

## **Upper Makefield Township Board of Supervisors**

### **November 17, 2020 Meeting Minutes**

The November 17, 2020 virtual 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, Treasurer Tim Thomas, Member Ed Ford and Member Karin Traina. Also in attendance were Assistant Township Manager Judy Caporiccio, Township Solicitor Mary Eberle, Esq., Water/Sewer Engineer Tom Zarko, P.E., Planning & Zoning Director Dave Kuhns and Chief Schmidt.

#### **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:

- On behalf of the Board, I would like to express our appreciation to Township staff, the Public Works Department and especially the Police Department for their efforts surrounding events held in the Township over the weekend of October 31<sup>st</sup>. Our Township was well prepared due to the extensive and coordinated efforts which allowed for events to take place without incident.
- We would like to remind residents that the Upper Makefield Police Department is partnering with Newtown Township and Newtown Borough Police Departments to participate in the national "Shop with a Cop" program hosted by Target on Dec. 6th. The officers participating in the program volunteer their time and are paired with Council Rock School District children in elementary and middle school who are experiencing a 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.
- Volunteer board applications are available on the Township website for residents who may be interested in serving on a Township board or commission.
- There will be an executive session following this meeting to discuss litigation matters.

#### **PUBLIC COMMENT**

There was no public comment.

#### **APPROVAL OF MINUTES AND BILLS PAYABLE**

A motion was made by Ms. Nolan and seconded by Ms. Traina to approve the October 20, 2020 meeting minutes. Motion carried by unanimous vote.

A motion was made by Ms. Nolan and seconded by Mr. Thomas to approve the November 4, 2020 Bills Payable List in the amount of \$41,031.13. Motion carried by unanimous vote.

A motion was made by Mr. Thomas and seconded by Ms. Nolan to approve the November 17, 2020 Bills Payable List in the amount of \$1,654,220.04. Motion carried by unanimous vote.

#### **PLANNING & ZONING ISSUES**

##### **Manel Zoning Hearing Board Application, 15 Bailey Drive**

Applicant Rich Manel and David Lisanti, P.E. provided an overview of the request for relief from impervious coverage regulations for construction of an in-ground pool. Discussion followed and the Board expressed the importance of soil testing to assure proper functionality of the proposed stormwater management plan. A motion was made by Ms. Nolan and seconded by Ms. Traina to

remain neutral on the application with the condition that soil tests are performed to the satisfaction of the Township Engineer and that the applicant's stormwater plan attempts to bring the impervious coverage back to 18%. Motion carried by unanimous vote.

**Floge Tract Farming Lease Renewal, River Road**

Mr. Kuhns provided background on the agreement between the Township and David Johnson, which has allowed him to farm the Township-owned Floge Tract since 2009. Discussion followed and a motion was made by Dr. Ford and seconded by Ms. Nolan to renew the Floge Tract Farming Lease with David Johnson for 2021-2023 for the amount of \$1/year. Motion carried by a unanimous vote.

**SOLICITOR'S REPORT**

**Resolution No. 2020-11-17-03 — Authorize Execution of Agreements for a Department of Community and Economic Development Municipal Assistance Program (MAP) Grant**

Ms. Eberle introduced the resolution authorizing the execution of agreements for a Department of Community and Economic Development Municipal Assistance Program (MAP) Grant for the purpose of updating the Newtown Area Joint Comprehensive Plan. Discussion followed and a motion was made by Mr. Thomas and seconded by Ms. Traina to approve Resolution No. 2020-11-17-03. Motion carried by unanimous vote.

**Ordinance No. 325 – SALDO Hydrogeological Report Amendment**

Ms. Eberle introduced Ordinance No. 325 amending SALDO regulations providing for Hydrogeological Reports. Mr. Cino opened the public hearing. Ms. Nolan referenced the provision for well monitoring and the impact on neighboring properties. Mr. Zarko explained and clarified the Township's process for monitoring neighboring wells. There were no further comments from the Board and no comments from the public. Mr. Cino closed the public hearing. A motion was then made by Dr. Ford and seconded by Ms. Nolan to adopt Ordinance No. 325. Motion carried by unanimous vote.

**Dutchess Farms – Ratification of Action on Request for Dedication**

Ms. Eberle provided an overview of the developer's request for dedication of the Dutchess Farms Wastewater System and Treatment Plant. Discussion followed and a motion was made by Mr. Thomas and seconded by Dr. Ford to deny the developer's request for dedication of the Dutchess Farms Wastewater System and Treatment Plant for the reasons set forth in the October 22, 2020 report of CKS Engineers as communicated to the Developer in the letter of the Township Manager dated October 28, 2020. Motion carried by unanimous vote.

**Enclave Wastewater Treatment System – Acknowledge Receipt of Request of Developer for Dedication of Wastewater Treatment System**

Ms. Eberle provided an overview of the developer's request for dedication of the Enclave Wastewater Treatment System. Discussion followed and a motion was made by Ms. Nolan and seconded by Ms. Traina to direct and authorize CKS Engineers to inspect the improvements and provide a report on the status of completion of the Enclave Wastewater Treatment System. Motion carried by unanimous vote.

**Enclave Water Distribution System – Acknowledge Receipt of Request of Developer for Dedication of Water Distribution System**

Ms. Eberle provided an overview of the developer's request for dedication of the Enclave Water Distribution System. Discussion followed and a motion was made by Ms. Traina and seconded by Ms. Nolan to direct and authorize CKS Engineers to inspect the improvements and provide a report on the status of completion of the Enclave Water Distribution System. Motion carried by unanimous vote.

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

#### **Resolution No. 2020-11-17-01 – Adoption of 2021 Budget**

Ms. Caporiccio introduced the resolution and reviewed the 2021 budget process, noting that the preliminary 2021 budget has been advertised, made available for public inspection at the Township office, posted on the Township website and may be considered for adoption. A motion was then made by Mr. Thomas and seconded by Ms. Traina to adopt Resolution No. 2020-11-17-01. Motion carried by unanimous vote.

#### **Resolution No. 2020-11-17-02 – Tax Levy**

Ms. Caporiccio introduced the resolution establishing the 2021 Real Estate Tax. Discussion followed and a motion was made by Ms. Nolan and seconded by Dr. Ford to approve Resolution No. 2020-11-17-02. Motion carried by unanimous vote.

#### **Part-Time Police Officer**

A motion was made by Mr. Thomas and seconded by Dr. Ford to approve the conditional hiring of Ryan Maloney for the position of part-time police officer. Motion carried by unanimous vote.

#### **Public Works**

A motion was made by Dr. Ford and seconded by Ms. Nolan to accept the resignation of Public Works Department Laborer Kevin Reed effective October 28, 2020 and ratify authorization to advertise the position. Motion carried by unanimous vote.

#### **2009 Ford F450 Truck with Snow Plow**

Ms. Caporiccio reported on the bid for the sale of the 2009 Ford F450 Truck with Snow Plow, which was listed for sale on Municibid. A motion was made by Mr. Thomas and seconded by Dr. Ford to award the bid for the sale of the 2009 Ford F450 Truck with Snow Plow to Jim O'Connell for the purchase price of \$9,300.00. Motion carried by unanimous vote.

### **WATER/SEWER ENGINEER'S REPORT**

#### **Heritage Hills Water Tank Maintenance Contract**

Mr. Zarko provided a summary of the bid results and recommended rejecting the bid proposals for Heritage Hills Water Tank Maintenance Contract and authorizing re-advertisement of the bids following further review and revision. Following discussion, a motion was made by Ms. Nolan and seconded by Dr. Ford to reject the bid proposals for the Heritage Hills Water Storage Tank Maintenance Contract and authorize re-advertisement. Motion carried by unanimous vote.

### **BOARD AND COMMISSION REPORTS**

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

- Investment Committee - August 6, 2020
- Planning Commission - August 26, 2020

### **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 Department

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

A motion was made by Mr. Thomas and seconded by Ms. Nolan to adjourn the meeting at 8:21 p.m.

Respectfully submitted,



David R. Nyman  
Township Manager

Approved: December 1, 2020