

**Board of Supervisors**

**MINUTES**

**March 26, 2024**

**IN-PERSON MEETING**

**Supervisors Present:** Bill Ryker, Pete Kade, Jim Hopkins, and Lorna Yearwood.

**Also present:** Rich Pursell (Township Manager/Public Works Director), Lisa Gerhart (Secretary), Scott MacNair, Esq. (Township Solicitor) & Michael McDonald (Chief of Police).

Mr. Ryker called the meeting to order at 7 p.m. and opened with the Pledge of Allegiance. Mr. Ryker advised the Board will meet in executive session after this meeting to discuss potential litigation & personnel.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Mr. Steve Doncevic, Pleasant View Road, was following up on the comment made at the last meeting about trucks and speed on Pleasant View by another resident. He asked if the speed limit there can be reduced to 30 m.p.h. Chief McDonald advised he was going to discuss that issue later but with the Chair's permission will discuss it now. Chief advised the P.D. put out radar box three different times on that stretch of road. He found 85% of the traffic was traveling at safe running speeds therefore no adjustment is justified.

**FINANCIAL REPORT**

Mr. Ryker stated the financial report and balances are posted. Motion made by Mr. Hopkins, seconded by Ms. Yearwood and approved 4-0, to approve the financial report as presented.

Fund Balances as of February 29, 2024

General Fund	\$943,501	COVID Relief Fund	\$252,066
- CD General Fund	- \$237,000		
Open Space Fund	\$734,736	Liquid Fuels Fund	\$160,079
- CD Open Space	-\$125,000	- CD Liquid Fuels	- \$125,000
Escrow Fund	\$440,745	Street Light Fund	\$2,834
Capital Reserve Fund	\$479,900	Act 537 Escrow Fund	\$89,774
- CD Capital Reserve	-\$237,000		
Dedicated EMS	\$1,281	Dedicated Fire	\$29,689
General Fund Reserve	\$325,306		

**Payment of Bills**

(February 16, 2024 – March 15, 2024)

General Fund	\$65,731	Open Space Fund	\$0
Capital Reserve Fund	\$0	Liquid Fuels Fund	\$24,628
Escrows	\$5,755	Street Light Fund	\$591
PLGIT Credit Card	\$3,080	Dedicated EMS Fund	\$0
Dedicated Fire Fund	\$0		

Motion made by Mr. Hopkins, seconded by Ms. Yearwood, and approved 4-0, the payment of bills from February 16, 2024 - March 15, 2024.

### APPROVAL OF MINUTES

Motion by Mr. Hopkins, seconded by Mr. Kade and unanimously carried approving the February 27, 2024, minutes as amended. Motion by Mr. Hopkins, seconded by Ms. Yearwood and unanimously carried approving the March 12, 2024 minutes.

### BUSINESS ITEMS

**Request For Fire Police – Haycock Township** – Motion made by Mr. Kade, seconded by Mr. Hopkins and approved 4-0, to authorize the use of Springtown Fire Company Fire Police (Palisades Regional Fire) at the Independence Triathlon scheduled for Sunday May 19, 2024, and the Steelman Triathlon scheduled for Sunday August 4, 2024, at Nockamixon State Park.

**Knecht's Bridge 150<sup>th</sup> Anniversary** – Mr. Jeff Litner, one of the organizers of event, was present to give an update. He explained the event and that Palisades Community Foundation is organizing and the beneficiary of the event as all ticket sales go to their foundation. Further details of traffic control, parking and insurance for the event were discussed.

**Request For Fire Police – Palisades Community Foundation** – Motion made by Mr. Hopkins, seconded by Ms. Yearwood and approved 4-0, to authorize the use of Springtown Fire Company Fire Police (Palisades Regional Fire) at the 150<sup>th</sup> Anniversary of Knecht's Bridge. This event will be held at Knecht's Bridge on Saturday April 20, 2024.

**Appointments to Emergency Management Coordinators** – Mr. Alex Poniktera has been listed as our Emergency Management Coordinator for the last two years. Due to his work schedule, it is hard for him to respond during emergencies. Mr. Tony Maguire reached out to Mr. Pursell and stated that he would be willing to come back as our emergency management coordinator. Mr. Poniktera has agreed to step back and be deputy. Motion made by Mr. Kade, seconded by Mr. Hopkins and approved 4-0, move to appoint Mr. Tony Maguire as the Emergency Management Coordinator and to appoint Mr. Alexander Poniktera as the Emergency Management Deputy Coordinator.

**DCED Map Grant Update** – Mr. Hopkins, gave an update on the process. A member of the DCED staff that represented Bucks County who was helping Samatha McLean (Michael Baker) with the Grant has left his position and gave her an erroneous date for the grant. We were originally told the Grant had to be completed by March 31<sup>st</sup> but instead it was March 8<sup>th</sup>. The next round for the DCED Map Grant will be in the fall with no timeline given yet, but our goal would be to have our section turned into Michael Baker's team by August 1<sup>st</sup> to ensure we will be eligible for the next Grant submission. Mr. Kade asked if we are able to get our money back. Mr. Hopkins advised we are not, as it is already in the works and this was just an update on the timeline.

**Recording of Meetings** – Mr. Pursell stated Ms. Yearwood would like to see the recordings of the meetings placed on the Township website. Mr. Pursell advised if the Board agrees for this to happen, he recommends it take effect once our new website is up and running and once the minutes are approved the recordings should be taken off the website. Also, if full transparency is what the Board is looking for, then all meetings, including the PC, and the ABC's recorded so that the public can listen to them and see what is going on. Chief McDonald commented that sometimes in that instance you have to worry about voice recordings being manipulated. Mr. Hopkins advised that has happened in the past. Solicitor MacNair advised other Townships post recorded videos of meetings on the internet and others don't do anything with recording meetings at all. Agreed to be placed on a future agenda once the new website is up and running.

**Litter Enforcement Corridor Petition** – Ms. Yearwood discussed that on PennDOT roads there is a procedure to get one mile of the road deemed a “litter enforcement corridor.” It was discussed that there is no cost to the Township besides paying for signs. Mr. Kade suggested the EAC handle the application and bring it to the Board of Supervisors once it is ready to be acted on.

**2024 Bucks County DOH Mosquito Control Program** – Mr. Pursell advised this is a yearly program. The Bucks County Health Department is in charge of the program and last few years has had 100% participation of Townships. He advised the EAC wanted their comments attached to the authorization form. Motion made by Ms. Yearwood, seconded by Mr. Kade and approved 4-0, to authorize the Townships participation in the 2024 Bucks County Department of Health Mosquito Control Program and further authorize the Township Manager to provide written approval to the County.

**Computer Updating** - During last year’s budget the Township put aside money for the replacement of workstations in the Capital Reserve. In the Capital Reserve \$10,590.00 was put away for workstations this year. Systems Net has given us a price of \$9,427.82 for the replacement of the above workstations. Mr. James Nilsen, Pleasant View, advised getting back on a staggered replacement schedule for the computers. Motion made by Mr. Hopkins, seconded by Mr. Kade and approved 4-0, to purchase the below workstations at a cost not to exceed \$10,000.00 and authorize the Township Manager to sign all required documents.

**2024 Authorization to Advertise Seal Coat Work** - The Township budgeted \$218,578.00 out of liquid fuels for seal coating in 2024. The cost of this year’s proposed work is anticipated to be around \$203,544.60. This would be 5 miles in total to be seal coated. The roads to be done this year are: Knecht’s Bridge Road, Parkland Road, Wrecksics Road, School Road, Maple Road, Mink Road and Haycock Run Road. Motion made by Mr. Hopkins, seconded by Mr. Kade and approved 4-0, to authorize the advertisement for the 2024 seal coat work.

**Municipal Building Addition/Renovation** – Mr. Hopkins advised there was an updated business proposal with Phillips & Donovan. The renovation would be done in two phases and monthly progress meetings. Ms. Yearwood advised this is a lot of money before the construction would even begin. Mr. Ryker advised there may be more departments that will need space in the Municipal building and this expansion will be helpful. Mr. Kade advised having a service window will be safer for staff. He asked if this went out to bid. Solicitor MacNair advised professional services do not need to go to bid. Mr. Hopkins stated this company handles about 70% of regional municipalities renovations. Motion made by Mr. Kade, seconded by Mr. Hopkins and approved 4-0, to appoint Phillips & Donovan Architects, LLC for the program review, field measurements, schematic design, design development, construction documents and project manual & specifications for the municipal building renovation at a cost not to exceed \$ 46,365.00. Motion made by Ms. Yearwood, seconded by Mr. Hopkins and approved 4-0, to appoint Phillips & Donovan Architects, LLC to proceed with bidding and construction administration services for the municipal building renovation at a cost not to exceed \$ 24,000.00.

**Purchase of New Police Vehicle** – Chief McDonald advised the purchase of this vehicle is in the Capital Reserve for 2025. Due to some issues such as Ford closing fleet orders earlier than expected, a decision has to be made earlier. The board advised since it wasn’t budgeted for this year, they will wait to order the new police vehicle until next year. No motion was made to authorize the purchase of 2024 F-150 out of Police Capital Reserve.

**County Health Services Letter** – Mr. Pursell advised after months of the County trying to reach out to EMC Poniktera with no success, the Township has received the attached letter. Manager Pursell reached out to Gina Miller from the County, and she stated that the major change was that St. Lukes went from approximately 75 call boxes and consolidated to 29 call boxes at St. Lukes request. The other change is if your responding ambulance is at the hospital they may be dispatched to a local call and the ambulance covering our area will be responding instead of the responsible EMS unit. With all that being said, an Ambulance will respond it just might not be the one that covers our area. All Supervisors, who were present, advised they have more questions and would like more information on that topic and perhaps someone from the County can come to a meeting to discuss.

#### **REPORTS / COMMENTS**

**Zoning** – A report was received and is on file.

**Police** – A report was received and is on file. Chief McDonald advised DEA Nation Drug Take back day is April 27, 2024 at the Springfield Township Elementary School from 10 a.m. – 2 p.m. Chief also discussed a new program called Veterans Response Team related to crisis intervention.

**Public Works** – A report was received and is on file. Manager Pursell advised he submitted a grant request for \$250,000 and hopes to hear if it was accepted the end of April.

**Solicitor** – A report was received and is on file. Solicitor MacNair discussed two hearings, Asst. Zoning Officer Gerhart and he, attended - One was regarding 1911 Gallows Hill Road and another was regarding 1617 Rt 309.

**Engineer** – A report was received and is on file.

**Planning Commission** – No report given.

**Parks & Land Preservation Board** – No report given.

**EAC** – No report was given.

#### **CORRESPONDENCE**

Emailed letter from Ms. Lynda Ivory, located on 3095 Trolley Bridge Circle, regarding the intersection of Rt 309 and Hilltop Road. Chief McDonald will respond to her regarding the engineering studies that have been completed and the change in signaling that was recently done.

#### **PUBLIC COMMENT**

None

#### **BOARD MEMBER COMMENTS**

Ms. Yearwood stated she attended the Palisades Regional Fire Rescue meeting and will generate a memo to the board with updates.

Mr. Ryker advised meeting and talking to your neighbors going a long way.

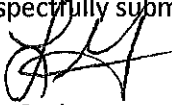
Mr. Hopkins advised they will meet next week to discuss the comprehensive plan and discuss finalizing comments.

**ADJOURNMENT**

Mr. Ryker noted there will be an executive session held after this meeting to discuss litigation matters and personnel.

Motion by Mr. Kade, seconded by Ms. Yearwood, and unanimously carried to adjourn the meeting at 9:15 p.m.

Respectfully submitted,



Lisa Gerhart  
Secretary

