

Upper Makefield Township Board of Supervisors
April 21, 2020 Meeting Minutes

The April 21, 2020 public meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Tom Cino at 7:30 p.m. Due to meeting room renovations, the meeting was held in the Police Building. In order to comply with social distancing requirements due to the COVID-19 pandemic, the following members of the Board of Supervisors were in attendance: Chair Tom Cino, Vice Chair Diana Nolan, and Treasurer Tim Thomas. Also in attendance was Township Manager David R. Nyman. Supervisor Ed Ford, Supervisor Karin Traina, Township Solicitor Mary Eberle, Esq., Township Engineer Larry Young, P.E., and Assistant Township Manager Judy Caporiccio participated by telephone.

There were no 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 in recognition of the victims of COVID-19.

ANNOUNCEMENTS

Mr. Cino made the following announcements:

- This was the first meeting held since the Board declared a disaster emergency in Upper Makefield Township. Because the Township building is undergoing renovations, the meeting was held in the police building. In order to comply with social distancing requirements, there were only five people present—Supervisors Nolan, Thomas and Cino, Township Manager Dave Nyman and videographer Ron Skotleski, and they remained six feet apart to adhere to social distancing requirements. Supervisors Ford and Traina, Ms. Eberle and Mr. Young participated by teleconference. People were invited to submit public comment for the meeting by mail or email in advance, with Mr. Nyman to read submitted comments on particular issues as the meeting progressed through the agenda. The recording of the meeting will be posted to the Township website and the cable channel for rebroadcast. Residents were encouraged to check the Township website for information on future meetings. Mr. Cino also thanked everyone for their patience as we work through the processes and continue to implement State imposed guidelines as in the recently approved Act 15 of 2020 (Senate Bill 841).
- The Township building remains closed to the public, however Township operations continue:
 - The Police Department is fully staffed and operational with increased patrols.
 - The Public Works Department is on call.
 - The Administration, Finance and Planning & Zoning Departments continue to operate both remotely and with staggered shifts to process responses as needed.
 - Both Lookout Park and Brownsburg Park remain open, however the facilities, playgrounds, tennis court and restrooms are closed.

Police, emergency medical personnel, fire company volunteers and Township staff were thanked for their dedication during this time.

Mr. Cino encouraged continued practice of social distancing and the other State mandates for everyone's safety.

- An executive session will be held following tonight's meeting regarding real estate matters.

Ms. Nolan provided an update that the proposed wall to be built at the Mercer County, NJ gun range will not provide the requested noise abatement in Upper Makefield, but a directive has been issued that suppressors will be required effective November 2020. Ms. Nolan thanked Congressman Fitzpatrick for his efforts to resolve this concern.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Ms. Nolan and seconded by Mr. Thomas to approve the March 3, 2020 meeting minutes. Motion carried by unanimous vote.

A motion was made by Ms. Traina and seconded by Dr. Ford to approve the March 17, 2020 meeting minutes. Motion carried by unanimous vote.

Mr. Cino presented the Bills List for March 17, 2020. A motion was made by Ms. Nolan and seconded by Mr. Thomas to approve the March 17, 2020 Bills Payable List in the amount of \$384,678.56. Motion carried by unanimous vote.

Mr. Cino presented the Bills List for April 7, 2020. A motion was made by Mr. Thomas and seconded by Ms. Traina to approve the April 7, 2020 Bills Payable List in the amount of \$152,979.65. Motion carried by unanimous vote.

Mr. Cino presented the Bills List for April 21, 2020. A motion was made by Ms. Nolan and seconded by Ms. Traina to approve the April 21, 2020 Bills Payable List in the amount of \$224,375.64. 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

Survey On-Lot Sewage Disposal System (OLDS) RFP - Dolington and Taylorsville Area

Mr. Nyman provided an overview of the RFP to Survey On-Lot Sewage Disposal System (OLDS) in the Dolington and Taylorsville Areas. Discussion followed and a motion was made by Mr. Thomas and seconded by Ms. Nolan to accept the proposal of Penns Trail Environmental, LLC in the amount of \$6,950.00 to survey OLDS in the Dolington and Taylorsville area. Dr. Ford supported the Township's approach of communicating with those residents in advance to explain the background and benefits to their community. Motion carried by unanimous vote.

June Board of Supervisors Meeting Date Change

A motion was made by Ms. Nolan and seconded by Mr. Thomas to change the June 2, 2020 Board of Supervisors meeting date to Wednesday, June 3, 2020 to avoid conflict with the rescheduled date of the Pennsylvania Primary. Motion carried by unanimous vote.

Resolution No. 2020-04-21-01 - Extending Face Payment Date for 2020 Real Estate Taxes

Mr. Nyman provided an overview of the resolution extending the face payment date for 2020 real estate taxes consistent with the Bucks County extension of 30 days until July 30, 2020 due to the COVID-19 pandemic and State, County and Township emergency declarations. Discussion followed and a motion was made by Ms. Traina and seconded by Mr. Thomas to approve Resolution No. 2020-04-21-01. Motion carried by unanimous vote.

ENGINEER'S REPORT

2020 Road Paving Project

Mr. Young provided a summary of the bid results and recommended awarding the 2020 Road Paving Project base bid and four alternates to the lowest possible bidder, Bray Brothers, Inc., for the amount of \$432,645.50. Discussion followed, and a motion was made by Mr. Thomas and seconded by Ms. Nolan to award the 2020 Road Paving Project and four Alternates to Bray Brothers, Inc., in the amount of \$432,645.50. Motion carried by unanimous vote.

BOARD AND COMMISSION REPORTS

There were no Board and Commission Reports.

DEPARTMENT REPORTS

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

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

PUBLIC COMMENT

Ms. Nolan reminded residents the prescription drug disposal box is still accessible in the Police Department lobby during business hours.

Ms. Nolan said volunteer opportunities are available through the Bucks County Opportunity Council to assist with food drives and emergency food box preparations during the COVID-19 pandemic. Residents interested in learning more can contact Congressman Fitzpatrick's office.

ADJOURNMENT

A motion was made by Ms. Nolan and seconded by Mr. Thomas to adjourn at 7:56 p.m. Motion carried by unanimous vote.

Respectfully submitted,



David R. Nyman
Township Manager
Approved: May 19, 2020