

**Upper Makefield Township Board of Supervisors**  
**October 20, 2020 Meeting Minutes**

The October 20, 2020 virtual meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Tom Cino at 7:33p.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., Assistant Township Manager Judy Caporiccio and Planning & Zoning Director Dave Kuhns.

**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:

- Saturday, October 24 is the Bucks County Drive up & Drop in Medication Disposal Program. Stop by the Upper Makefield Township Police Department between 10-2 to safely dispose of unused medications. There is also a drop box located in the Police Department lobby which is accessible during office hours. Visit the township website for more information.
- Residents are invited to submit a volunteer board application if interested in serving on a Township board or commission. The application can be found on the Township website at [UpperMakefield.org](http://UpperMakefield.org).
- The next Regular Board of Supervisors meeting is scheduled for Wednesday, November 4 due to Election Day. Please monitor the township website for updates and details.
- The Upper Makefield Police Department will be partnering with Newtown Township and Newtown Borough Police Departments to participate in the national "Shop with a Cop" program hosted by Target. The officers participating in the program volunteer their personal time and are paired with Council Rock School District children in elementary and middle school who are experiencing a challenge or hardship to provide them with an opportunity to shop for the holidays. "Shop with a Cop" is funded solely through donations. Visit [UpperMakefield.org](http://UpperMakefield.org) for more information about the program and details about how to donate.
- An Executive Session will be held following this evening's meeting to discuss litigation.
- The Washington Crossing Bridge is scheduled to be closed for center-line painting work between 9 p.m. and 10 p.m. tomorrow, Wednesday, Oct. 21.

**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 October 6, 2020 meeting minutes. Motion carried by 4-0-1 vote, with Ms. Traina abstaining.

A motion was made by Mr. Thomas and seconded by Ms. Nolan to approve the October 13, 2020 Budget Workshop meeting minutes with the addition of a notation that Board consensus was to send a resident mailer in the first quarter of 2021. Motion carried by unanimous vote.

A motion was made by Ms. Nolan and seconded by Dr. Ford to approve the October 20, 2020 Bills Payable List in the amount of \$198,081.68. Motion carried by unanimous vote.

## **PLANNING & ZONING ISSUES**

### **Stewart Zoning Hearing Board Application – 1790 Lindenhurst Road**

Applicant Anthony Stewart and Land Surveyor Thomas Coolbaugh provided an overview of the requested relief from impervious coverage limitations for the construction of an inground pool.

Discussion followed with various Board members expressing concern regarding the proposed increase in impervious coverage. A motion was made by Dr. Ford and seconded by Ms. Nolan to oppose the request as presented with a recommendation for a stormwater management plan to reduce impervious surface unless the applicant submits a continuance request. Motion carried by a unanimous vote.

### **Siegel Zoning Hearing Board Application – 32 Timber Knoll Drive**

Robert and Rebecca Siegel provided an overview of their request for relief from impervious coverage limitations for the construction of an inground pool. Discussion followed with the applicant agreeing to install stormwater measures determined by the Township Engineer that would return the property to the equivalent of 18% impervious coverage. A motion was made by Dr. Ford and seconded by Ms. Nolan to express a favorable position to include the applicant installing Township recommended stormwater relief measures as prescribed by the Township Engineer. Motion carried by a unanimous vote.

## **SOLICITOR'S REPORT**

There was no Solicitor's Report.

## **MANAGER'S REPORT**

### **2021 Fee Schedule**

Mr. Nyman provided an overview of the proposed 2021 Fee Schedule and noted a reduction in the Zoning Hearing Board Solicitor's Fee to \$150.00 per hour. Following discussion, a motion was made by Ms. Nolan and seconded by Dr. Ford to approve the revised 2021 Fee Schedule. Motion carried by unanimous vote.

### **Resolution No. 2020-10-20-01 – Establishing 2021 Enclave Water/Sewer Rates**

Mr. Nyman provided an overview of Resolution No. 2020-10-20-01 establishing 2021 Enclave Water/Sewer Rates. Discussion followed and a motion was made by Ms. Nolan and seconded by Ms. Traina to approve Resolution No. 2020-10-20-01. Motion carried by unanimous vote.

### **Presentation of 2021 Preliminary Budget**

Mr. Nyman provided a presentation of the 2021 Preliminary Budget developed following the two budget workshop meetings held on October 6, 2020 and October 13, 2020. He thanked the Board and the staff for their efforts during the budget process. The Board expressed appreciation of staff's efforts. A motion was made by Ms. Nolan and seconded by Ms. Traina to authorize advertisement of the 2021 Preliminary Budget. Motion carried by unanimous vote.

### **Dutchess Water/Sewer Treatment Plant – Toll Brothers Request for Dedication**

Mr. Nyman provided an overview of the Toll Brothers Request for dedication of the Dutchess Water/Sewer Treatment Plant. Following discussion, a motion was made by Dr. Ford and seconded by Ms. Nolan to ratify direction to CKS by the Township Manager to inspect the water and sewer facilities and prepare a report on the status of completion. Motion carried by unanimous vote.

### **Resolution No. 2020-10-20-02 – Authorizing Submission of PennDOT Application for Traffic Signal Approval (radar speed signs)**

Mr. Nyman provided an overview of the Resolution No. 2020-10-20-02 authorizing Submission of PennDOT Application for Traffic Signal Approval (radar speed signs). Following discussion, a

motion was made by Ms. Traina and seconded by Dr. Ford to approve Resolution No. 2020-10-20-02. Motion carried by unanimous vote.

### **Public Works Department**

A motion was made by Ms. Nolan and seconded by Ms. Traina to accept the resignation of Public Works Department Administrative Assistant Bernadette Connison effective October 30, 2020. Motion carried by unanimous vote.

A motion was made by Dr. Ford and seconded by Mr. Thomas to authorize advertisement of the Public Works Administration Assistant position. Motion carried by unanimous vote.

### **ENGINEER'S REPORT**

There was no Engineer's Report.

### **BOARD AND COMMISSION REPORTS**

Mr. Cino announced that the June 24, 2020 Planning Commission minutes were included in Board packets:

### **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

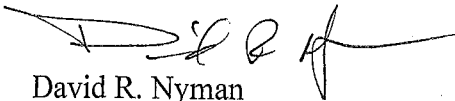
### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURNMENT**

A motion was made by Ms. Nolan and seconded by Ms. Traina to adjourn the meeting into Executive Session at 9:26 p.m. Motion carried by unanimous vote.

Respectfully submitted,



David R. Nyman  
Township Manager

Approved: November 17, 2020