

Board of Supervisors

MINUTES

December 8, 2015

Supervisors Present: Dave Long, John Oehler, Karen Bedics and Robert Zisko

Also present: Michael Brown (Township Manager) and Jason Wager (Secretary/Treasurer)

Chairperson Long called the meeting to order at 7:30 p.m. and opened with the Pledge of Allegiance. The Board held an executive session prior to convening to discuss real estate matters.

Approval of Minutes

Mr. Zisko **moved** to approve the October 27 minutes as presented. Mr. Oehler **seconded**; the motion **passed** unanimously.

Approval of Bills List

Mr. Long **moved** to approve the following bills paid from October 24 to December 4, 2015:

1. General Fund	\$144,725.27	4. Street Light Fund	\$ 606.13
2. Special Fees Fund	\$ 20,020.00	5. Knecht's Bridge Fund	\$ 22.23
3. Open Space	\$296,281.75	6. Subdivision & Escrow	\$ 17,797.41

Mr. Oehler **seconded**; the motion **passed** with Mr. Zisko abstaining for bill paid to tenant on property owned by Mr. Zisko's family.

Public Comment on Non-Agenda Items

There was no public comment on non-agenda items.

Business

2016 Budget Adoption – The Board confirmed there had been no public comment given for the 2016 proposed budget and discussed the off-setting costs to award \$10,000 to Richland Township Fire Company approved by the Board at its previous meeting. Ms. Bedics **moved** to remove the Police traffic counter (\$4,300), Police garage heater (\$3,500) and Open Space referendum (\$3,000) from the 2016 proposed budget to offset the \$10,000 awarded to the Richland Township Fire Company for its fire engine purchase. Mr. Oehler **seconded**; the motion **passed** unanimously.

Mr. Long **moved** to adopt the 2016 General Fund Budget of \$2,177,021, Liquid Fuels Budget of \$284,430 and the Capital Reserve revenue and expense of \$156,000 and \$192,700, respectively. Mr. Zisko **seconded**; the motion **passed** unanimously.

Agreement of Sale for Conservation Easement – Mr. Long moved to adopt **Resolution 2015-16**, approving the agreement of sale for the conservation easement on TMP#42-008-066, committing \$37,050 of Open Space funds to meet the Township’s matching requirement, commit to reasonable closing costs, and authorize any Township Supervisor, the Township Manager or Township Secretary to sign documents as necessary to complete the sale. Mr. Oehler seconded; the motion passed unanimously.

Appraisal authorization – Mr. Oehler moved to authorize an appraisal and survey for Open Space Committee case #2015-505. Mr. Zisko seconded; the motion passed unanimously.

Heritage Conservancy Contract – Ms. Bedics moved to renew the open space consulting services agreement with Heritage Conservancy for 2016 in the amount of \$10,000. Mr. Zisko seconded; the motion passed unanimously.

Keystone Publishers Revised Contract - Mr. Brown gave a synopsis of the codification of the SALDO and Zoning Ordinances previously approved by the Board and completed by Keystone Publishers. The revised contract will encompass all the Township’s ordinances and give credit for work already performed. Mr. Zisko moved to continue the codification of all Township ordinances for a total cost of \$8,875 with a credit of \$3,990 and balance of \$4,885, which will be adopted at a future meeting. Ms. Bedics seconded; the motion passed unanimously.

Disposition of Several Funds – Mr. Brown gave a synopsis on the current state of the Special Fees, Knechts Bridge and Sewer funds, which the staff would like to close. Mr. Zisko moved to transfer all but \$100 from the Special Fees Fund to the Capital Reserve Fund, and further to authorize the transfer of the Knechts Bridge Road balance and Sewer Fund balance to the General Fund and close both bank accounts, and further to authorize the auditor to process the necessary transactions to close the Sewer Fund, and further to authorize the PIB Loan bank account to be closed. Mr. Long seconded; the motion passed unanimously.

Architect for Admin Interior Renovation – The Board reviewed two quotes provided by architects, Charles Klein (\$1,750) and Joseph McKernan Architects (\$2,000), for the interior renovation of the administration area of the building. Ms. Bedics moved to select Charles Klein at a cost not to exceed \$1750, to create permit drawings for interior renovations to the municipal building. Mr. Zisko seconded; the motion passed unanimously.

Robert Bell, 3465 School Road, reminded the Board that the Township paid approximately \$12,000 to \$14,000 for previous renovation design and that the Township should get something for it this time.

Fee Schedule – The Board decided to discuss this item at a future meeting.

Public Comment

There was no public comment.

Supervisor Comments

The Board directed the Township Manager to draft a letter to the Bucks County Commissioners asking the status of the engineering estimates for the proposed rail to trail going through the Township.

Police Officer Swearing In Ceremony – Officer Arnold T. Melton was sworn in by Judge Gary Gambardella to begin duty on January 1, 2016.

Adjournment

At 8:48 p.m., Mr. Oehler **moved** to adjourn the meeting. Mr. Zisko **seconded**; the motion **passed** unanimously.

Respectfully submitted,

A handwritten signature in blue ink that reads "A. A. Wager". The signature is written in a cursive style with a horizontal line at the end.

Jason A. Wager
Township Secretary/Treasurer

Next meeting: January 4, 2016
Approved: January 26, 2016