

**Upper Makefield Township Board of Supervisors  
February 5, 2019 Meeting Minutes**

The February 5, 2019 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, Member Kris Ballerini, Member Ed Ford and Treasurer Mike Tierney. Also in attendance were Township Manager David Nyman, Township Solicitor Mary Eberle, Esq., 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. 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:

- Volunteer board interviews will be held following tonight's meeting. Visit [uppermakefield.org](http://uppermakefield.org) to learn about volunteer opportunities and to find an application.
- An Executive Session was held prior to tonight's meeting for personnel matters.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF MINUTES AND BILLS PAYABLE**

A motion was made by Ms. Nolan and was seconded by Ms. Ballerini to approve the January 22, 2019 meeting minutes. Motion carried by unanimous vote.

A motion was made by Ms. Nolan and was seconded by Ms. Ballerini to approve the January 30, 2019 meeting minutes. Motion carried by unanimous vote.

Mr. Cino presented the bills list for February 5, 2019, noting that \$565,000 of the total includes transfers to the Capital Reserve, Emergency Services and Open Space Funds as budgeted. A motion was made by Ms. Nolan and was seconded by Ms. Ballerini to approve the February 5, 2019 Bills Payable List in the amount of \$740,409.38. Motion carried by unanimous vote.

**PLANNING AND ZONING ISSUES**

**Watershed Study Update**

Mr. Kuhns provided a status update of the Land Studies Watershed Restoration Plan for the Houghs Creek and Jericho Creek watersheds. He said the draft plan has been completed, and their first priority recommendation is to perform restoration to Jericho Creek between Thompson Mill and Eagle Roads. Homeowners have attended meetings to learn about the draft plan and the process. Mr. Kuhns said the draft plan, funded in part through a PA DCNR River Conservation Plan Grant, has been forwarded to the DCNR for review and approval.

**SOLICITOR'S REPORT**

There was no Solicitor's Report.

## **MANAGER'S REPORT**

### **Appointments**

#### **Historical Advisory Commission**

A motion was made by Ms. Nolan and seconded by Ms. Ballerini to appoint Laura Moses to the Historical Advisory Commission for a term that expires December 31, 2023. Motion carried by unanimous vote.

#### **Planning Commission**

A motion was made by Ms. Nolan and seconded by Dr. Ford to appoint Jack Wiseman to the Planning Commission for a term that expires December 31, 2022. Motion carried by unanimous vote.

#### **Municipal Building Renovations Update**

Mr. Nyman provided an update of the Municipal Building Renovation Proposal of Phillips & Donovan Architectural Services. Discussion followed and concerns were raised regarding the cost of the HVAC and lighting system assessments.

A motion was made by Ms. Nolan and seconded by Ms. Ballerini to approve an expenditure of Capital Reserve Funds in the amount of \$13,275 for the municipal building renovation project for construction document preparations and the manager was directed to review the cost proposed for the HVAC and lighting system assessments. Motion carried by unanimous vote.

#### **Part-time Police Officer**

A motion was made by Ms. Nolan and seconded by Dr. Ford to approve the conditional offer of employment to Justin Edwards as a part-time police officer. Motion carried by unanimous vote.

#### **Sol Feinstone Art in the Community**

A motion was made by Ms. Nolan and seconded by Ms. Ballerini to authorize staff to secure matting and frames either through donations or at an expenditure not to exceed \$200.00 for the Sol Feinstone Elementary School student art to be displayed in the Township building. Motion carried by unanimous vote.

## **ENGINEER'S REPORT**

There was no Engineer's Report.

## **PUBLIC COMMENT**

There was no public comment.

## **ADJOURNMENT**

A motion was made by Ms. Nolan and seconded by Ms. Ballerini to adjourn the meeting at 7:53 p.m. Motion carried by unanimous vote.

Respectfully submitted,



David R. Nyman  
Township Manager

Approved: February 21, 2019