

**BOARD OF SUPERVISORS
MEETING MINUTES
April 18, 2022**

A Business Meeting of the New Britain Township Board of Supervisors was held on Monday, April 18, 2022, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Chair Gregory T. Hood, Vice-Chair William B. Jones, III, Members Cynthia M. Jones, MaryBeth McCabe, Esq, and Stephanie Shortall. 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.

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:**

A. Executive Session:

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

Mr. Hood requested a motion to modify the agenda and add Motion K under action items to approve the purchase of a budgeted skid steer for Public Works.

MOTION: Upon motion by Mrs. Jones, seconded by Mr. Jones and unanimously carried, the Board modified the agenda and added Motion K under action items to approve the purchase of a budgeted skid steer.

4. **Public Comment:** There was no Public Comment at this time.
5. **Public Hearings:**
 - A. Ordinance #2022-04-01: International Property Maintenance Code
 - B. Ordinance #2022-04-02: International Fire Code

Mr. Hood turned the meeting over to Sean Gresh, Township Solicitor to begin the public hearing.

Mr. Gresh opened the public hearing for Ordinance #2022-04-01 at 7:05 PM. He presented the exhibits for the public hearing and asked if there was any Board or public comment for the record. Mrs. Jones inquired about the definition of weeds in the ordinance. The Board and Township staff discussed Mrs. Jones comments. Mr. Gresh closed the hearing for Ordinance #2022-04-01 at 7:12 PM.

Mr. Gresh opened the public hearing for Ordinance #2022-04-02 at 7:13 PM. He presented the exhibits for the public hearing and asked if there was any Board or public comment for the record. No comments were received. Mr. Gresh closed the hearing for Ordinance #2022-04-02 at 7:15 PM.

Mr. Gresh stated with the record closed the Board would be acting on both ordinances under action items later in the meeting.

Mr. Gresh turned the meeting back over to Mr. Hood.

5. Action Items:

A. Motion to approve meeting minutes of the Board of Supervisors meeting

MOTION: Upon motion by Mrs. Shortall, seconded by Mr. Jones and unanimously carried, the Board approved the minutes of the March 21, 2022 Business Meeting and the April 4, 2022 Workshop Meeting of the New Britain Township Board of Supervisors.

B. Motion to approve schedule of bills

MOTION: Upon motion by Mrs. Jones, seconded by Mr. Jones and unanimously carried, the Board approved the Schedule of Bills dated March 25, 2022, March 25, 2022 (medical reimbursements), April 7, 2022, and April 7, 2022 (medical reimbursements, in the amount of \$163,316.42, and authorize the Township Manager to pay all bills

C. Motion to approve consent agenda

MOTION: Upon motion by Mrs. Jones, seconded by Ms. McCabe and unanimously carried, the Board approved all items on the consent agenda, dated April 18, 2022, per the attachment.

D. Motion to adopt Resolution #2022-09: 1 Highpoint Drive Prelim/Final Approval

Mr. Gresh stated 1 Highpoint Drive presented their plan to the Board at the April 4, 2022, Work Session meeting. He reviewed the resolution with the Board and stated the applicant had signed off on the resolution. The Board discussed Resolution 2022-09.

MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Shortall and unanimously carried, the Board adopted Resolution 2022-09: 1 Highpoint Drive Prelim/Final Approval, per the attachment.

E. Motion to adopt Resolution #2022-10: Planning Module for Lohin

Mr. West stated Resolution 2022-10: Planning Module for Lohin was an administrative requirement and the Board had previously granted the project approval. The Board discussed.

MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board adopted Resolution #2022-10: Planning Module for Lohin, per the attachments.

F. Motion to adopt Ordinance #2022-04-01: Adoption of 2018 Edition IPMC

A public hearing for Ordinance #2022-04-01 was held earlier in the meeting.

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Shortall and unanimously carried, the Board adopted Ordinance #2022-04-01: International Property Maintenance Code, per the attachments.

G. Motion to adopt Ordinance #2022-04-02: Adoption of 2018 Edition IFC

A public hearing for Ordinance #2022-04-02 was held earlier in the meeting.

MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board adopted Ordinance #2022-04-02: International Fire Code, per the attachments.

H. Motion to authorize execution of PCCD Grant

Chief Clowser stated he previously presented this item to the Board at the April 4, 2022 Work Session meeting. The Board discussed.

MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Jones and unanimously carried, the Board awarded the PCCD Grant and authorize Chairman, Gregory T. Hood to sign the Award Notice, per the attachments.

I. Motion to authorize purchase of equipment for new police vehicle

Chief Clowser stated he previously presented this item to the Board at the April 4, 2022 Work Session meeting. The Board discussed.

MOTION: Upon motion by Mrs. Jones, seconded by Mr. Jones and unanimously carried, the Board authorized purchase of equipment from Block Communications for the upfitting of a new police vehicle, per the attachments.

J. Motion to authorize volunteers to apply for an Open Space grant

Mr. West stated Ken Jones was at the previous work session and presented his proposal to the Board for a project in the Circle Drive Open Space. The Board discussed.

MOTION: Upon motion by Mrs. Jones, seconded by Mr. Jones and unanimously carried, the Board approved the passive open space project for the Township owned open space at Circle Drive and authorize Ken Jones to apply for open space grants, conditioned upon reviews by Township Staff, Engineer, and Solicitor before implementation, per the attachment.

K. Motion to authorize purchase of budgeted skid steer

Mr. West stated Public Works Superintendent Ryan Cressman was seeking the Boards approval to move forward with the purchase of a budgeted Skid Steer. The Board discussed.

MOTION: Upon motion by Mr. Jones, seconded by Ms. McCabe and unanimously carried, the Board approved and authorized staff to complete the purchase of a CAT skid steer and eight of the ten ordered attachments in the total amount of \$124,485.00, per the attachments. This expense is included in the 2022 Budget.

L. Motion to cancel May 2, 2022, Board of Supervisors Work Session

MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Shortall and unanimously carried, the Board canceled Board of Supervisors Work Session meeting on Monday, May 2, 2022, at 10:00 AM, due to lack of business.

6. Information Items:

A. Township Manager's Report: Mr. West provided the Board with his Manager's Report. He spoke about Veterans Committee Bingo, Coleman property demolition, Keller Road

bridge, PSATS Annual Conference, and the Township's newsletter for the Board to consider for future meetings. The Board discussed. Mr. West asked the Board to cancel the May 2, 2022 Work Session meeting, scheduled to be held at 10:00 AM.

- B. Departmental Reports:** Mr. West provided the Board with Departmental Reports. 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:** Mr. Hood asked for a motion to amend the agenda to include Motion L under action items to cancel the May 2nd Work Session meeting, scheduled for 10:00 AM.

MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Shortall and unanimously carried, the Board modified the agenda and added Motion L under action items to cancel the May 2, 2022 Work Session meeting.

Ms. McCabe spoke about conservation easements and requiring the planting of native species when the conservation easements are disturbed. Additionally, she spoke about communication issues and the handling of enforcement actions in regard to conservation easements. The Board discussed.

7. Adjournment: Mr. Hood announced the Board would be meeting in executive session following the meeting and the Board's next meeting was on Monday, May 16, 2022, at 7:00 p.m. and called for a motion to adjourn.

MOTION: There being no further business or comment, a motion was made by Mrs. Jones, seconded by Ms. McCabe, and unanimously carried, to adjourn the meeting at 7:37 p.m.

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NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



Gregory T. Hood, Chair




William B. Jones, III, Vice Chair

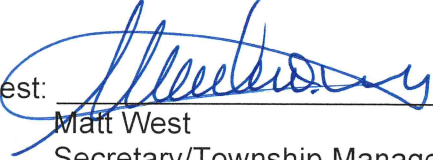
Cynthia Jones, Member



MaryBeth McCabe, Esq., Member



Stephanie Shortall, Esq., Member

Attest: 

Matt West
Secretary/Township Manager