

# Upper Makefield Township Board of Supervisors

## November 19, 2019 Meeting Minutes

The November 19, 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 and Member Ed Ford. Treasurer Mike Tierney was absent. Also in attendance were Assistant Township Manager Judy Caporiccio, 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 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:

- Thompson Mill Road will be closed intermittently tomorrow, Wednesday, November 20<sup>th</sup> between the hours of 7:00 a.m. – 4:00 p.m. while tree removal and maintenance is performed. Motorists who use the section of Thompson Mill Rd between Street Rd. and Eagle Rd. are advised to plan alternate routes.
- The Police Department will be conducting a Child Passenger Safety Check, including free installation of car seats and booster seats this Saturday, November 23, 2019 from 9 a.m. - 3 p.m. Contact the Police Department for more information and to register.
- The 4<sup>th</sup> On-Lot Sewage Disposal System (OLDS) Management Program Public Educational Session for residents in the Dolington and Taylorsville areas will be held on Wednesday, December 4 at 7:00 p.m. at the Township building. The topic of this session will be optimization of OLDS performance, with a focus on water conservation.
- Township offices will be closed November 28<sup>th</sup> and 29<sup>th</sup> for the Thanksgiving holiday.

Ms. Nolan acknowledged Congressman Fitzpatrick's efforts to address the noise generated at Mercer County Firing Range, noting that they have agreed to use firearm noise suppression devices and will seek funding for a noise abatement structure to further reduce the noise produced at the range.

### 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 November 6, 2019 meeting minutes. Motion carried by unanimous vote.

Mr. Cino presented the bills list for November 19, 2019. A motion was made by Ms. Ballerini and was seconded by Ms. Nolan to approve the November 19, 2019 Bills Payable List in the amount of \$159,365.07. Motion carried by unanimous vote.

### PLANNING AND ZONING ISSUES

#### **Siveter Zoning Hearing Board Application, 1284 Eagle Road**

Attorney Andrew Teitelman and Engineer Larry Byrne represented the applicant and provided an overview of the Siveter application requesting relief from impervious coverage restrictions for the construction of a driveway. Discussion followed and a motion was made by Dr. Ford and seconded by

Ms. Nolan to take a neutral position regarding the application and request that, with Zoning Hearing Board approval, the applicant consider planting additional trees. Motion carried by a unanimous vote.

### **PECO Green Region Grant Application**

Mr. Kuhns provided an overview of the PECO Green Region Grant, which focuses on the installation and planting of trees. The EAC has reviewed and is supportive of submitting an application before the submission deadline of November 30, 2019. Following discussion, a motion was made by Ms. Nolan and seconded by Ms. Ballerini to authorize submission of the PECO Green Region Grant Application for a staff-recommended project located on Township-owned property. Motion carried by unanimous vote.

### **SOLICITOR'S REPORT**

The Solicitor's Report was in the Board's packets.

### **ASSISTANT MANAGER'S REPORT**

#### **Sludge Removal Bid**

Ms. Caporiccio provided an overview of the Sludge Removal Bids and the recommendation of Water/Sewer Engineer Tom Zarko to award Three-Year Contract Alternate to Franc Environmental of Horsham, PA in the amount of \$104,940.00. A motion was made by Ms. Nolan and seconded by Ms. Ballerini to award Three-Year Contract Alternate to Franc Environmental of Horsham, PA in the amount of \$104,940.00. Motion carried by unanimous vote.

#### **Municipal Building Renovation Project**

Ms. Caporiccio provided an overview of the Municipal Building Renovation Project and the process to date. A motion was then made by Ms. Nolan and seconded by Ms. Ballerini to award the base bid and alternate for General Construction to Premier Builders, Inc. in the amount of \$308,090.00, for Mechanical Construction to Hirschberg Mechanical in the amount of \$25,000, for Electrical Construction to AJM Electric in the amount of \$46,000 and for Plumbing Construction to Hirschberg Mechanical in the amount of \$19,000. Motion carried by unanimous vote.

#### **Tax Collector Office Space**

Ms. Caporiccio provided an overview of a request by newly-elected Tax Collector Tom Merchant to utilize office space in the Township modular. Mr. Merchant is aware that the space is also used as meeting space and that he will be responsible for securing his work and belongings.

Dr. Ford expressed support of the office location with a fee that would cover associated expenses so a precedent is not established, noting that the tax collector is a paid position. Following discussion, a motion was made by Ms. Nolan and seconded by Dr. Ford to approve the request of Tax Collector Tom Merchant to use the modular for office space subject to conditions that the tax collector is responsible for document security management practices, all payments will be made to the tax collector and not to Township staff, the modular will continue to be available as meeting space and a mutually agreed upon use fee will be established. Ms. Ballerini stated that she is supportive of providing space for the tax collector's office at the municipal complex as a safer and more convenient location but does not agree that a fee should be charged because the tax collector is providing a service to the community. Motion carried by unanimous vote.

Ms. Caporiccio noted that copies of the EMS and auditing services proposals received are at the Board's desks and consideration of the proposals will be on the next meeting agenda.

**ENGINEER'S REPORT**

There was no Engineer's Report.

**BOARD AND COMMISSION REPORTS**

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

- Environmental Advisory Council – October 8, 2019
- Historical Advisory Commission – April 16, 2019, June 10, 2019, September 19, 2019 and October 21, 2019
- Investment Committee – August 15, 2019

**DEPARTMENT REPORTS**

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

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

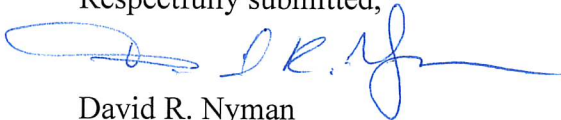
**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

A motion was made by Dr. Ford and seconded by Ms. Ballerini to adjourn at 8:11 p.m. Motion carried by unanimous vote.

Respectfully submitted,



David R. Nyman  
Township Manager

Approved: December 3, 2019