

TOWNSHIP OF LOWER MAKEFIELD
BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING
MINUTES – JANUARY 5, 2015

The Organizational Meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on January 5, 2015. Mr. Dobson called the meeting to order at 7:30 p.m.

Those present:

Board of Supervisors: Kristin Tyler, Chair
Dan McLaughlin Vice Chair
Dobby Dobson, Secretary/Treasurer
Jeff Benedetto, Supervisor (joined meeting in progress)

Others: Terry Fedorchak, Township Manager
Jeffrey Garton, Township Solicitor
Mark Eisold, Township Engineer

Absent: Kenneth Coluzzi, Chief of Police

ROLL CALL

Mr. Dobson called the Roll: Kristin Tyler, present; Dan McLaughlin, present; Jeff Benedetto, not present; Dobby Dobson, present; Pete Stainthorpe, not present.

Mr. Benedetto joined the meeting at this time.

Mr. Dobson asked for a moment of silence in memory of Pete Stainthorpe adding that he was a leader in the Township and a mentor to many.

PUBLIC COMMENT

There was no public comment at this time.

ELECTION OF CHAIRMAN OF THE BOARD OF SUPERVISORS FOR 2015

The meeting was turned over to Mr. Garton who as Chairman Pro-tem called for nominations for Chair person of the Board of Supervisors for 2015.

Mr. Dobson nominated Kristin Tyler as Chair person, and Mr. McLaughlin seconded. There were no further nominations. Unanimously carried.

REMARKS BY THE NEW CHAIR PERSON

Ms. Tyler stated with the glaring exception of the unexpected loss of fellow Supervisor, Pete Stainthorpe, 2014 was an excellent year for Lower Makefield Township. She stated there was a continued commitment to responsible government, financial stability, and a remarkable quality of life. She stated in the year to come, we renew this commitment. She stated “we” includes her colleagues on the Board, Dobby Dobson, Dan McLaughlin, Jeff Benedetto, and that late Pete Stainthorpe. She stated she includes our steadfast Township Manager, our valiant Police Chief, Ken Coluzzi; and “we” includes the entire Police Department for whom we are grateful and proud of each and every day. She stated “we” includes our Fire Department and Rescue Squad who quietly serve us in moments of need. She stated “we” includes our Public Works and Park & Recreation Department, and our front office staff who know how she feels about them. Ms. Tyler stated the staff is supported by accomplished professionals including Solicitor, Jeff Garton, of Begley, Carlin and Township engineer, Mark Eisold, of Boucher & James. Ms. Tyler stated she works closely with both Mr. Garton and Mr. Eisold, and she is confident and grateful for their abilities and commitment to the Township. Ms. Tyler stated “we” includes Janel Kieslich, our Recording Secretary, who has attended more Board of Supervisors’ meetings than any other resident she knows. Ms. Tyler stated “we” includes the many Boards and Commissions including the Citizens Budget Committee, Citizens Traffic Commission, Disabled Persons Advisory Council, Economic Development Council, Electrical Reliability Committee, Electronic Media Advisory Council, Environmental Advisory Council, Farmland Preservation, Golf Committee, Historical Architectural Review Board, Historical Commission, Parks & Recreation Board, Planning Commission, Lower Makefield Seniors, Sewer Authority, Veterans Committee, and the Zoning Hearing Board. She stated these Committees are comprised of committed resident volunteers and are vital to the quality of life in Lower Makefield. Ms. Tyler stated we are a team of employees and residents who devote time, effort, and skill to insure that Lower Makefield continues to be a community where families are proud and able to live.

Ms. Tyler stated the Board will continue super funding road repairs, and in 2015 have committed more than \$800,000; and will continue to increase our road funding in the years to come. She stated the Board will continue their commitment to the preservation of open space. They are deep in the process of locking down Patterson Farm for permanent preservation. Patterson Farm is a defining property in Lower Makefield and will be preserved in perpetuity. She stated this evening she anticipates the approval of the acquisition of an additional four acres of open space on Knoll Drive underscoring their continuing commitment to the preservation of open space.

Ms. Tyler stated residents should expect to see upgrades on the communication and interaction with residents enhancing the Township Website and Television Channel and reviving the Community Newsletter. Ms. Tyler stated they are reorganizing the Zoning Department to assure a helpful office staff for residents' Permitting and Zoning needs. They will continue to promote the general health, safety, and welfare of the citizens of Lower Makefield Township.

Ms. Tyler stated the Park & Recreation Department has experienced growth not seen for decades. The all-inclusive playground at Memorial Park has just been opened, and the new baseball fields will be dedicated this spring. Ms. Tyler stated they will be continuing the improvements of the operation, aesthetics, and experience at the Township Pool, known as "The Pool." Ms. Tyler stated this year they will be breaking ground on a new Community Center which will be a gathering place for residents and Senior Citizens, and it will be the heart of our community. She stated the project will go to bid this winter.

Ms. Tyler stated the Board will continue to pressure PECO for reliable electrical service with high hopes that PECO's infrastructure upgrade plan has a significant impact on those neighborhoods that experience recurrent outages. The upgrades should be completed by June.

Ms. Tyler stated they will continue their efforts to establish Quiet Zones at the railroad crossings in the Township to combat the increased noise produced by increased traffic on the rail lines.

Ms. Tyler stated they will continue their determination to hold the line on taxes, preserve open space, superfund the road resurfacing program, enhance communication with residents, and enrich our Park & Recreation facilities throughout the coming year.

Ms. Tyler thanked all who help make Lower Makefield the place they are proud to call home, and she thanked the Board for their confidence in entrusting her with the position of Chairman of the Board.

ELECTION OF OTHER OFFICERS

Ms. Tyler called for nominations for Vice Chairman. Mr. Dobson moved and Mr. Benedetto seconded the nomination of Dan McLaughlin as Vice Chairman for 2015. Motion carried unanimously.

Ms. Tyler called for nominations for Secretary of the Board of Supervisors. Mr. McLaughlin nominated Dobby Dobson as Secretary and Ms. Tyler seconded. Motion carried unanimously.

Ms. Tyler called for nominations for Treasurer of the Board of Supervisors. Mr. McLaughlin nominated Dobby Dobson as Treasurer and Ms. Tyler seconded. Motion carried unanimously.

Ms. Tyler called for nominations for Assistant Secretary/Treasurer for 2015. Mr. Dobson nominated Terry Fedorchak as Assistant Secretary/Treasurer for 2015. Mr. Benedetto seconded but asked if this is a newly-created position as he did not recall seeing it before; however, it was noted this is not a new position. Motion carried unanimously.

APPOINT CHAIRMAN OF THE VACANCY BOARD

Mr. McLaughlin moved and Mr. Dobson seconded the nomination of Tim Malloy as Chairman of the Vacancy Board.

Mr. Malloy thanked the Board for their consideration adding if called upon this year he will perform his duties ethically and professionally. He stated he was Vacancy Board Chairman in 2013 by a four to one vote; and at that time Mr. Benedetto had opposed his appointment because he was a member of the Republican Committee and felt the Vacancy Board position should be non-partisan. Mr. Malloy stated he is not currently a member of the Republican Committee. He also noted that he has a very good relationship with the Board, the Township Manager, and the Board of Auditors; and he would seek the vote of all the Supervisors.

Motion carried unanimously.

APPOINTMENT OF TOWNSHIP SOLICITOR FOR 2015

Ms. Tyler stated they are considering the appointment of Begley Carlin as Township Solicitor for 2015. She stated she has had the opportunity to work with Mr. Garton for the last two and a half to three years. She stated she is also an attorney, and holds the Township attorney to a very high bar; and she is pleased that Mr. Garton represents the Township and does so in an excellent manner always giving good advice.

Mr. Dobson moved and Mr. McLaughlin seconded the appointment of Begley, Carlin & Mandio as Township Solicitor for 2015.

Mr. Benedetto asked if there is a rate increase this year, and Mr. Garton stated there is not. Mr. Benedetto asked if the rate charged Lower Makefield is the same rate they charge Newtown Township, and Mr. Garton stated the rates are slightly different. He stated it is less in Newtown because he started there before he came back to Lower Makefield, but the rate in Lower Makefield is less than what is paid by Doylestown Township.

Mr. Benedetto stated in the last three years and moving forward he believes that the Township is very fortunate to have Mr. Garton who he believes is a real asset to the Township and has a great knowledge base for Lower Makefield, and he is proud to support him as continuing to be the Township solicitor. He thanked Mr. Garton for his devotion to the job.

Motion carried unanimously.

APPOINTMENT OF TOWNSHIP ENGINEERS

Mr. McLaughlin moved and Mr. Dobson seconded to appoint Boucher & James as Township Engineer.

Mr. Benedetto stated he and Mr. Eisold have had disagreements on certain issues, but he feels he did a fantastic job on the all-inclusive playground and the road resurfacing and Road Tour. He stated while he has not supported Mr. Eisold in the past, he indicated to Mr. Eisold after the Road Tour that he was going to support him because he was that impressed; and he looks forward to working with Mr. Eisold in 2015.

Mr. Zachary Rubin asked if the rates will be the same for the three engineers listed as they were last year. Ms. Tyler stated with respect to Boucher & James, the rates remain the same.

Motion carried unanimously.

Mr. Dobson moved and Mr. McLaughlin second to appoint Tri-State Engineers & Land Surveyors as Sewer Engineer.

Mr. Fedorchak stated with regard to rates, they are proposing approximately a 2% increase over 2014 rates. Mr. Benedetto stated when the Board interviewed them in 2012, they were the least expensive, and he feels their rates are competitive.

Motion carried unanimously.

Mr. McLaughlin moved and Mr. Benedetto seconded the appointment of Gilmore & Associates as Traffic Engineer.

Mr. Fedorchak stated they are proposing a 5.9% rate increase.

Mr. Benedetto stated there are some traffic issues in the Township that need a professional's attention, one of which is the Oxford Valley Road intersection; and he would like to see Amy Kaminsky come back for continuity and because they are a local firm.

Ms. Tyler asked how much the Township paid Gilmore last year, and Mr. Fedorchak stated he feels it was less than \$25,000. It was noted that Ms. Kaminsky's rate is \$115 an hour with the increase. Mr. Dobson stated he feels this is a reasonable number. Mr. Benedetto stated Ms. Kaminsky has a wealth of knowledge about the Township, and he feels Gilmore could be utilized a little more because there are some traffic issues.

Mr. Rubin stated the Consumer Price Index inflation rate is less than 2%, and he would suggest that the Board Amend the Motion and give a cost of living adjustment of 2% and not 5.9%. He stated giving a 5.9% increase would create a precedent so that professional services will come in with low bids to get the work, and then "jack up" their prices later. He also stated the Township did not give their employees a 5.9% increase.

Mr. McLaughlin asked if there was an increase in their rates last year, and Mr. Fedorchak stated he does not believe there was one although he was not certain. Ms. Tyler stated she agrees that 5.9% is somewhat high.

Mr. McLaughlin moved, Mr. Benedetto seconded and it was unanimously carried to amend the Motion to appoint Gilmore & Associates subject to a 2% increase.

Mr. Dobson moved, Mr. McLaughlin seconded and it was unanimously carried to appoint the following professional service providers:

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| Pension Actuaries | Beyer-Barber Company |
| Banking | First Federal Bank |
| Public Official Bonding | Vaughan Insurance Managers |
| Hospitalization Broker | WRG Consulting |
| Hospitalization Insurer | Independence Blue Cross |

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|---------------------------------------|------------------------------------|
| Health Care Claims Administrator | Health Now (Benefits Concepts Inc) |
| Dental, Prescription, Hospitalization | Choice Strategies |
| General Property, Liability, | Delaware Valley Insurance Trust |
| Workman’s Comp | |
| Bond Finance Consultants | Public Financial Management Corp. |
| Life/Disability Insurance Broker | Model Consulting Group |
| Life/Disability Insurer | Standard Insurance. |

DISCUSSION AND ADOPTION OF RESOLUTION NO. 2291 AUTHORIZING ACQUISITION OF PROPERTY I/N/O RUDDY

Mr. Fedorchak stated in early December he was approached by Don Ruddy who lives in Willow Grove with his wife, Eleanor. Mr. Fedorchak stated in approximately 2000 they purchased a four acre tract of land in the area of Knoll Drive. Mr. Fedorchak showed the property on a map. He stated the tract is next to an eight acre tract that the Township owns referred to as the Wilshire Tract.

Mr. Fedorchak stated when Mr. Ruddy purchased the tract in 2000, he was contemplating developing it to get possibly two to three lots; however at this point in time he felt that the best course of action would be to get the Township involved and to donate the land to Lower Makefield asking only for the Township to pick up the closing/settlement costs involved. The one caveat Mr. Ruddy had was that this deal had to be consummated by the end of the year. Mr. Fedorchak stated they were able to do this, and the property is now owned by Lower Makefield Township; and the Township’s total expenses were approximately \$900.

Mr. Benedetto asked how this deal could be consummated without the Board signing off on it. Mr. Garton stated Mr. Fedorchak had indicated that this was discussed by the Board at a meeting in early December, and they are now just asking for ratification. Mr. Fedorchak stated they did not have any other meetings for the rest of the year.

Mr. Benedetto asked if this was on any of the lists or properties that the EAC or Mr. Bray had identified in the Township, and Mr. Fedorchak stated he would have to check on this. Mr. Benedetto stated he does not recall that it was on the list. Mr. Fedorchak stated he just received a phone call from Mr. Ruddy about this.

Mr. Rubin asked if this is in Sandy Run II abutting Yardley Borough, and Mr. Fedorchak agreed. Mr. Fedorchak stated there is also a substantial amount of open space due south of the tract which is part of the Sandy Run Development. Mr. Rubin asked if there is any public access to this open space, and Mr. Fedorchak stated that there is off of Knoll Drive.

Mr. Fedorchak stated Mr. Ruddy informed him that there may be a few survey markers going back to William Penn's days that are located on the property, so at some point they will have to go out and look into this.

Mr. Dobson moved, Mr. McLaughlin seconded and it was unanimously carried to adopt Resolution No. 2291.

Ms. Tyler thanked Mr. and Mrs. Ruddy for this contribution to the Township adding the Township is appreciative of acquiring this additional open space.

APPROVAL OF EXTENSION REQUESTS FOR ST. IGNATIUS, PETERS, AND DOGWOOD

Mr. McLaughlin moved, Mr. Dobson seconded and it was unanimously carried to approve the following Extension requests:

St. Ignatius to March 1, 2015
Peters to May 10, 2015
Dogwood to June 31, 2015

APPOINT DELEGATE AND ALTERNATE DELEGATE TO THE ANNUAL CONVENTION OF PENNSYLVANIA TOWNSHIP SUPERVISORS TO BE HELD APRIL 19, 2015 AT THE HERSHEY LODGE

Mr. Dobson moved, and Mr. McLaughlin seconded that Kristin Tyler be appointed as Delegate and Dan McLaughlin as Alternate Delegate.

Mr. Benedetto noted that any Supervisor can attend. Mr. Garton stated there is only one voting Delegate.

Motion carried unanimously.

ANNOUNCEMENT OF SUPERVISOR LIAISON ASSIGNMENTS FOR 2015

Ms. Tyler stated there is an unknown factor with the passing of Pete Stainthorpe, and they are now tasked with filling that vacancy. She stated the interviews will be conducted on Wednesday, and she has done her best to give the intended Appointee appropriate Liaison assignments.

Ms. Tyler announced the Liaison Assignments as follows:

Dan McLaughlin – Sewer Authority, Disabled Persons, Historic Commission,
Emergency Management

Jeff Benedetto - Zoning Hearing Board, Farmland Preservation, HARB, EAC

Dobby Dobson - Planning Commission, Park and Recreation, Citizens Traffic

Kristin Tyler - Seniors, Electrical Reliability, Budget Committee

Appointee - Electronic Media, Economic Development, Golf Committee,
Veterans Committee

MOTION REGARDING MEETING TO INTERVIEW CANDIDATES

Mr. Benedetto stated he saw that there were two individuals who applied after the deadline, and he asked if they will be included; and it was noted they will.

Mr. Benedetto stated there will therefore be eleven, twenty-minute interviews on Wednesday. Mr. Dobson stated more than likely they will not make the appointment that evening, and they will have to call another Special Meeting which will be Wednesday, January 14 to announce the Appointee.

Mr. Benedetto asked if the meeting on Wednesday, January 7 will be televised, and it was agreed that it should be televised.

Mr. McLaughlin moved, Mr. Dobson seconded and it was unanimously carried to televise the meeting on Wednesday, January 7 at 6:00 p.m. for the interviews of potential candidates for Supervisor position and include the two candidates who applied after the deadline.

Mr. Fedorchak stated the order the Board will be interviewing the candidates will be the order in which the Township received their applications.

ESTABLISH AMOUNT OF THE TREASURER'S BOND AT \$2,000,000

Mr. McLaughlin moved, Mr. Dobson seconded and it was unanimously carried to establish the amount of the Treasurer's Bond at \$2,000,000.

January 5, 2015

Board of Supervisors – page 10 of 10

ESTABLISH THE AMOUNT OF THE ASSISTANT TREASURER'S BOND AT \$2,000,000

Mr. Dobson moved, Mr. McLaughlin seconded and it was unanimously carried to establish the amount of the Assistant Treasurer's Bond at \$2,000,000.

There being no further business, Mr. Benedetto moved, Mr. McLaughlin seconded and it was unanimously carried to adjourn the meeting at 8:05 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Dobby Dobson".

Dobby Dobson, Secretary