

Upper Makefield Township Board of Supervisors

December 15, 2020 Meeting Minutes

The December 15, 2020 virtual 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 Township Manager David R. Nyman, Township Solicitor Mary Eberle, Esq., Assistant Township Manager Judy Caporiccio, Township Engineer Larry Young, P.E., Planning & Zoning Director Dave Kuhns and Chief Mark 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:

- The annual public Delaware River crossing reenactment at Washington Crossing Historic Park will not be held this year due to COVID-19 restrictions. Instead, a short movie will premiere at 10 a.m. on Christmas Day that captures scenes from previous crossing reenactments. Watch the movie on the Park's Facebook page and YouTube channel.
- The annual Reorganization Meeting of the Board of Supervisors will be held on Monday, January 4, 2021 at 7:30 p.m.
- The annual meeting of the Board of Elected Auditors will be held on Tuesday, January 5, 2021 at 3:30 p.m.
- An executive session will take place following tonight's meeting to discuss personnel matters.
- As 2020 comes to a close, we would like to acknowledge Township employee milestone anniversaries achieved this year:

15 years - Bookkeeper Laurie Bernstein

20 years - Sergeant Dan Jones, Officer Lauren Nelson, Police Administrative Assistant
Janice Spadaccino, Public Works Superintendent Bruce Scott

30 years - Fire Marshal John Kernan

40 years - Chief Mark Schmidt

- There are two resident volunteers whose terms are ending this year whom we would like to thank for their contributions.
 - Cathy Magliocchetti has been a member of the Park & Recreation Board since 2015 and has played a significant role in the improvements and development of our Township parks, particularly Brownsburg Park. With her background in environmental sciences, Cathy has provided valuable insight to protect our natural assets while providing the recreational facilities our community enjoys today. Her term on the Park & Rec Board is ending this year, but Cathy will continue to serve on the EAC.
 - Walter Wydro has been a volunteer for over 50 years. For those of you who do not know him, Walter has been instrumental in the development of the Township that we all know today. As a member of the Upper Makefield Planning Commission, the Bucks County Planning Commission and a founding member of the Jointure, he was an integral part of land development review and ordinance development that has protected the integrity of our Township. Walter's terms on the Upper Makefield Planning Commission and Joint Planning Commission expire this year, but his impact on our community continues.

Ms. Nolan noted that the Fire Company food drop-off is scheduled for December 20 at Station 71 on Taylorsville Road.

Ms. Traina stated that the UMFC Santa parade through the Township is also on December 20.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Ms. Nolan and seconded by Dr. Ford to approve the December 1, 2020 meeting minutes. Motion carried by unanimous vote.

A motion was made by Mr. Thomas and seconded by Dr. Ford to approve the December 15, 2020 Bills Payable List in the amount of \$241,603.61. Motion carried by unanimous vote.

PLANNING & ZONING ISSUES

Portman Zoning Hearing Board Application – 1231 River Road

William Benner, Esq., and Ron Monkres, P.E., represented the applicant and provided an overview of the request for a special exception to reconstruct and enlarge an existing wood deck in the floodway. It was noted that the DEP general permits have been issued. Discussion followed regarding a proposed gazebo, the precise size of the proposed deck and existing stairs, and the definition of a flood plain. A motion was then made by Ms. Traina and seconded by Ms. Nolan to take a neutral position provided that all engineering requirements are met. Motion carried by a 4-1 vote with Dr. Ford voting in opposition.

Seasock/Wheeler Zoning Hearing Board Application – 1161 Mount Eyre Road

Kristin Holmes, P.E. represented the applicant and provided an overview of the request for a variance to permit disturbance to floodplain soils for construction of a detached garage and swimming pool with patio. Discussion regarding the size of the garage, soil testing, the proposed pool and the flood plain followed. The applicant indicated they would comply with all comments in the Tri-State Engineers letter of December 10, 2020. A motion was made by Ms. Traina and seconded by Dr. Ford to take a neutral position on the garage proposal, but oppose the installation of a pool based on the disturbance to floodplain soils and hardship requirements. Motion carried by a 4-1 vote with Ms. Nolan voting in opposition stating that due to the unusual circumstances of the lot, she would remain neutral on both the garage and the pool.

Washington Crossing United Methodist Church/Traditions Water Line LOC Release

Mr. Kuhns provided an overview of the Washington Crossing United Methodist Church/Traditions Water Line installation project and presented the request for a Letter of Credit release. A motion was made by Dr. Ford and seconded by Ms. Traina to approve release of the Letter of Credit in the amount of \$82,132.05 for the Washington Crossing United Methodist Church/Traditions Water Line installation project. Motion carried by a unanimous vote.

Washington Crossing National Cemetery Programmatic Agreement Extension

Mr. Kuhns provided an overview of the request for extension of the Washington Crossing National Cemetery Programmatic Agreement. A motion was made by Dr. Ford and seconded by Ms. Nolan to ratify the Township Manager's execution of the Washington Crossing National Cemetery Programmatic Agreement extension through December 31, 2030. Motion carried by a unanimous vote.

SOLICITOR'S REPORT

Resolution No. 2020-12-15-01 – Accept Deed of Dedication – Dutchess Farm Wastewater Treatment Plant

Ms. Eberle introduced the resolution accepting the Deed of Dedication for the Dutchess Farm Wastewater Treatment Plant, noting receipt of the 12 month maintenance bond, a check for \$115,000 for capital reserve deficit, Bill of Sale and title policy. Discussion followed and a motion was made by Mr. Thomas and seconded by Dr. Ford to approve Resolution No. 2020-12-15-01. Motion carried by a unanimous vote.

MANAGER'S REPORT

Sale of 2013 Dodge Charger

Mr. Nyman reported on the bid for the sale of the 2013 Dodge Charger, which was listed for sale on Muncibid. A motion was made by Ms. Nolan and seconded by Ms. Traina to accept the bid for the sale of the 2013 Dodge Charger to Jeff Svendsen for the purchase price of \$4,700.00. Motion carried by a unanimous vote.

Public Works Laborer

A motion was made by Mr. Thomas and seconded by Ms. Nolan to hire Brian Walter for the position of full-time Public Works Department Laborer. Motion carried by unanimous vote.

Public Works Administrative Assistant

A motion was made by Dr. Ford and seconded by Mr. Thomas to hire Carole Housel for the position of part-time Public Works Department Administrative Assistant. Motion carried by unanimous vote.

Police Department

A motion was made by Ms. Traina and seconded by Ms. Nolan to promote Officer Mary Kate Huff to the rank of Sergeant, effective January 1, 2021. Motion carried by unanimous vote.

ENGINEER'S REPORT

Enclave (Gray Tract) – Site Improvement Escrow Release #6

Mr. Young provided an update of the project and recommended approval of Escrow Release #6 in the amount of \$93,001.38. A motion was made by Ms. Nolan and seconded by Mr. Thomas to approve Site Improvement Escrow Release #6 in the amount of \$93,001.38. Motion carried by unanimous vote.

Thompson Mill Road Drainage Project

Change Order #1 (Reduction)

Mr. Young provided an update of the project and recommended approval of Change Order #1, reducing the contract amount by \$13,571.00. A motion was made by Ms. Nolan and seconded by Ms. Traina to approve Change Order #1. Motion carried by unanimous vote.

Pay Request #1 (Partial)

Mr. Young then recommended approval of the Thompson Mill Road Drainage Project Payment Request #1 (Partial) in the amount of \$137,402.10. A motion was made by Mr. Thomas and seconded by Dr. Ford to approve Payment Request #1 (Partial). Motion carried by unanimous vote.

BOARD AND COMMISSION REPORTS

Mr. Cino announced that the August 11, 2020 Environmental Advisory Council 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
- Ambulance
- Fire Marshal
- Police Department
- Public Works Department

PUBLIC COMMENT

Dr. Ford indicated that the EAC discussed increasing the reimbursement amount for residents participating in the UMTree Grant Program and re-instituting the Arbor Day tree distribution program. It was recommended that the EAC formalize their recommendations for the Board to consider at their January meeting.

ADJOURNMENT

A motion was made by Ms. Nolan and seconded by Mr. Thomas to adjourn the meeting into Executive Session at 9:30 p.m. Motion carried by unanimous vote.

Respectfully submitted,



David R. Nyman
Township Manager

Approved: January 4, 2021