

**Board of Supervisors**

**MINUTES**

**September 27, 2016**

**Supervisors Present:** Karen Bedics, David Long, Rob Zisko, John Oehler and Volker Oakey

**Also present:** Michael Brown (Township Manager), Debbie Godshall (Treasurer) and Scott MacNair, Solicitor.

Chairperson Long called the meeting to order at 7:30 p.m. and opened with the Pledge of Allegiance. Mr. Long announced the Board met in executive session for personnel and real estate matters before the meeting.

**Approval of Minutes**

Motion by Ms. Bedics, seconded by Mr. Oakey, to approve the August 23<sup>rd</sup> minutes. All in favor Motion carries.

**Bills for August 24<sup>th</sup> to September 22<sup>nd</sup>**

General Fund	\$49,959.65	Open Space	\$2,310.98
Street Lights	\$561.24	Subdiv & Escrow	\$1908.43
Liquid Fuels	\$69,405.19		

Motion by Mr. Oehler, seconded by Mr. Oakey, to approve the bills list. All in favor. Motion carries.

**Public Comment**

Dave Nyman, BCATO Executive Committee, thanked the Board for its support to the state legislature in revamping the tax code to allow real estate transfer tax exemptions for conservation easements. He also thanked the Board for its support of BCATO's initiative to reform the Sterling Act.

**Reports**

**Road Department**—For the period of August 12<sup>th</sup> to September 8<sup>th</sup> the Road Crew performed 464 hours road maintenance, 45 equipment maintenance, 28 hours building maintenance, 3 hours sign maintenance, 85 hours of mowing, 2 hours of park maintenance and 16 hours of admin work. The department provided road closure support for its contractor to remove 11 dead trees that were posing potential hazards.

**Police Department**—Deferred until the next meeting.

**Zoning**—Mr. Brown reported 7 U&O inspections for the month, and referred the Board to the violations report included in the meeting packet.

**Business**

**Appoint of Admin Assistant/Permits Coordinator**—Mr. Long announced Debra Raio had been selected after a candidate search and Board interviews. Motion by Mr. Oehler, seconded by Ms. Bedics, to appoint Ms. Raio as admin assistant and permits coordinator retroactive to September 19<sup>th</sup>. All in favor. Motion carries.

**Heritage Conservancy Consulting Contract**—Heritage was represented by Kris Kerns and Laura Baird. The Conservancy currently supplies consulting, grant writing and application support to the Township for preservation projects. The Conservancy has helped bring in over \$8M in grant funding to the Township since it started assisting. The current consulting contract pays the Conservancy \$10,000/year. This amount does

not cover all the Conservancy's time and it's now asking to amend the 2016 contract to allow time and materials billing rather than a flat rate. The Open Space Committee reviewed the proposal and recommended approval at its September meeting.

Motion by John Oehler, seconded by Karen Bedics, to approve a revision to the contract to permit time and materials billing for current OSC projects #2014-510 and 2015-501 and any subsequent applications in an amount not to exceed \$10,000, and for a total contract price not to exceed \$20,000, for 2016. All in favor. Motion carries.

**Monitoring well waiver for Cook's Creek development**—The applicant was represented by Eric Schrock. The Cook's Creek development was approved at a time when the Township's Subdivision and Land Development Ordinance required monitoring wells. Subsequent to the approval the Township amended the ordinance to remove the requirement. The applicant requested the Board rescind the requirement for its development.

Motion by Dave Long, seconded by John Oehler, to approve the applicant's request dated September 20, 2016 and amend the plan to approval to rescind the requirement for a ground water monitoring well. All in favor. Motion carries.

**Ordinance 184; restricting truck traffic on Woodcock Lane**—Mr. Long opened the hearing. Scott MacNair reviewed the publication and advertising actions taken, and explained the purpose of the ordinance was to restrict trucks and combinations greater than 22' feet in length per the findings of the Township Engineer's road study. There was no public comment. Mr. Long closed the hearing.

Motion by John Oehler, seconded by Karen Bedics, to adopt Ordinance 184 prohibiting vehicles and combinations greater than 22' in length on Woodcock Lane. All in favor. Motion carries.

**Potential Zoning Ordinance revisions**—The Board reviewed the source water protection regulations and endorsed the idea of including the Coopersburg Municipal Authority's well heads in the well head protection buffer zone. The Board did not endorse the idea of offering to create a source water protection area if Coopersburg undertook a hydro study to support the regulation.

The Board discussed the Planning Commission's proposed regulations for home based businesses (version 5, 9/16/2016) and directed the Township Solicitor to provide samples from similar municipalities in the Upper Bucks region. The Board wants to consider the level of intensity allowable for home based businesses.

**Pension Minimum Municipal Obligations**—The Board asked for a complete description of how MMO's are computed for its next meeting. Motion by Ms. Bedics, seconded by Mr. Oakey, to certify the Police Pension MMO in the amount of \$104,337 and the NonUniformed Pension MMO in the amount of \$67,219. All in favor. Motion carries.

**Peppermint Park bench purchase**—The Board considered the quote from George Ely Associates for a park bench. The Park and Rec Board recommended purchasing one bench to see how it weathers. Motion by Dave Long, seconded by Karen Bedics, to accept the quote from George Ely associates in the amount of \$1617, and further to approve replacement of dead vegetation in the buffer area in an amount not to exceed \$2000. In favor—Bedics, Long, Oakey, Oehler. Opposed—Zisko. Motion carries.

**Subdivision extension requests**—Two subdivisions, Soltek Equities (TMP 42-21-119) and Rolling Hills (42-12-105) requested extensions of time to build the public improvements associated with their developments. The Board noted the Rolling Hills request arrived a month after the official expiration in July. The Board discussed the merits of not extending the Rolling Hills agreement and simply installing the improvements against the line of credit provided.

Motion by Rob Zisko, seconded by John Oehler, to extend the Soltek Equities development agreement to December 31, 2017. All in favor. Motion carries.

Motion by Karen Bedics, seconded by John Oehler to extend the Rolling Hills development agreement to July 29, 2017, under the condition the applicant shall, within 30 days, provide an updated opinion of probable cost to the Township Engineer for review; and, if necessary, provide a line of credit sufficient to secure the improvements based on the review. All in favor. Motion carries.

**2017 Budget, revenue projections**—Mr. Brown reviewed the Township’s 2016 revenue performance and 2017 projections. The 2016 revenue forecast is to end the year at \$2,207,750 or 5.3% above expectations. Mr. Brown presented a range of possible outcomes in 2017 for Earned Income Tax, Real Estate Tax, Real Estate Transfer Tax, Permits and Insurance Rebates. Cable Franchise Fees, Local Services Tax and Pension Aid all have a single probable outcome. The Board chose the following estimates for the General Fund:

- \$802,000 for EIT
- \$114,000 for RTT
- \$952,000 for RET (based on 12 mills and \$11,000 delinquent collections)
- \$65,000 for CFF
- \$46,000 for LST
- \$55,000 for Pension Aid
- \$64,000 for Permits
- A mid/low estimate of insurance rebates for \$31,000
- Miscellaneous revenue and pass-through grants for \$73,000
- Total of \$2,202,000 or .27 % below 2016

PennDot has provided the estimate for Liquid Fuels fund at \$276,000, \$6500 more than 2016.

Meeting adjourned at 9:28 pm.

Respectfully submitted,

Michael J. Brown  
Township Manager

Approved: