

**Upper Makefield** *Township*  
**Board of Supervisors Meeting**  
**December 15, 2020**

**I. Call to Order – 7:30 p.m.**

**II. Pledge of Allegiance and Moment of Silence**

**III. Announcements**

**IV. Public Comment**

**V. Approval of Minutes and Bills Payable**

- A. December 1, 2020 Board of Supervisors Meeting Minutes  
*Consider approval of December 1, 2020 Minutes*
- B. Bills Payable – December 15, 2020  
*Consider approval of Bills Payable for December 15, 2020*

**VI. Planning & Zoning Issues: Dave Kuhns**

- A. Portman Zoning Hearing Board Application, 1231 River Road
- B. Seasock/Wheeler Zoning Hearing Board Application, 1161 Mount Eyre Road
- C. Washington Crossing United Methodist Church/Traditions Water Line LOC Release  
*Consider motion to approve release of Washington Crossing United Methodist Church/Traditions Water Line Letter of Credit in the amount of \$82,132.05*
- D. Washington Crossing National Cemetery Programmatic Agreement Extension  
*Consider motion to ratify Township Manager's execution of Washington Crossing National Cemetery Programmatic Agreement extension*

**VII. Solicitor's Report: Mary Eberle, Esq.**

- A. Resolution No. 2020-12-15-01 – Accept Deed of Dedication - Dutchess Farm Wastewater Treatment Plant  
*Consider motion to accept dedication of the Dutchess Farm Wastewater Treatment Plant and Bill of Sale subject to receipt of 12 month maintenance bond, \$115,000 for capital reserve deficit, and title policy by December 31, 2020*

**VIII. Manager's Report: David R. Nyman**

- A. Sale of 2013 Dodge Charger  
*Consider motion to accept bid of Jeff Svendsen in the amount of \$4,700.00 for purchase of 2013 Dodge Charger*

- B. Public Works Laborer  
*Consider motion to hire \_\_\_\_\_ for the position of full-time Public Works Laborer*
- C. Public Works Administrative Assistant  
*Consider motion to hire \_\_\_\_\_ for the position of part-time Public Works Administrative Assistant*
- D. Police Department  
*Consider motion to promote Officer Mary Kate Huff to the rank of Sergeant effective January 1, 2021*

## **IX. Engineer's Report: Larry Young, P.E.**

- A. Enclave (Gray Tract) – Site Improvement Escrow Release #6  
*Consider motion to approve Escrow Release #6 in the amount of \$93,001.38*
- B. Thompson Mill Road Drainage Project
  - a. Change Order #1 (Reduction)  
*Consider motion to approve Change Order #1 in the amount of (\$13,571.00)*
  - b. Pay Request #1 (Partial)  
*Consider motion to approve Payment Request #1 in the amount of \$137,402.10*

## **X. Board and Commission Reports**

- A. Environmental Advisory Council - August 11, 2020

## **XI. Department Reports**

- A. Planning & Zoning Department
- B. Finance Department
- C. Fire Department
- D. Ambulance
- E. Fire Marshal
- F. Police Department
- G. Public Works Department

## **XII. Public Comment**

## **XIII. Adjournment**

*Next meeting: Reorganization Meeting - Monday, January 4, 2021 at 7:30 p.m.  
[www.uppermakefield.org](http://www.uppermakefield.org)*