

**BOARD OF SUPERVISORS
MEETING MINUTES
November 1, 2021**

A Work Session Meeting of the New Britain Township Board of Supervisors was held on Monday, November 1, 2021, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 9:00 a.m. Present were Supervisors: Chair Gregory T. Hood, Vice-Chair Helen B. Haun, Members William B. Jones, III, Cynthia M. Jones, and MaryBeth McCabe, Esq. Also present were Township Manager Matt West, Assistant Manager Michael Walsh, Police Chief Richard Clowser, Public Works Superintendent, Ryan Cressman, Finance Director, John Bates, Code Officer, Randal Teschner, Parks & Recreation Coordinator, Chelle Clancy, Township Engineer Craig Kennard, P.E., and Township Solicitor Peter Nelson, Esq.

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1. **Call to Order:** Mr. Hood called the meeting to order.
2. **Pledge of Allegiance:** Mr. Hood led the Board and audience in the Pledge of Allegiance.
3. **Chair Comments:** Mr. Hood announced the Board would be meeting in Executive Session following the meeting to discuss personnel issues.
4. **Subdivision/Land Development Projects:** (Information only. Possible action to be taken by the Board at the next Business meeting.)

- A. **4355 County Line Road Sketch Plan:** Appearing on behalf of the applicant was Chris DelPlato from Penn's Grant Corporation and the applicant Robert Byers. The applicant was looking to gauge the Boards interest in the proposed sketch plan. The Board discussed the plan with the applicant and the Township's professionals.

Mr. Kennard advised the applicant to submit for a formal sketch plan review by Gilmore to receive additional feedback. The applicant agreed to proceed with a formal submission for review.

5. **Zoning Hearing Board Applications:** Mr. West stated the Township had received an application from the Chalfont New Britain Joint Sewer Authority for the December 16th Zoning Hearing Board meeting.
6. **Presentation Items:** (Information only. Possible action to be taken by the Board at the next Business meeting.)

- A. **2020 Audit:** Mr. West stated at the request of the Board of Supervisors he had requested the Township's Auditor present the completed 2020 Audit to the Board of Supervisors.

Ms. Karin Honeybone of Dunlap SLK presented the 2020 Audit. She stated the Township's audit was GASB compliant and there were no findings. Ms. Honeybone stated the Township was in great financial standing across all funds and the Township's pensions. The Board thanked Ms. Honeybone for her presentation.

- B. **Preliminary 2022 Budget:** Mr. West presented the Board with the highlights of the Preliminary 2022 Budget. He stated the budget was balanced, contained no tax increase, and included all departmental requests previously discussed with the Board. Mr. West

stated he would be asking the Board to authorize the advertisement of the Preliminary 2022 Budget at the November 15th Business Meeting. He stated the document would be available for public review following the Board's authorization to advertise.

Ms. Deborah Rendon of Keller Road commented on the budget presentation touching on topics such as the number of employees, open space, and the use of new technology.

7. Information Items:

A. Departmental Reports:

- i. **Administration:** Mr. West stated the Board would be seeing a resolution at the November 15th Business Meeting for Ida storm damage. He stated the resolution is a requirement to receive FEMA/PEMA assistance for the damage sustained in New Britain Township on public infrastructure from Ida.

- 1. **Reallocate 2021 PD Funds:** Mr. West stated Chief Clowser had identified \$9,000.00 in unobligated funds within the police budget and was requesting those funds be reallocated to cover the purchase of an all-terrain power bike and standardization of uniforms.

Chief Clowser stated the all-terrain power bike would be a useful tool to get officers out in the community and the additional funds for uniforms would help with ensuring officers were dressed uniformly and had the equipment needed. He stated these items would be up for Board approval at the November 15th Business Meeting.

- ii. **Police:** Chief Clowser informed the Board the police department had received 47 applications for the vacant police officer position and interviews would be conducted in November.

Chief Clowser stated he would be seeking the Boards authorization to sign a contract for the CODY records management system. He stated the current system was set to become obsolete and the current system did not provide the features needed in modern law enforcement. Chief Clowser stated he was working on an Intermunicipal Agreement with Hatfield Township for Police Services along our shared borders. Chief Clowser stated both items would be on the November 15th Business Meeting for the Board's approval.

Chief Clowser stated the department would be participating in two community events in November, Coffee with a Cop and No-Shave November.

- iii. **Public Works:** Mr. Cressman stated the department was still cleaning up from Tropical Storm Ida, dead or dying ash trees were removed from North Branch Park and updated to the Board of the department's other activities. He stated the department was looking to begin the preparation of the Township's fleet for the winter.

B. Solicitor's Report: There was no Solicitor Report at this time.

C. Engineer's Report: Mr. Kennard stated Wawa was making their final push to complete their land development project and open their new location.

- D. Board Comments:** Mrs. Haun asked if the owner of the old Wawa building had submitted any plans to the Township. Mr. West stated none have been received by Township staff.

Ms. McCabe stated she had heard from a resident on Creek Road about the continued use of fireworks. She stated the rest of the Board also received the same email. Ms. McCabe stated the Board had previously sent a letter to the Township's State Representatives to address the issue created by changes in state law. Mrs. Haun and the rest of the Board agreed the fireworks were an issue. The Board discussed the matter with no decisions or action being made at this time.

Mr. Hood thanked the police department for attending the Butler Elementary School Halloween Para

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8. Committee Reports:

Mr. Hood left the meeting at this time. Mrs. Haun, the Vice-Chair, took over running the meeting.

- A. Parks & Recreation Committee:** Mr. West stated the Public Works department had removed the old play structure from North Branch Park removing a liability concern for the Township. Ms. McCabe asked if there was a plan to replace the structure. Mr. West stated staff had created a plan to purchase the new structure with 2021 budgeted funds and use funds in the 2022 budget to pay for the installation of the structure.

Mrs. Jones stated the area tended to be wet and asked if the site would be prepped and the structure installed in a manner to address the issue. Mr. West stated staff would monitor the issue to make sure it was addressed.

Mrs. Clancy presented the Board with an update of the Parks & Recreation Committee's activities. She stated plans were on track for the annual Santa House event held by the Township.

Mr. West stated the Board was provided with a report from the Parks & Recreation Committee for their reference and the report would be included in the Business Meeting packet on November 15, 2021.

- 9. Public Comment:** There was no Public Comment at this time.

- 10. Announcements:** Mrs. Haun announced the next Board of Supervisors meeting would be held on November 15, 2021, at 7:00 p.m.

- 11. Adjournment:**

MOTION: There being no further business or comment, a motion was made by Mr. Jones, seconded by Mrs. Jones, and unanimously carried, to adjourn the meeting at 11:20 a.m.


~~NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS~~

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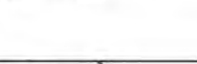
Gregory T. Hood, Chair




Helen B. Haun, Vice Chair




William B. Jones, III, Member



Cynthia Jones, Member



MaryBeth McCabe, Esq., Member

Attest: 

Matt West
Secretary/Township Manager