

**BOARD OF SUPERVISORS  
MEETING MINUTES  
September 9, 2024**

The Board of Supervisors Meeting of New Britain Township was held on Monday, September 9, 2024, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 7:00pm.

Present were Supervisors: Cynthia M. Jones- Chair, MaryBeth McCabe – Vice-Chair, Bill Jones, Stephanie Shortall, and Bridget Kunakorn. Also present were Dan Fox- Township Manager, Craig Kennard - Township Engineer, Chief Richard Clowser, Scott Holbert - Township Solicitor, and Alexandria Mullin - Executive Administrative Assistant.

1. **Call to Order:** Cynthia Jones called the meeting to order at 7:00 pm.
2. **Pledge of Allegiance:** Cynthia Jones led the Board and public in the Pledge of Allegiance.
3. **Chair Comments** Cynthia Jones stated that the Board met in Executive session, prior to this meeting, to discuss personnel matters and litigation items.
4. **Presentations/ Public Hearings/ Land Development**
  - A. Pennsylvania Law Enforcement Accreditation Presentation

James Adams, the Accreditation Program Coordinator, presented the certification to Chief Clowser on behalf of the New Britain Township Police Department.

Chief Clowser welcomed members of the Police Department to congratulate them on the achievement and thank them for their hard work during this process.

- B. Appointment and Administration of Oath of Office for Entry Level Police Officer

Bill Jones motioned to follow Chief Clowser's recommendation to swear in Officer Kilroy. Seconded by MaryBeth McCabe.

All voted aye, motion carried 5-0.

MDJ Regina Armitage administered the Oath of Office with Officer Kilroy, swearing him in as an Entry level Police Officer to the New Britain Township Police Department.

## 5. Motion to Consider Consent Agenda

Stephanie Shortall moved, seconded by Marybeth McCabe, to approve the Consent Agenda:

- A. Approve Minutes of August 05, 2024, Board of Supervisors Meeting.
- B. Approve Regular Bill List as Follows:
  - Dated August 21, 2024, In the amount of \$96,348.66.
  - Dated September 4, 2024, In the amount of \$55,266.76.
- C. Approve Prepaid Bill List as Follows:
  - Dated August 8, 2024, In the amount of \$85,735.23.
  - Dated August 14, 2024, In the amount of \$15,221.36
  - Dated August 21, 2024, In the amount of \$1,947.07
  - Dated August 29, 2024, In the amount of \$112,073.42
  - Dated September 4, 2024, In the amount of \$9,915.76
- D. Approve Escrow Release #2 for 409 West Butler Avenue (County Line Builders) in the amount of \$287,815.00
- E. Approve Contractors Application for Payment #2 for Brittany Farms Streambank Stabilization Project in the amount of \$69,319.00.
- F. Approve Change Order #1 for Brittany Farms Streambank Stabilization Project - Contract Extension until November 15<sup>th</sup>.

There were no public comments.

All voted aye, motion carried 5-0.

## 6. Action Items

- A. Consider a motion to accept and approve the Portable Lighting Equipment Use Agreement for Pennsylvania Rush Soccer Club at West Branch Park.

Bill Jones motioned to approve the use agreement. Seconded by Bridget Kunakorn.

There were no public comments.

All voted aye, motion carried 5-0.

- B. Consider a motion to approve the outline and project schedule for Township website enhancement.

Bill Jones motioned to approve the outline with the condition that the project move along as fast as possible. Seconded by Bridget Kunakorn.

Alexandria Mullin stated that the project will need a committee formed between staff and supervisors to start and then we can begin finding vendors and streamlining the process of a redesign.

There were no public comments.

All voted aye, motion carried 5-0.

## 7. Information Items

- A. Departmental Reports
- B. Engineer's Report
- C. Board of Supervisor's Comment

The supervisors expressed excitement over the upcoming Fall Festival and encouraged the public to attend and volunteer.

MaryBeth McCabe and Bill Jones commended Chief Clowser on his hard work and dedication to the department.

Stephanie Shortall echoed the same sentiment and wanted to thank Bridget and the Veterans Committee for their hard work in putting together the Fall Festival.

## 8. Public Comment

## 9. Announcements

Budget Workshop #1 – Tuesday September 17<sup>th</sup> at 8:30am  
 Park & Rec Meeting – Tuesday September 17<sup>th</sup> at 7pm.  
 Veteran's Committee Meeting – Wednesday September 18<sup>th</sup> at 6pm  
 Zoning Hearing Board Meeting – Thursday September 19<sup>th</sup> at 7pm

The next meeting of the Board of Supervisors of New Britain Township will take place on **Monday, September 23, 2024, 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

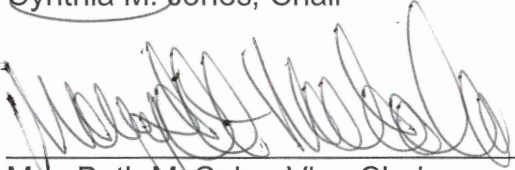
## 10. Adjournment

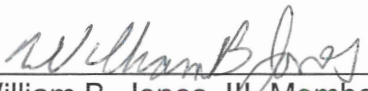
Stephanie Shortall moved, seconded by Bill Jones, to adjourn the meeting.

The Board unanimously adjourned the meeting at 7:33 pm.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

  
\_\_\_\_\_  
Cynthia M. Jones, Chair

  
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MaryBeth McCabe, Vice-Chair

  
\_\_\_\_\_  
William B. Jones, III, Member

  
\_\_\_\_\_  
Stephanie Shortall, Member

  
\_\_\_\_\_  
Bridget Kunakorn, Member

Attest:   
\_\_\_\_\_  
Dan Fox, Township Manager

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