

**Upper Makefield Township Board of Supervisors
November 7, 2013 Meeting Minutes**

The November 7, 2013 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 Bud Baldwin, Treasurer Mary Ryan, Member Larry S. Breeden and Member Tom Cino. Also in attendance were Township Manager Sally Slook, Township Solicitor Mary Eberle, Esq., Township Engineer Larry Young, P.E., Director of Planning and Zoning Dave Kuhns, Assistant Township Manager Judy Caporiccio 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

- The Pennsylvania Historical and Museum Commission (PHMC) will host a public meeting on Wednesday November 13, from 5:30 to 8:30 p.m. to discuss the master plan being developed for Washington Crossing Historic Park. The meeting will be held at Washington Crossing Historic Park Visitor Center.
- Mr. Michael Tierney was elected to serve on the Board Supervisors. His term will begin in 2014

PUBLIC COMMENT

Robert Kay, Upper Makefield Fire Company, said planning for Operation Santa is underway, and he encouraged local businesses interested in participating to contact the Upper Makefield Fire Company.

Ellen Lane Novitz, 11 Duncan Drive, asked how an individual's tax information could be obtained from Township records. She was told that the Township does not have those records.

Dan Johansson, 85 McConkey Drive, commented that he met with Fire Marshal John Kernan regarding concerns about extinguishing fires on structures with solar panels, and he said the meetings he referenced previously regarding these concerns have been cancelled. Mr. Johansson expressed concerned about developers retaining mineral (and water) rights to properties. Ms. Eberle stated that the Municipal Planning Code, which Upper Makefield must follow, has regulations regarding mineral rights. She will research the specific regulations and provide a status report in early 2014.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to approve the October 10, 2013 Board of Supervisors Budget Workshops #1 Meeting minutes. Motion carried by a unanimous vote.

A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to approve the October 14, 2013 Board of Supervisors Budget Workshops #2 Meeting minutes. Motion carried by a unanimous vote.

A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to approve the October 15, 2013 Board of Supervisors Meeting minutes. Motion carried by a unanimous vote.

Ms. Slook directed attention to the bills list for November 7, 2013. A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to approve the November 7, 2013 Bills Payable list in the

November 7, 2013

amount of \$133,217.11. Motion carried by a unanimous vote.

PLANNING AND ZONING ISSUES

Halterman Zoning Hearing Board Application, 41 Street Road

Mr. Kuhns provided an overview of the application requesting relief to construct an addition in the side yard setback area. Brief discussion followed, and the Board agreed to take a neutral stand.

SOLICITOR'S REPORT

JMZO Ordinance No. 2013-5 - Fence Height and Other Limitations

Ms. Eberle provided an overview of the JMZO ordinance revising the height and other limitations for fencing. Following brief discussion, a motion was made by Ms. Ryan and was seconded by Mr. Baldwin to approve JMZO Ordinance No. 2013-5. Motion carried by a unanimous vote.

MANAGER'S REPORT

St. Mary's Hospital EMS Agreement Status Update

Ms. Slook said that she and Ms. Eberle met with representatives from St. Mary's Medical to discuss terms of an agreement to provide EMS services in the Township. A draft agreement is anticipated at their next meeting in mid-November. Ms. Slook has also been in contact with the fire company to discuss accommodations for the paramedics at Upper Makefield Fire Station.

Dan Johansson, 85 McConkey Drive, inquired about the process for backup ambulance service, and Emergency Management Coordinator Rob Kay responded that it would remain the same, which is the next available ambulance. Mr. Johansson also question how the service would be paid. Ms. Eberle explained that the ambulance service would bill the user.

Ms. Slook noted that she, Mr. Zarko and Mr. Dudish will be meeting with representatives of the DEP regarding the Dolington Area OLDS Survey results.

Presentation of 2014 Preliminary Budget

Ms. Slook provided an overview of the draft budget and reported that the 2014 draft budget has no tax increase, no new taxes, higher revenues, lower expenditures and pays down debt. Capital Improvement Plans have also been established for the Police, Public Works and Administration Departments and the Public Water and Sewer Systems. She thanked the Board and the staff for their work in the budget preparation.

Mr. Breeden explained that there is a fundamental difference in philosophy among the board members, one of spending versus returning excess tax collections to the taxpayer. He said he favors a reduced tax rate as opposed to spending on funding the full five year capital plans.

After discussion, Mr. Baldwin made a motion to authorize advertisement of the 2014 Preliminary Budget, which was seconded by Mr. Cino.

Ronnie LaNasa, Timber Knoll, congratulated the Board and staff for their work on the draft budget and inquired about the cost to collect funds compared to the cost to equitably return them.

Resident Ellen Lane Novitz, 11 Duncan Drive, inquired about receiving a hard copy of the 2014 Preliminary Budget.

Bill Kolick, Traditions, asked for clarification of the Heritage Hills and Traditions water/sewer funds.

A vote was then taken on the motion to advertise the preliminary budget. Motion carried on a 4-1 vote with Mr. Breeden voting against the budget as presented.

ENGINEER'S REPORT

Mr. Young said that the crosswalks in Washington Crossing have been repaired at no cost to the Township, and he apologized for any inconvenience during the process.

OLD BUSINESS

Mr. Rattigan announced that an executive session was held before tonight's meeting to discuss personnel matters, and an executive session will be held following tonight's meeting to discuss litigation and land acquisition matters.

ADJOURNMENT:

A motion was made by Mr. Baldwin and was seconded by Ms. Ryan to adjourn the meeting at 8:27 p.m. Motion carried on unanimous vote.

Approved: November 19, 2013

NOVEMBER 2013 GENERAL FUND BILLS - 11/7/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400.460	APMM	\$60.00	delegation dinner for ICMA conference
400.210	Associated Imaging Solutions	\$136.32	copier charges
410.238	Atlantic Tactical	\$139.99	boots
410.239A	" "	\$179.70	magazines
400.460	Bucks County Consortium	\$50.00	luncheon
410.372C	Cardmember Service - First National Bank	\$849.99	printer
400.192	" "	\$1,297.32	ICMA conference
400.460	" "	\$37.81	meeting exp.
410.192	" "	\$988.76	IACP conference/transp./JNET conference
410.210	" "	\$154.91	supplies
410.239A	" "	\$120.00	NRA membership
409.215	" "	\$29.97	supplies
409.373	" "	\$30.11	repair
409.373	Clemens	\$132.00	floor mat rental
430.238	" "	\$18.10	uniforms
409.321	Comcast - PD	\$310.30	phone/long distance/Internet
409.373	Cooper Pest Solutions	\$39.00	pest control - exterior
410.540-1	Creative Product Sourcing - DARE	\$102.00	DARE handouts
487	DVHIT	\$44,616.06	health insurance
414ZHB	Donna DeAngelis-Lehman	\$220.00	court reporter
409.215	Deer Park	\$48.93	drinking water for twp. bldgs.
400.314	Eckert Seamans Cherin & Mellott	\$3,870.00	legal fees
410.238	Gall's	\$305.96	boots
409.373	Good Air Conditioning & Heating	\$110.00	troubleshoot boiler - exhaust fumes in Admin. Bldg. lob
409.215	Gralnger	\$99.90	bulbs for PW bldgs.
400.374	HPT Systems	\$843.75	troubleshoot computer crash/printer
400.313	Heritage Conservancy	\$260.00	open space services
410.192	Kaplan University	\$2,125.00	tuition - M.K. Huff
411.212	John Kernan	\$18.73	reimburse for supplies
410.750	Donna Lere Photographer	\$175.00	update PD portrait
409.361	PECO	\$898.93	electric - Twp. Complex
409.361	PECO	\$1,029.81	electric - PD Bldg.
438.490	PSATS	\$70.00	PW training seminar
410.231	Riggins	\$2,362.80	unleaded gasoline
430.231	" "	\$2,388.23	diesel
410.238	Samzie's	\$41.80	belt/keepers
407.319	Ron Skotleski Video Productions	\$400.00	BoS Meeting broadcast 10/15/13
409.373	Smith's Yardville Supply	\$39.98	repairs/paint PW bldgs.
488	Standard Insurance	\$535.58	add/life insurance premium
488A	" "	\$3,513.16	std insurance premium
488B	" "	\$2,180.44	ltd insurance premium
400.210	Staples Advantage	\$63.15	office supplies
410.210	" "	-\$136.76	" "
414.210	" "	\$199.90	" "
409.215	" "	\$76.21	bldg. supplies
409.230	Superior Plus Energy	\$189.31	propane
410.134	Nicole Thompson, Animal Control	\$1,125.00	animal control officer
409.321	Verizon Wireless	\$1,120.05	mobile phone service
410.541	" "	\$26.19	" "
409.373	Waste Management	\$270.00	trash removal/recycling
410.375	YIS/Cowden Group	\$314.10	calibration

TOTAL \$74,077.49

**FOR BOARD APPROVAL

*OVER BUDGET

NOVEMBER 2013 LIQUID FUELS BILLS - 11/7/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
432S	All Industrial - Safety Products	\$230.09	sign stand
430.260	" "	\$104.50	small tools
437	" "	\$58.80	shop supplies
433TL	Armour & Sons Electric	\$500.00	semi-annual maint. traffic lights
430.260	Asphalt Care	\$59.45	small tools
437	Betts Equipment	\$11.74	weed whacker repairs
437	Davis Feed Mill	\$299.70	snow fence
438.245	Eureka Stone Quarry	\$109.08	road repair materials
438.245	Wm. M. Fabian & Son	\$86.35	stormwater inlet box repair
438.245	M & W Incom Supply	\$55.73	mat'l for stormwater drain work
437	Bill Marsh Ford	\$1,634.27	truck body repair
437	Owens Suburban Glass	\$250.00	windshield
437	Praxair	\$25.13	cylinder rental
437	Scrappy's	\$587.62	truck inspection/repairs
437	Tanner's Lawn & Snow Equip.	\$58.85	chain/tire plug
437	Zep Sales & Service	\$245.15	shop supplies
	TOTAL	\$4,316.46	

*OVER BUDGET

**PAID INTERIMLY

NOVEMBER 2013 PARK & REC BILLS - 11/7/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
452.250	Cardmember Svc. First Nat'l	\$36.96	trash cans
452.250	Hague Quality Water	\$438.75	pl. repairs Brownsburg
452.250	Lucas Ltd.	\$330.00	repair drain snack shack
452.250	PECO	\$36.13	electric
452.250	PECO	\$105.04	electric
452.250	PECO	\$84.52	electric
452.250	Private Utility Enterprises	\$300.48	water ops./tests parks
452.250	Smith's Yardville Supply	\$20.98	maint. supplies
452.250	Staples Advantage	\$64.26	can liners/toilet paper
452.250	John L. Tomlinson	\$1,328.00	install outlet/smoke alarms
452.250	Waste Management	\$214.00	trash/recycling parks
	TOTAL	\$2,959.12	

**PAID INTERIMLY

NOVEMBER 2013 PARK 3 YR CAP BILLS - 11/7/13

<u>Acct #</u>	<u>Company Name</u>	<u>Amount</u>	<u>Comments</u>
452.300	TruGreen	\$3,593.00	remed. fields 3,4,5 Br. Park
	TOTAL	\$3,593.00	

**PAID INTERIMLY

NOVEMBER 2013 WATER & SEWER BILLS - 11/7/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.110	Cardmember Service - First Nat.	\$227.96	supplies for printing/mailing water bills
429.374	LAWCO	\$825.00	calibration
429.372	PECO	\$82.01	electric
429.372	PECO	\$83.06	electric
429.372	PECO	\$111.07	electric
429.372	PECO	\$1,260.43	electric
429.372	PECO	\$1,530.54	electric
429.740	Power Quip	\$21,257.77	reducer
429.100	Private Utility Enterprises	\$10,567.56	plant operator
429.371	QC Laboratories	\$152.50	testing
429.740	Rio Systems and Services	\$563.00	supply/install meters
429.374	Smith's Yardville Supply	\$254.07	maint./repair items
429.421	Verizon	\$36.13	phone
429.421	Verizon	\$35.91	phone
429.421	Verizon	\$31.54	phone
429.421	Verizon	\$98.05	phone
	TOTAL	\$37,116.60	

**PAID INTERIMLY

*/**OVER BUDGET/BOARD APPROVAL

NOVEMBER 2013 TREE FUND - 11/7/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
409	Waitkus Design	\$3,000.00	UMTree Grant reimb. \$145/Lookout
	TOTAL	\$3,000.00	

**PAID INTERIMLY

NOVEMBER 2013 INTERIM BILLS - 11/7/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
341	U.M.T. Riparian Buffer	\$5,114.00	transfer C.D. int. into proper acct.
	TOTAL	\$5,114.00	

*PREVIOUSLY APPROVED BY BOARD

NOVEMBER 2013 DUTCHESS FARM BILLS - 11/7/13

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
429.100	Private Utility Enterprises	\$2,912.94	plant operator
429.371	QC Laboratories	\$127.50	testing
	TOTAL	\$3,040.44	

**PAID INTERIMLY
**OVER BUDGET/BOARD APPROVAL