

**BOARD OF SUPERVISORS
MEETING MINUTES
June 20, 2022**

A Business Meeting of the New Britain Township Board of Supervisors was held on Monday, June 20, 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 the meeting to discuss personnel issues, land acquisition, and litigation.

B. Motion to promote Patrol Officer First Class to Corporal

Mr. Hood and Chief Clowser announced the promotion of Patrol Officer First Class Michael Sandt to Corporal.

MOTION: Upon motion by Mrs. Shortall, seconded by Mrs. Jones and unanimously carried, the Board approved the promotion of Patrol Officer Michael Sandt to the rank of Corporal, per the attachments.

4. **Public Comment:** Carroll Cherry of Peace Valley Road addressed the Board about stormwater issues on her property and issues with bamboo on a neighbor's property. The Board, Township Professionals, and staff discussed the issue.

5. **Action Items:**

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

MOTION: Upon motion by Mrs. Jones, seconded by Mr. Jones and unanimously carried, the Board approved the minutes of the May 16, 2022, Business Meeting and the June 6, 2022, Workshop Meeting of the New Britain Township Board of Supervisors.

B. Motion to approve schedule of bills

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Shortall and unanimously carried, the Board approved the Schedule of Bills dated May 27, 2022 (medical reimbursements), and June 13, 2022, in the amount of \$258,569.49, and authorize the Township Manager to pay all bills, per the attachment.

C. Motion to approve consent agenda

MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Shortall and unanimously carried, the Board approved all items on the consent agenda, dated June 20, 2022, per the attachment.

- D. Motion to approve Resolution #2022-11: 180 New Britain Boulevard Prelim/Final Approval

Mr. Gresh presented the Board with Resolution #2022-11 granting preliminary/final approval for the project at 180 New Britain Blvd. The Board discussed.

MOTION: Upon motion by Mrs. Jones, seconded by Ms. McCabe and unanimously carried, the Board adopted Resolution #2022-11: 180 New Britain Boulevard Prelim/Final Approval, per the attachments.

- E. Motion to approve Resolution #2022-12: Records Dissolution

Mr. West stated staff had identified records for destruction according to the Pennsylvania Municipal Records Retention Act. The Board discussed.

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Shortall and unanimously carried, the Board adopted Resolution #2022-12: Records Dissolution, per the attachments.

- F. Motion to approve 409 West Butler Avenue Waiver Request

Mr. West stated the Board was presented with this waiver request at the June 6th Work Session meeting. Mr. Gresh stated the waiver request would become an amendment to the Preliminary/Final approval previously granted by the Board. The Board discussed.

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Jones and unanimously carried, the Board approved the waiver request for 409 West Butler Avenue, per the attachments.

- G. Motion to cancel the July 25th & August 1st Board of Supervisors meetings

Mr. West stated as discussed at the June 6th Work Session meeting and based on past practice by the Board; Staff was recommending canceling the July 25th and August 1st Board of Supervisors meetings. The Board discussed.

MOTION: Upon motion by Mrs. Shortall, seconded by Ms. McCabe and unanimously carried, the Board canceled the July 25th and August 1st Board of Supervisors meetings.

- H. Motion approve Parks & Recreation Commissions recommendation for food & beverages at the July 4th Parade

Mr. West stated the Board received the recommendations from the Parks & Recreation Commission at the June 6th Work Session meeting for food & beverages at the July 4th Parade. The Board discussed.

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Jones and unanimously carried, the Board approved the Parks & Recreation Commissions recommendation for food & beverages at the July 4th Parade, per the attachments.

- I. Motion to approve the waiver of fees for the Gilmore Property conservation easement

Mr. West stated as part of obtaining a conservation easement on the Gilmore property the property would need to be subdivided as part of the agreement. He stated the Board needed to waive applicable fees in the adopted fee schedule that would apply to the Subdivision of the property.

MOTION: Upon motion by Mrs. Shortall, seconded by Mr. Jones and unanimously carried, the Board waived the Subdivision & Land Development application fees for the Gilmore Property.

J. Motion to authorize advertisement for bid of the 2022 Road Program

Mr. West stated staff was seeking the Board's approval to advertise the 2022 Road Program for Public Bid. The Board discussed.

MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Jones and unanimously carried, the Board authorized advertisement of the 2022 Road Program for Public Bid, per the attachments.

K. Motion to approve the recommendations for Parade Marshal and Jr. Parade Marshal (Amended 6/20/22)

Mr. West stated the recommendations from the Parks & Recreation Commission for the Parade Marshal and Jr. Parade Marshal were Bill Fay an Army Veteran & member of local VFW Post 3258 and Ella McFillin, State Champion of the VFW Patriot's Pen Contest at the July 4th Parade. The Board discussed.

MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Jones and unanimously carried, the Board approved adding an additional Action Item to the evenings agenda to approve both the Parade Marshal & Jr. Parade Marshal for the July 4th Parade.

MOTION: Upon motion by Mrs. Jones, seconded by Mr. Jones and unanimously carried, the Board approved the Parks & Recreation Commissions recommendation for Parade Marshal & Jr. Parade Marshal at the July 4th Parade, per the discussion.

6. Information Items:

- A. **Township Manager's Report:** Mr. West provided the Board with his Manager's Report. The Board discussed
- B. **Departmental Reports:** Mr. West provided the Board with Code & Public Works Departmental Reports. Chief Clowser presented the Police Departmental Report. 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:** There were no Board of Supervisor's Comments at this time.

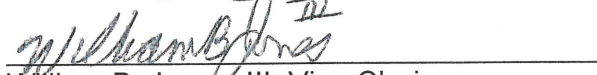
7. Adjournment: Mr. Hood announced the Board would be meeting in executive session following the meeting and the Board's next meeting was on Monday, July 11, 2022, at 7:00 p.m. and called for a motion to adjourn.

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 8:12 p.m.

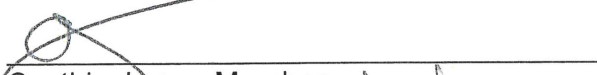
NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS




Gregory T. Hood, Chair




William B. Jones, III, Vice Chair



Cynthia Jones, Member



Mary Beth McCabe, Esq., Member



Stephanie Shortall, Esq., Member

Attest: 

Matt West
Secretary/Township Manager

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