

Upper Makefield Township Board of Supervisors
April 4, 2017 Meeting Minutes

The April 4, 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 Interim Township Manager David Nyman, Township Solicitor Mary Eberle, Esq., Township Engineer Larry Young, 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:

- Upper Makefield is joining with several other municipalities for an Earth Day celebration on Saturday, April 29 from 11 am – 2 pm at Core Creek Park. More information is available on the township website.
- The National Drug Takeback event is scheduled for Saturday, April 29. Unused or expired medication can be dropped off at the Upper Makefield Police Station from 10 – 2 that day. There is also a drop box located in the police lobby which is available to residents during regular business hours.
- The Township is joining with other municipalities to host an eWaste recycling event on Saturday, May 6, 2017 from 9 am – noon at William Penn Middle School, 1524 Derbyshire Road, Yardley. As more information becomes available, it will be posted on the Township website.

PUBLIC COMMENT

There was 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 21, 2017 meeting minutes. Motion carried by a 4 – 0 vote, with Ms. Ryan abstaining due to absence.

A motion was made by Mr. Cino and was seconded by Ms. Nolan to approve the April 4, 2017 Bills Payable List in the amount of \$93,445.33. Motion carried by unanimous vote.

PLANNING AND ZONING ISSUES

Schwartz Subdivision Sketch Plan, 1070 Eagle Road

Gregory Glitzer, P.E. of Gilmore & Associates, and Rich Zaveta, represented the applicant and provided an overview of the Sketch Plan to subdivide the property located at 1070 Eagle Road into four lots. Discussion followed and Mr. Young stated that his primary concern regarded the lot lines crossing the proposed driveway.

Ms. Ryan asked if all the items in the Tri-State review letter, aside from the waiver requests, were

“will comply” and Mr. Glitzer indicated that they were.

Ms. Nolan requested assurance that the existing tree buffer along Eagle Road would be maintained, and Mr. Zaveta indicated that it would be.

Mr. Tierney asked about road dedications, and Mr. Glitzer indicated that the roads would be maintained by an HOA.

SOLICITOR’S REPORT

Ordinance No. 315 – Adoption of Recodification

Ms. Eberle provided an overview of Ordinance No. 315, Adoption of Recodification. Mr. Rattigan opened the public hearing. There were no comments from the Board of Supervisors and no comments from the public. Mr. Rattigan closed the public hearing. A motion was made by Ms. Nolan and seconded by Ms. Ryan to approve Ordinance No. 315, Adoption of Recodification. Motion carried by unanimous vote.

Ordinance No. 316 – Recycling Ordinance Amendment

Ms. Eberle provided an overview of Ordinance No. 316 – Recycling Ordinance Amendment. Mr. Rattigan opened the public hearing. There were no comments from the Board of Supervisors and no comments from the public. Mr. Rattigan closed the public hearing. A motion was then made by Ms. Nolan and seconded by Ms. Ryan to approve Ordinance No. 316, Recycling Ordinance Amendment. Motion carried by unanimous vote.

INTERIM MANAGER’S REPORT

Fuel Pump and Controller

Mr. Nyman provided an overview of gas pump removal/replacement proposals and referenced the memo from Public Works Superintendent Bob Johnson dated March 23, 2017 recommending accepting the proposal of the low bidder, J. W. Scott Service Station, for removal of the existing gas pump and installation of a Wayne pump and fleet controller in the amount of \$19,545.00. A motion was made by Ms. Nolan and was seconded by Mr. Cino to accept the bid of J.W. Scott Service Station in the amount of \$19,545.00. Motion carried by unanimous vote.

2017/18 Stone & Asphalt Bid

Mr. Nyman provided an overview of the 2017/18 Stone and Asphalt Bid. Following discussion, a motion was made by Mr. Cino and seconded by Ms. Ryan to award the 2017/18 Stone and Asphalt Bid to Eureka Stone in the amount of \$4,630.50/delivered as outlined in the Bob Johnson memo dated March 22, 2017. Motion carried by unanimous vote.

Accept Resignation from Historical Advisory Commission

Mr. Nyman referenced a letter from Barbara Rintala dated March 29, 2017 resigning from the Historical Advisory Commission in order to comply with the PA Municipal Planning Code in accepting an appointment to the Zoning Hearing Board. A motion was made by Mr. Cino and was seconded by Ms. Nolan to accept the resignation of Barbara Rintala from the Historical Advisory Commission. Motion carried by a unanimous vote.

Tree Grant Program Update and Further Consideration

Mr. Nyman noted that the Tree Grant Program administered in partnership with the Arbor Day

Foundation was a success, and the trees sold out in less than 24 hours. Mr. Nyman requested guidance from the Board on whether the previous Upper Makefield Tree Grant Program administered in-house, which provides resident reimbursement, is still available to residents. It was the consensus of the Board that the existing UMTree Grant program continue as in the past and that we consider partnering with the Arbor Day Foundation again in the Fall for a follow up program.

BCATO Opioid Panel Discussion Broadcast

Mr. Nyman referenced the request of Ms. Nolan to broadcast the BCATO panel discussion video regarding the opioid epidemic on the Township's cable access channel. In order to be broadcast on the Township's equipment, the file will need to be converted to an acceptable format and prepared for broadcast by video consultant Ron Skotleski at a cost not to exceed \$300. Discussion followed and a motion was made by Mr. Cino and was seconded by Ms. Nolan to authorize Ron Skotleski to prepare the BCATO Opioid Panel Discussion video for broadcast on the Township cable access channel at a cost not to exceed \$300. Motion carried by unanimous vote.

Mr. Nyman requested an executive session following the meeting for personnel matters.

ENGINEER'S REPORT

2017 Road Program – Change Order #1

Mr. Young provided an overview of the project and recommended Change Order #1 to provide additional paving to the project scope because bid amounts came in lower than budgeted. Mr. Young and Mr. Johnson recommend adding the installation of wearing coarse and edge milling on Woodhill Road (Eagle to Pineville), the installation of wearing coarse and edge milling on Aqueduct Road and paving the stone parking area at the firehouse on Taylorsville Road. The additional work was projected to be included in the 2018 paving program. Following discussion regarding paving of the Fire House parking area prior to assuring that all Township road have been considered, a motion was made by Mr. Cino and was seconded by Ms. Ryan to approve Change Order #1 without approving the paving of the stone parking area at the firehouse on Taylorsville Road in the amount of \$169,680.50. Motion carried by unanimous vote.

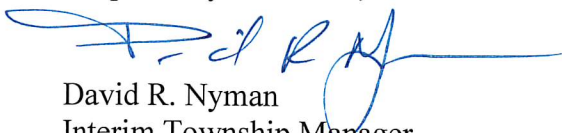
PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

A motion was made by Ms. Ryan and seconded by Ms. Nolan to adjourn the meeting into an executive session at 8:40 p.m. Motion carried on unanimous vote.

Respectfully submitted,



David R. Nyman
Interim Township Manager
Approved: May 2, 2017

APRIL 2017 GENERAL FUND BILLS - 4/4/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
430.238	All Industrial-Safety Products	\$81.00	gloves - P.W. uniforms
410.238	Atlantic Tactical	\$110.97	ripstop pants
400.374	CIT Technology	\$558.09	copier lease/documentation fee
400.460	Cardmember Service	\$104.94	membership
410.460	" "	\$321.82	food during snow storm - P. D.
409.215	" "	\$32.97	bdg. supplies
409.373	" "	\$47.68	carpet cleaner rental
411.460	" "	(\$125.00)	seminar cancellation
438.460	" "	\$146.54	food during snow storm - P. W.
430.238	Clemens	\$138.00	P. W. uniform rental
409.321	Comcast	\$355.02	phone service/internet service P. D. Bldg.
409.373	Cooper Pest Solutions	\$39.00	exterior program
403.225	Nicholas Ettorre	\$1,416.55	March expenses
409.215	Joseph Finkle & Son	\$70.98	lighting ballasts for P. D. Bldg.
409.373	" "	\$38.36	repairs to walkway light base - Admin. Bldg.
410.238	Galls	\$466.31	boots/uniform
410.750	" "	\$113.39	flashlight
409.215	Gates Flag & Banner Co.	\$111.75	2 flags for Twp. Complex
409.373	Good Air Conditioning & Heating	\$240.00	repair heater in meeting room
411.212	John Keman	\$81.36	reimburse for flashlight/fall protection items
409.373	Lucas LTD	\$120.00	maint. septic system P. D. Bldg.
400.311	Maillie	\$4,500.00	progress billing on 2016 audit and DCED report
409.361	PECO	\$957.41	electric - Admin. Bldg.
409.361	PECO	\$1,276.98	electric - P. D. Bldg.
410.238	Red the Uniform Tailor	\$615.07	uniform shirts/trousers/cap
409.230	Riggins	\$550.67	heating oil
410.231	" "	\$1,362.96	unleaded fuel
410.238	Samzie's	\$231.60	uniform items
400.331	Shapiro Fire Protection	\$8.50	annual maint. fire extinguishers
409.373	" "	\$341.60	" "
410.374	" "	\$239.20	" "
411.740	" "	\$8.50	" "
414.374	" "	\$8.50	" "
430.260	" "	\$241.25	" "
407.319	Ron Skotleski Video Productions	\$400.00	producer fee - BoS Meeting 3/21/17
409.215	Smith's Yardville Supply	\$20.97	batteries for P. W. garage door openers
409.373	" "	\$8.05	for repairs to walkway light - Admin. Bldg.
411.212	" "	\$25.99	tool set - Fire Marshal
488	Standard Insurance	\$659.24	add/life insurance premium
488A	" "	\$1,512.57	std insurance premium
488B	" "	\$887.09	ltd insurance premium
410.210	Staples Advantage	\$337.73	office supplies
400.210	Staples Credit Plan	\$78.86	office supplies
411.212	" "	\$122.81	" "
409.230	Suburban Propane	\$915.18	propane
430.371	T & T Tree Service	\$1,600.00	removal of tree overhanging roadway
410.239A	Target World	\$450.00	range rental
410.210	Thomson Reuters	\$408.00	Quinlan Arrest Law Bulletin subscription
409.321	Verizon Wireless	\$2,293.31	mobile phone service/equipment
410.541	" "	\$26.66	" "
452.373	W.D.B. Lawn & Garden Services	\$2,605.00	snow removal - Streetscape - 3/15/17 & 3/16/17
409.373	Waste Management	\$340.18	trash collection/recycling Twp. complex
400.210	Workplace Central	\$31.17	office supplies
410.210	" "	\$57.98	" "
414.210	" "	\$6.78	" "
414.310	" "	\$49.96	labels for mailing
409.215	" "	\$12.24	bdg. supplies
TOTAL		\$27,661.74	

**FOR BOARD APPROVAL

APRIL 2017 LIQUID FUELS BILLS - 4/4/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
437	M. H. Corbin	\$167.44	speed sensor adaptor
432A	Eureka Stone Quarry	\$420.92	anti-skid material
437	Joseph Finkle & Son	\$64.99	truck repair items/paint
437	NAPA Auto Parts	\$170.85	shop supplies
437	Praxair	\$48.03	cylinder rental
437	Sherwin Williams	\$23.33	shop supplies
437	Smith's Yardville Supply	\$224.83	repair/maint. items
437	Sosmetal Products	\$198.46	shop supplies
437	Tanners Lawn & Snow Equip.	\$147.59	chain saw chains/mower maint.
	TOTAL	\$1,466.44	

**PAID INTERIMLY

APRIL 2017 PARK & REC BILLS - 4/4/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	Gates Flag & Banner Co.	\$111.75	2 U. S. flags for parks
452.250	PECO	\$28.34	electric
452.250	PECO	\$56.08	electric
452.250	PECO	\$64.16	electric
452.250	Shapiro Fire Protection	\$59.50	annual maint. fire extings. at parks
452.250	Smith's Yardville Supply	\$73.80	salt crystals - Br. Park water system
452.250	Waste Management	\$269.22	trash collection/recycling parks
	TOTAL	\$662.85	

**PAID INTERIMLY

APRIL 2017 WATER & SEWER BILLS - 4/4/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.215	Coyne Chemical	\$880.81	sodium hypochlorite
452.460	Delaware River Basin Comm.	\$450.00	wastewater discharge annual fee
429.371	Eurofins QC	\$30.00	testing
429.110	Harry M. Gacad	\$10.00	photo ID card for Plant Operator (Dan Scholl)
429.376	FRANC Environmental	\$1,425.00	sludge removal
429.374	Home Depot	\$114.13	plant repairs
429.372	PECO	\$2,269.29	electric
429.372	PECO	\$1,378.39	electric
429.372	PECO	\$180.97	electric
429.372	PECO	\$150.21	electric
429.372	PECO	\$159.80	electric
429.371	M. J. Reider Associates	\$109.00	testing
429.374	Shapiro Fire Protection	\$42.50	annual maint. fire extings.
429.374	T & T Tree Service	\$7,725.00	tree removal maint. near generator at plant
429.421	Verizon	\$36.15	phone
429.421	Verizon	\$41.60	phone
	TOTAL	\$15,002.85	

**PAID INTERIMLY

APRIL 2017 FIRE FUND - 4/4/17

<u>ACCT#</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
411.540	Lingohocken Fire Company	\$14,281.85	yearly allocation
	TOTAL	\$14,281.85	

APRIL 2017 OPEN SPACE BILLS - 4/4/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400	Huntington National Bank	\$750.00	annual agent's fee
	TOTAL	\$750.00	

**PAID INTERIMLY

APRIL 2017 DUTCHESS FARM BILLS - 4/4/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.215	Coyne Chemical	\$1,047.00	aluminum sulfate
429.376	FRANC Environmental	\$372.60	sludge removal
429.372	PECO	\$1,051.52	electric
429.371	M. J. Reider Associates	\$175.00	testing
429.374	Shapiro Fire Protection	\$25.50	annual maint. fire extings.
429.421	Verizon	\$42.48	phone
	TOTAL	\$2,714.10	

**PAID INTERIMLY

APRIL 2017 WATER/SEWER CAPITAL RESERVE BILLS - 4/4/17

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
429.740	MJF Electrical Contracting	\$30,732.50	Lakeside - pmt. request #2
	TOTAL	\$30,732.50	

**PAID INTERIMLY

APRIL 2017 ENCLAVE BILLS - 4/4/17

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.371	M. J. Reider Associates	\$139.00	testing
429.374	Shapiro Fire Protection	\$34.00	annual maint. fire extings.
	TOTAL	\$173.00	

**PAID INTERIMLY