

**BOARD OF SUPERVISORS
MEETING MINUTES
January 6, 2020**

A Re-Organization and Regular Meeting of the New Britain Township Board of Supervisors was held on Monday, January 6, 2020, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: William B. Jones, III, Helen B. Haun, Gregory T. Hood, Cynthia M. Jones, and MaryBeth McCabe, Esq. Also present were Township Manager Eileen M. Bradley, Township Solicitor H. Peter Nelson, Esq., and Township Engineer Craig Kennard, P.E.

I. Reorganization

1. **Pledge of Allegiance:** Mr. Jones led the Board and audience in the Pledge of Allegiance.

2. **Appointment of Temporary Chair:**

MOTION: A motion was made by Mr. Hood, seconded by Mrs. Jones, and unanimously carried, to nominate William B. Jones, III as Temporary Chair.

3. **Swearing in of Elected Officials:** The Honorable Regina Armitage swore in Ms. MaryBeth McCabe, Esq. as New Britain Township Supervisor and Brian P. Dutill as Township Auditor.

4. **Nomination(s) for Permanent Appointment of Chair**

MOTION: Upon nomination by Mr. Hood, seconded by Mrs. Haun, Mr. Jones was nominated as the Permanent Chair. No other nominations were presented.

5. **Appointment of Permanent Chair, Vice-Chair:**

MOTION: Upon motion by Mrs. Haun, seconded by Mrs. Jones, the Board unanimously appointed Mr. Jones as Chair.

MOTION: Upon nomination by Mr. Hood, seconded by Mr. Jones, Mrs. Haun was nominated as Vice-Chair. No other nominations were presented.

MOTION: Upon motion by Mr. Hood, seconded by Mrs. Jones, the Board unanimously appointed Mrs. Haun as Vice-Chair.

6. **Approval of Resolution #2020-1: Appointments, Reappointments, and Modifications of Appointments, effective January 2, 2020:** Mr. Jones asked if there were any changes to proposed Resolution #2020-01. Ms. McCabe stated that she had a modification to the resolution.

MOTION: Ms. McCabe motioned that the Board adopt Resolution #2020-01, setting various Committee and Board appointments effective January 2, 2020, with the modification that Scott Fischer be appointed as a full member of the Zoning Hearing Board and A. James Scanzillo be appointed as alternate of the Zoning Hearing Board. The motion died for lack of a second.

MOTION: Upon motion by Mrs. Haun, seconded by Mrs. Jones, and carried 4-1 (Ms. McCabe opposed), the Board adopted Resolution #2020-01, setting various Committee and Board

appointments effective January 2, 2020; and authorizing all Supervisors and key staff members to attend the PSATS and BCATO annual conventions with all expenses paid thereto.

7. Approval of 2020 Meeting Dates:

MOTION: Upon motion by Ms. McCabe, seconded by Mr. Hood, and unanimously carried, the Board approved the Meeting Schedule for 2020.

II. Public Meeting Agenda

1. Call to Order: Mr. Jones called the Meeting to order.

2. Board Seating:

3. Announcements: Mr. Jones announced that the Board had met in Executive Session prior to this Meeting to discuss personnel issues, land acquisition and litigation.

4. Public Comment on Non-Agenda Items: There was no Public Comment at this time.

5. Approval of Minutes:

5.1. Minutes of Meeting of December 2, 2019:

MOTION: A motion was made by Mr. Hood, seconded by Mrs. Jones and unanimously approved to accept the December 2, 2019 Minutes as written.

6. Departmental Reports:

6.1. Code Department Report for November 2019: Ms. Bradley presented the Code Department Report for November 2019.

6.2. Police Department Report for October & November 2019: Chief Scafidi presented the Police Department Report for October & November 2019.

6.3. Public Works Department Report for November 2019: Ms. Bradley presented the Public Works Department Report for November 2019.

Mr. Hood asked when the Upper State Road utility cut near Detweiler Road would be fixed. Ms. Bradley stated that the staff was aware of the issue and was working to have Upper State Road repaired by the contractor.

Mr. Jones asked about the status of the Walters Road Culvert. Ms. Bradley stated that the installation of the culvert was set to occur in the next two weeks. She stated that the Neshaminy Greenway Trail Project was set to begin in 2020.

7. Consideration of Old Business:

7.1. Colebrook Dedication and Maintenance Period: Mr. Nelson stated that WB Homes was seeking dedication of the Colebrook development and to begin their 18-month maintenance period. He stated that he had issues with the language of the proposed maintenance bond and requested the Board table this item

until the issues with the bond could be worked out with WB Homes. Mr. Kennard stated the only outstanding engineering issue was the installation of traffic signs.

MOTION: Upon motion by Mr. Hood, seconded by Mrs. Jones, the Board tabled the Colebrook dedication until the maintenance bond language could be corrected by staff and the installation of traffic signs could be completed.

8. Consideration of New Business:

8.1. Approval of Resolution #2020-02, Benefits Package for Chief Scafidi:

MOTION: Upon motion by Mrs. Jones, seconded by Ms. McCabe, the Board unanimously approved Resolution #2020-02, setting forth the annual Benefits Package for Chief Robert Scafidi.

8.2. Approval of Resolution #2020-03, Fee Schedule: Ms. Bradley stated that the Official Township Fee Schedule reflected minor changes that included: increases in the costs of some professional services, increases in Zoning Hearing Board Fees, changes to fees for decks of different sizes and restructuring of the overall format of the Fee Schedule.

MOTION: Upon motion by Mr. Hood, seconded by Mrs. Jones, the Board unanimously approved Resolution #2020-03, setting the Fee Schedule for 2020.

8.3. Approval of Resolution #2020-04, Fund Balance Policy for 2020: Ms. Bradley stated that there were no changes from previous years' policy.

MOTION: A motion was made by Mrs. Haun, seconded by Mr. Hood and unanimously approved Resolution #2020-04, setting the Fund Balance Policy for 2020, based on GASB requirements.

8.4. CBSD/Butler Elementary HVAC Replacement Waiver of Land Development: Ms. Bradley stated that the Central Bucks School District HVAC Replacement project at Butler Elementary School was a typical candidate for waiver of land development, as it was a small project using existing duct work and included adding a minimal amount of impervious surface for footers for a new Chiller. She stated that CBSD was also requesting waiver of building permit fees other than electrical fees.

MOTION: Upon motion by Mr. Hood, seconded by Mrs. Jones and unanimously carried, the Board granted Waiver of Land Development to CBSD/Butler Elementary HVAC Replacement, and waiver of building permit fees for the project other than electrical fees.

9. Consent Agenda:

MOTION: Upon motion by Mrs. Haun, seconded by Ms. McCabe, the Board unanimously approved the following Consent Agenda items: Escrow Release #2 for Highlands Community Association for Dam Restoration Project in the amount of \$83,070.00, leaving \$16,930.00 remaining; Escrow Release #2 (FINAL) for Metropolitan Development Group for Rolling Ridge Development (Frost) in the amount of \$313,353.74, leaving Zero remaining, commencing the 18-Month Maintenance Period at October 2, 2019 and ending April 2, 2021; Escrow Release #7 (FINAL) for Metropolitan Development Group for Pine Glen/Pine Valley Crossing Development (Wordsworth) in the amount of \$381,046.26, leaving Zero remaining, contingent upon receipt of an 18-Month Maintenance Bond; Payment Request #3 for \$40,464.02, and Payment Request #4

for \$10,261.94 to Armour and Sons Electric Inc. for installation of the Traffic Signal System at New Britain Boulevard and County Line Road, total of both payments is \$50,725.96.

10. Board of Supervisors' Comments: Mrs. Jones stated that she had attended a TMA Bucks meeting that involved SEPTA and found it enlightening.

Mr. Jones stated that he would like to welcome Ms. MaryBeth McCabe as the newly-elected member of the Board of Supervisors.

11. Township Administration Comments:

11.1. 2020 Bid Limits and IRS Approved Mileage Allowance: Ms. Bradley provided the Board with the 2020 Bidding Limits, with a slight increase from 2019 in all categories. The IRS-approved mileage reimbursement rate had also increased to \$0.575 per mile, a decrease from 2019.

11.2. Resolution #2020-05, Authorizing Grant Signatories for Neshaminy Greenway Trail Project: Ms. Bradley stated that Resolution #2020-05 authorized Assistant to Manager Michael Walsh as an additional signatory on the Neshaminy Greenway Trail Project.

MOTION: A motion was made by Mrs. Jones, seconded by Mr. Hood and unanimously approved, Resolution #2020-05, Authorizing Grant Signatories for Neshaminy Greenway Trail Project.

11.3. Sale of 2006 Chevy Suburban: Ms. Bradley stated that she was seeking the Board's approval to sell the Township's 2006 Chevy Suburban to the CNBTJSA, as permitted through the Second Class Township Code.

MOTION: A motion was made by Ms. McCabe, seconded by Mr. Hood and unanimously approved, to sell a 2006 Chevy Suburban to CNBTJSA for \$3,500. *one*

11.4. Appointment of Public Works Foreman: Ms. Bradley stated that she wished to extend a promotion to Public Works Foreman to Mr. Jeremy Bishop at \$30.77 per hour.

MOTION: Upon motion by Mrs. Haun, seconded by Mrs. Jones and unanimously carried, the Board appointed Jeremy Bishop as Public Works Foreman at \$30.77 per hour, effective January 13, 2020.

12. Solicitor and Engineer Comments: There were no Solicitor or Engineer Comments at this time.

13. Other Business: There was no Other Business at this time.

14. Public Comment: There was no Public Comment at this time.

15. Payment of Bills:

15.1. Bills List dated December 19, 2019 for \$58,482.87:

MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Haun, the Board unanimously approved the Bills List dated December 19, 2019 for \$58,482.87.

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15.2. Bills List dated December 20, 2019 for \$170,293.56:

MOTION: Upon motion by Mr. Hood, seconded by Mrs. Jones, the Board unanimously approved the Bills List dated December 20, 2019 for \$170,293.56.

15.3. Bills List dated December 27, 2019 for \$3,115.98:

MOTION: Upon motion by Mrs. Haun, seconded by Ms. McCabe, the Board unanimously approved the Bills List dated December 27, 2019 for \$3,115.98.

15.4. Bills List dated January 3, 2020 for \$7,462.12:

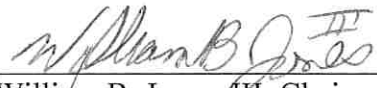
MOTION: Upon motion by Mrs. Haun, seconded by Mr. Hood, the Board unanimously approved the Bills List dated January 3, 2020 for \$7,462.12.

Ms. Bradley stated that following tonight's meeting, the Board would enter into Executive Session to discuss litigation. No action would be taken.

16. Adjournment:

MOTION: There being no further business or comment, a motion was made by Ms. McCabe, seconded by Mrs. Haun, and unanimously carried, to adjourn the meeting at 7:35 p.m.


NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



William B. Jones, III, Chair



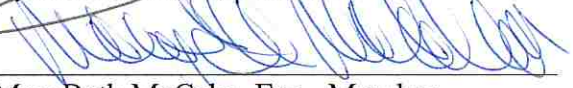
Helen B. Haun, Vice Chair




Gregory T. Hood, Member



Cynthia M. Jones, Member



MaryBeth McCabe, Esq., Member

Attest: 

Eileen M. Bradley
Secretary/Manager



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