	PECO	\$1,289.97	electric - P. D. Bldg.
409.215	Quill	\$71.46	bldg. supplies
438.460	" "	\$9.99	office supplies
409.215	Ready Refresh	\$112.25	drinking water for Township bldgs. Complex
410.238	Red The Uniform Tailor	\$425.02	uniforms
410.231	Riggins	\$1,224.74	unleaded gasoline
431	Scotts All Season	\$1,140.00	snow removal
414.310	Sir Speedy	\$433.30	informational mailing
407.319	Ron Skotleski Video Productions	\$400.00	producer fee BoS Mtg. 3/7/17
409.230	Suburban Propane	\$371.02	propane for PD and PW bldgs.
410.239A	Target World	\$590.00	range rental - 2 days
407.750A	Titan Mobile Shredding	\$175.00	document shredding
410.470	TransUnion	\$25.00	police investigations - Feb. 2017
409.341	U. S. Postal Service	\$1,506.96	postage for twp. mailing
410.375	YIS/Cowden Group	\$131.25	calibration
	TOTAL	\$45,802.94	

**FOR BOARD APPROVAL

MARCH 2017 LIQUID FUELS BILLS - 3/21/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
433TL	Armour & Sons Electric	\$100.00	maint. of school signals
438.245	Fabian Building Materials	\$64.45	inlet box repair materials
434SL	PECO	\$122.70	electric - street lighting
433TL	PECO	\$23.37	electric - traffic lighting
437	Praxair	\$52.11	cylinder rental
	TOTAL	\$362.63	

**PAID INTERIMLY

MARCH 2017 PARK 3 YR CAP BILLS - 3/21/17

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
452.300	Grim, Biehn & Thatcher	\$294.50	legal fees
	TOTAL	\$294.50	

****PAID INTERIMLY**

MARCH 2017 WATER & SEWER BILLS - 3/21/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$54.00	engineering fees
429.376	FRANC Environmental	\$2,109.25	sludge removal
429.374	G & G Electrical Construction	\$884.42	part to repair WWTP
429.110	Garlits Printing	\$72.00	envelopes for water/sewer bill mailings
429.314	Grim, Biehn & Thatcher	\$46.50	legal fees
429.372	PECO	\$1,409.77	electric
429.100	Private Utility Enterprises	\$9,405.04	plant operator
429.371	M. J. Reider Associates	\$109.00	testing
429.210	USA BlueBook	\$262.85	supplies
429.110	U. S. Postal Service	\$312.34	postage for water/sewer bill mailing
429.421	Verizon	\$41.60	phone
429.421	Verizon	\$113.50	phone

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>
	TOTAL	\$14,820.27

429.313	CKS Engineers	\$54.00	
429.376	FRANC Environmental	\$2,109.25	
*PAID INTERIMLY	G & G Electrical Construction	\$884.42	
429.110	Garlits Printing	\$72.00	
429.314	Grim, Biehn & Thatcher	\$46.50	
429.372	PECO	\$1,409.77	
429.100	Private Utility Enterprises	\$9,405.04	
429.371	M. J. Reider Associates	\$109.00	
429.210	USA BlueBook	\$262.85	
429.110	U. S. Postal Service	\$312.34	

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429.313	CKS Engineers	\$54.00	
429.376	FRANC Environmental	\$2,109.25	
*PAID INTERIMLY	G & G Electrical Construction	\$884.42	
429.110	Garlits Printing	\$72.00	
429.314	Grim, Biehn & Thatcher	\$46.50	
429.372	PECO	\$1,409.77	
429.100	Private Utility Enterprises	\$9,405.04	
429.371	M. J. Reider Associates	\$109.00	
429.210	USA BlueBook	\$262.85	
429.110	U. S. Postal Service	\$312.34	

429.313 CKS Engineers \$54.00
 429.376 FRANC Environmental \$2,109.25
 429.374 G & G Electrical Construction \$884.42
 429.110 Garlits Printing \$72.00
 429.314 Grim, Biehn & Thatcher \$46.50
 429.372 PECO \$1,409.77
 429.100 Private Utility Enterprises \$9,405.04
 429.371 M. J. Reider Associates \$109.00
 429.210 USA BlueBook \$262.85
 429.110 U. S. Postal Service \$312.34

MARCH 2017 OPEN SPACE BILLS - 3/21/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
461.70	A. James Scanzillo	\$2,250.00	conservation easement appraisal report
	TOTAL	\$2,250.00	

**PAID INTERIMLY

*OVER BUDGET

MARCH 2017 DUTCHESS FARM BILLS - 3/21/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.313	CKS Engineers	\$108.00	engineering fees
429.374	Commonwealth of PA	\$250.00	annual fee invoice for NPDES permits
429.100	Private Utility Enterprises	\$2,546.36	plant operator
429.371	M. J. Reider Associates	\$175.00	testing
	TOTAL	\$3,079.36	

**PAID INTERIMLY

MARCH 2017 EMERGENCY SERVICES - 3/21/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
411	St. Mary EMS	\$25,000.00	ambulance service - 1 st qtr.
	TOTAL	\$25,000.00	

****PAID INTERIMLY**

MARCH 2017 CAPITAL RESERVE BILLS - 3/21/17

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
410.740	Grafix Shoppe	\$850.90	marking kits for new P. D. vehicles
	TOTAL	\$850.90	

**PAID INTERIMLY

MARCH 2017 WATER/SEWER CAPITAL RESERVE BILLS - 3/21/17

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
429.740	CKS Engineers	\$10,272.40	engineering fees
429.740	MJF Electrical Contracting	\$27,702.00	Lakeside - pmt. request #1
TOTAL		\$37,974.40	

****PAID INTERIMLY**

MARCH 2017 ENCLAVE BILLS - 3/21/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.312	CKS Engineers	\$1,302.93	engineering fees
429.371	Eurofins QC	\$15.00	testing
429.376	FRANC Environmental	\$227.15	sludge removal
429.100	Private Utility Enterprises	\$3,526.96	plant operator
429.371	M. J. Reider	\$148.00	testing
	TOTAL	\$5,220.04	

**PAID INTERIMLY