

**BOARD OF SUPERVISORS  
MEETING MINUTES  
February 28, 2022**

A Business Meeting of the New Britain Township Board of Supervisors was held on Monday, February 28, 2022, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Vice-Chair William B. Jones, III, Members Cynthia M. Jones, MaryBeth McCabe, Esq, and Stephanie Shortall, Esq. Also present were Township Manager Matt West, Assistant Manager Michael Walsh, Police Chief Richard Clowser, Finance Director John Bates, Township Engineer Craig Kennard, P.E., and Township Solicitor Sean Gresh & Jeff Garton. Absent from the meeting was Chair Gregory T. Hood.

1. **Call to Order:** Mr. Jones called the Meeting to order.
2. **Pledge of Allegiance:** Mr. Jones led the Board and audience in the Pledge of Allegiance.
3. **Chair Comments:** Mr. Jones announced that the Board had met in Executive Session prior to this Meeting to discuss personnel issues, land acquisition, and litigation.

- A. Oath of Office by District Judge Armitage
  - i. Officer Daniel Sacks

Judge Armitage could not attend the meeting. Mr. Jones performed the Oath of Office for Officer Daniel Sacks

- B. Employee Service Awards:
  - i. Officer Mark Duncan – 15 Years

Mr. Jones presented Officer Mark Duncan with his Service Awards. The Board thanked Officer Duncan for his service to the Township and its residents.

- C. Citation of Recognition for Helen Haun from State Representative Polinchock
- State Representative Polinchock presented Helen Haun with a Citation of Recognition.

**4. Presentation Items:**

- A. 409 W Butler Avenue – County Builders

Appearing on behalf of the applicant Mr. Kevin Reilly of County Builders was Ms. Kellie McGowan, Esq. of Obermayer Rebmann Maxwell & Hipple LLP and Mr. Rob Cunningham of Holmes Cunningham Engineering. Ms. McGowan presented the plans which were subject to a stipulated agreement The Board discussed the plan with the applicant, the Township's professionals, and the public.

Mr. Matthew Johnston of Loch Alsh Drive asked about the other uses on the property and the projects traffic study.

Mr. West stated the Township Solicitor would prepare a resolution for the Board's consideration and action at the March 21<sup>st</sup> Business Meeting.

5. **Public Comment:** There was no Public Comment at this time.

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## 6. Action Items:

- A. Motion to approve meeting minutes of the January 24, 2022, February 7, 2022, and the February 23, 2022, Board of Supervisors meeting

**MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Jones and unanimously carried, the Board approve the minutes of the January 24, 2022 Business Meeting, the February 7, 2022 Workshop Meeting, and the February 23, 2022 Special Meeting of the New Britain Township Board of Supervisors.**

- B. Motion to approve schedule of bills

**MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Jones and unanimously carried, the Board approve the Schedule of Bills dated January 27, 2022, January 27, 2022 (medical reimbursements), February 1, 2022, February 4, 2022 (3), February 4, 2022 (medical reimbursements), February 11, 2022, February 15, 2022, February 18, 2022, February 18, 2022 (medical reimbursements), and February 23, 2022, in the amount of \$577,430.79, and authorize the Township Manager to pay all bills, per the attachment.**

- C. Motion to approve consent agenda

**MOTION: Upon motion by Mr. Jones, seconded by Ms. McCabe and unanimously carried, the Board approve all items on the consent agenda, dated February 28, 2022, per the attachment.**

- D. Motion to adopt Resolution 2022-04: Update to 2022 Appointments

Ms. McCabe stated she would like to resign her position on the Veteran's Committee and become the committee's liaison and requested Resolution 2022-04 be amended to reflect this change. Mr. West stated he had an updated Resolution 2022-04: Update to 2022 Appointments for the Board's signature. The Board discussed Resolution 2022-04.

**MOTION: Upon motion by Mrs. Shortall, seconded by Ms. McCabe and unanimously carried, the Board adopt Resolution #2022-04: 2022 Appointments Update, as amended.**

- E. Motion to approve proposal from Aspirant Consulting Group for Police Department Policy Manual Development and Department Accreditation Preparation.

Chief Clowser stated Aspirant Consulting Group was discussed with the Board at the February 7, 2022, Work Session meeting to assist the police department as a Policy and Accreditation Consultant. The Board discussed.

**MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Shortall and unanimously carried, the Board approve the hiring of Aspirant Consulting Group as a Policy and Accreditation Consultant for the New Britain Township Police Department, per the attachments.**

- F. Motion to adopt Resolution 2022-05: Planning Module for Garton Tract

Mr. West stated Resolution 2022-05: Planning Module for Garton Tract was an administrative requirement and the Board had previously granted the project approval. The Board discussed.

**MOTION: Upon motion by Mrs. Shortall, seconded by Ms. McCabe and unanimously carried, the Board adopt Resolution #2022-05: Planning Module for the Garton Tract, per the attachments.**

**G. Motion to approve Finance Director travel to GFOA conference**

Mr. West stated the Township's Finance Director had obtained a scholarship to attend the Annual GFOA Conference and required the Board's authorization to attend the conference. The Board discussed.

**MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Shortall and unanimously carried, the Board authorize Township Finance Director John Bates to attend the Annual GFOA Conference.**

**H. Motion to approve Neshaminy Greenway Trail contract**

Mr. West stated Chris Stanford from Michael Baker had presented to the Board at the February 7, 2022, Work Session meeting and discussed moving forward with the design & construction of the Neshaminy Greenway Trail. The Board discussed.

**MOTION: Upon motion by Mrs. Jones, seconded by Ms. McCabe and unanimously carried, the Board approve design and construction of the Neshaminy Greenway Trail on 1606 Upper State Road, per the attachments.**

**I. Motion to approve memorial plaque at North Branch Park for Chris DiLissio**

Mr. West stated the Board had previously presented this plan and needed Board approval to move forward. The Board discussed.

**MOTION: Upon motion by Mrs. Shortall, seconded by Mrs. Jones and unanimously carried, the Board approve the Chris DiLissio Memorial Plaque, per the attachments.**

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**7. Information Items:**

**A. Township Manager's Report:** Mr. West provided the Board with his Manager's Report.

**B. Departmental Reports:** Mr. West stated the Board had received the Departmental Reports for the month of January. The Board discussed the Departmental Reports.

**C. Solicitor's Report:** Mr. Gresh provided the Board with the Solicitor's Report. The Board discussed the Solicitor's Report.

**D. Engineer's Report:** Mr. Kennard provided the Board with the Engineer's Report. The Board discussed the Engineer's Report.

**E. Board of Supervisor's Comments:** Ms. McCabe and Mrs. Jones made Board of Supervisor's Comments. The Board discussed.

**8. Old Business:** There was no Old Business at this time.

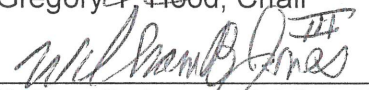
**9. New Business:** There was no New Business at this time.

**11. Adjournment:** Mr. Jones announced the Board's next meeting was on Monday, March 7, 2022, at 10:00 a.m. and called for a motion to adjourn.

**MOTION:** There being no further business or comment, a motion was made by Mrs. Shortall, seconded by Ms. McCabe, and unanimously carried, to adjourn the meeting at 8:05 p.m.

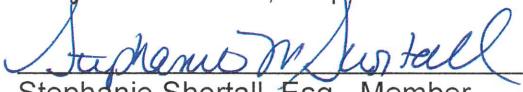
**NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS**

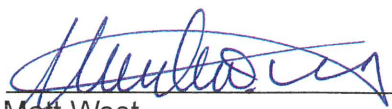
  
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Gregory T. Hood, Chair

  
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William B. Jones III, Vice Chair

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Cynthia Jones, Member

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MaryBeth McCabe, Esq., Member

  
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Stephanie Shortall, Esq., Member

Attest:   
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Matt West  
Secretary/Township Manager