

**Upper Makefield Township Board of Supervisors**  
**February 18, 2020 Meeting Minutes**

The February 18, 2020 public meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Tom Cino at 7:33 p.m. In attendance were the following members of the Board of Supervisors: Chair Tom Cino, Vice Chair Diana Nolan, Treasurer Tim Thomas, Member Ed Ford and Member Karin Traina. Also in attendance were Township Manager David R. Nyman, Township Solicitor Mary Eberle, Esq., Township Engineer Larry Young, P.E., Planning & Zoning Director Dave Kuhns and Chief Mark Schmidt.

There were also members of the public present.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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:

- Per state mandate to provide voting machines with a verifiable paper record, the County has new voting machines which will be used in the April 28<sup>th</sup> primary. The Board of Elections website at [BucksCounty.org](http://BucksCounty.org) has information, instructional videos and a schedule of upcoming voter training sessions to help familiarize voters with the new system.
- An Executive Session was held prior to tonight's meeting for personnel, land acquisition and litigation matters.
- A volunteer board interview will be held following tonight's meeting.

Ms. Nolan shared information regarding the 2020 Census noting that it starts officially April 1. She encouraged residents to complete the survey because the results will affect the state's federal funding and congressional representation, and she noted that official Census takers will have identification badges.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF MINUTES AND BILLS PAYABLE**

A motion was made by Ms. Nolan and seconded by Ms. Traina to approve the February 4, 2020 meeting minutes. Motion carried by unanimous vote.

A motion was made by Mr. Thomas and seconded by Dr. Ford to approve the February 18, 2020 Bills Payable List in the amount of \$245,572.53. Motion carried by unanimous vote.

**PLANNING & ZONING ISSUES**

There were no Planning & Zoning issues.

**SOLICITOR'S REPORT**

There was no Solicitor's Report.

**MANAGER'S REPORT**

**Streetscape Banner Purchase**

Mr. Nyman presented the request of the Historical Advisory Commission for the purchase of 11

banners and the bracket systems to be displayed on the Streetscape light poles in Washington Crossing. The Public Works Department will provide the installation.

Ms. Traina questioned the variety of banners proposed and potential confusion for visitors.

Dr. Ford indicated concern by residents regarding the proliferation of signs already in the Village. Mr. Thomas stated that he felt the banners would be unobtrusive.

The Board requested further explanation from the HAC, and the request was tabled until the March 3, 2020 meeting.

### **Part-Time Police Officer**

A motion was made by Ms. Traina and seconded by Dr. Ford to approve the conditional hiring of Eric Farra as a part-time police officer. Motion carried by unanimous vote.

### **ENGINEER'S REPORT**

#### **Dutchess Farm Punch Lists**

Mr. Young provided an overview of the Dutchess Farm Site Improvements Punch List which identifies items to be addressed by Toll Brothers prior to the Township's acceptance of dedication. Following discussion, a motion was made by Ms. Nolan and seconded by Ms. Traina to accept the Township Engineer's Site Improvements Punch List for Dutchess Farm. Motion carried by unanimous vote.

Mr. Young then referenced the Wastewater Treatment Plant, Sanitary Sewer and Water Systems Punch List for Dutchess Farm prepared by the Township Water/Sewer Engineer Mr. Zarko. A motion was made by Ms. Traina and seconded by Dr. Ford to accept the Water/Sewer Engineer's Punch List for Dutchess Farm. Motion carried by unanimous vote.

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

### **BOARD AND COMMISSION REPORTS**

Mr. Cino announced that the following minutes were included Board packets:

- Environmental Advisory Council – January 14, 2020
- Historical Advisory Commission – December 18, 2019
- Investment Committee – November 7, 2019
- Park & Recreation Board – January 13, 2020
- Planning Commission – December 5, 2019

### **DEPARTMENT REPORTS**

Mr. Cino announced that the following department reports were provided:

- Planning & Zoning Department
- Finance Department
- Fire Department
- Fire Marshal
- Police Department
- Public Works Department

### **PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

A motion was made by Ms. Nolan and seconded by Mr. Thomas to adjourn the meeting at 7:51 p.m. Motion carried by unanimous vote.

Respectfully submitted,

Approved: March 3, 2020