

**BOARD OF SUPERVISORS
MEETING MINUTES
November 15, 2021**

A Business Meeting of the New Britain Township Board of Supervisors was held on Monday, November 15, 2021, 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 Helen B. Haun, Members William B. Jones, III, Cynthia M. Jones, and MaryBeth McCabe, 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 Peter Nelson, Esq.

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

A. County Bridge Project: Presenting on behalf of Bucks County was Archibald Allan, P.E. from Pickering, Corts & Summerson and Director of Operations for Bucks County Kevin Spencer. Mr. Allan and Mr. Spencer presented a preliminary design for the new bridge and tentative timeline for the project. They then discussed with the Board and residents present at the meeting.

B. 2022 Preliminary Budget: Mr. West presented the Board with the highlights of the Preliminary 2022 Budget. He stated the budget was balanced, contained no tax increase, and included all departmental requests previously discussed with the Board. Mr. West stated he was seeking the Board's adoption and authorization to advertise the Preliminary 2022 Budget for public inspection. He stated the Board would be considering the final budget for adoption as an action item at the December 20th Business Meeting.

5. Public Comment: Mr. Asher Kieschnick of Deerpath Road stated he would like the Board to consider adding a sidewalk to the Butler Avenue Bridge or consider installing a foot path bridge for pedestrians. The Board discussed and thanked Mr. Kieschnick for his comments.

6. Action Items:

- A. Motion to approve meeting minutes of the October 18, 2021 & November 1, 2021, Board of Supervisors meeting

MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Haun and unanimously carried, the Board approve the minutes of the October 18, 2021, Business Meeting and the November 1, 2021, Work Session Meeting of the New Britain Township Board of Supervisors.

- B. Motion to approve schedule of bills

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MOTION: Upon motion by Mr. Jones, seconded by Ms. McCabe and unanimously carried, the Board approve the Schedule of Bills dated October 19, 2021, October 20, 2021, November 1, 2021 (medical reimbursements), November 1, 2021, November 4, 2021 (3), November 10, 2021 (medical reimbursements), and November 10, 2021, in the amount of \$630,761.22, and authorize the Township Manager to pay all bills, per the attachment.

C. Motion to approve consent agenda

MOTION: Upon motion by Mrs. Haun, seconded by Mr. Jones and unanimously carried, the Board approve all items on the consent agenda, dated November 15, 2021, per the attachment.

D. Motion to authorize advertisement of 2022 Preliminary Budget

Mr. West stated he was asking for the Board to adopt and authorize advertisement of the 2022 Preliminary Budget.

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Jones and unanimously carried, the Board adopt and authorize advertisement of the 2022 Preliminary Budget, per the attachments.

E. Motion to adopt Resolution 2021-29: Reallocate 2021 PD Funds in Traffic Counter to Equipment Purchases and Uniform/Vests

Chief Clowser stated the Resolution before the Board was needed to reallocate budgeted funds for the standardization of uniforms and the purchase of a power bike for the Police Department. The Board discussed.

MOTION: Upon motion by Mrs. Haun, seconded by Mrs. Jones and unanimously carried, the Board adopt Resolution #2021-29: Reallocate 2021 PD Funds in Traffic Counter to Equipment Purchases and Uniform/Vests, per the attachments.

F. Motion to authorize purchase of a Model All Terrain Power Bike

Chief Clowser stated he was seeking the Board's authorization to purchase an All-Terrain Power Bike with the reallocated funds. The Board discussed.

MOTION: Upon motion by Ms. McCabe, seconded by Mr. Jones and unanimously carried, the Board authorize purchase of a Model All Terrain Power Bike, per the attachments.

G. Motion to approve the contract and expenditure for CODY Records Management

Chief Clowser stated the Police Department's records management system did not meet the current needs of the department and was set to be discontinued soon. The Board discussed.

MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Haun and unanimously carried, the Board approve a contract and expenditures for the CODY Records Management system, per the attachments.

H. Motion to approve purchase of play structure for North Branch Park

Mr. West stated the expense of the play structure would be spread out over the 2021 Budget and the 2022 Budget. Mrs. Jones stated she would like staff to look into adding ADA swings to the swing set. The Board discussed.

MOTION: Upon motion by Mr. Jones, seconded by Ms. McCabe and unanimously carried, the Board approve the purchase of a play structure for North Branch Park, per the attachments and the addition of an ADA swing with the cost not to exceed the budgeted amount of funds.

I. Motion to adopt Resolution 2021-28: Disaster Assistance for Tropical Storm Ida

Mr. West stated the resolution before the Board was a required administrative function to be eligible for FEMA/PEMA funds for damage caused by Tropical Storm Ida. The Board discussed.

MOTION: Upon motion by Mrs. Haun, seconded by Mr. Jones and unanimously carried, the Board adopt Resolution #2021-28: PEMA DAP-1 for Tropical Storm Ida, per the attachments.

J. Motion to adopt Resolution 2021-30: Police Grievance Settlement

Mr. Nelson stated the resolution before the Board memorialized the settlement of two outstanding grievances with the PBA. The Board discussed.

MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Haun and unanimously carried, the Board adopt Resolution #2021-30: Police Grievance, per the attachments.

K. Motion to adopt Resolution 2021-31: Sale of Township Property Policy

Mr. West stated this resolution would establish a policy for Township staff to follow when disposing or selling Township owned property. The Board discussed.

MOTION: Upon motion by Mrs. Haun, seconded by Mrs. Jones and unanimously carried, the Board adopt Resolution #2021-31: Sale of Township Property Policy, per the attachments.

L. Motion to adopt Resolution 2021-32: New Britain-Hatfield Intermunicipal Police Services Agreement

Chief Clowser stated the resolution would memorialize how police services are handle with Hatfield Township along roads bordering New Britain Township and Hatfield Township. Mr. Nelson and Ms. McCabe pointed out errors within the resolution that needed to be amended. The Board discussed.

MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Jones and unanimously carried, the Board adopt Resolution #2021-32: New Britain-Hatfield Township Intermunicipal Police Services Agreement, conditioned upon the resolution being amended to the Solicitor's satisfaction.

7. Information Items:

A. Township Manager's Report:

- i. **Tentative 2022 Meeting Schedule:** Mr. West provided the Board with a tentative meeting schedule for 2022. Mr. Hood stated the Board had heard residents' feedback with the new meeting schedule and the Board was open to revising the timing of the meetings in 2022. The Board discussed moving the Board of Supervisor's meetings to the second and fourth Thursday of the month and asked Mr. West to provide that information at the December Work Session meeting.

Mr. West thanked staff for their work on the budget and wished everyone a Happy Thanksgiving.

- B. **Departmental Reports:** Mr. West stated the Board had received the Departmental Reports for the month of October and asked if the Board had any questions.

The Board discussed the Departmental Reports.

- C. **Solicitor's Report:** There was no Solicitor's Report at this time.

- D. **Engineer's Report:** Mr. Kennard stated the Township was still in the process of reviewing Walters Road Culvert, but the Township was in holding pattern until the extent of the FEMA/PEMA Assistance could be determined and obtained.

- E. **Board of Supervisor's Comments:** Mrs. Haun asked about the \$15,000 dollar capital contribution from New Britain Township to assist Chalfont EMS capital costs.

Mrs. Jones stated she would like the Board to consider creating committee liaison positions rather than active Board seats to allow more involvement from interested community members to serve on the various Township's Boards and Commissions.

The Board briefly discussed the 300 Committee.

Ms. McCabe commented on the frequency the Board was paid and congratulated Stephanie Shortall on being elected to the Board of Supervisors, starting in 2022.

Mr. Hood congratulated Stephanie Shortall and thanked Helen Haun for her service to the residents of New Britain Township.

- 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. Hood announced the Board's next meeting was a work session on Monday, December 6, 2021, at 9:00 a.m. and called for a motion to adjourn.

MOTION: There being no further business or comment, a motion was made by Mr. Jones, seconded by Mrs. Haun, and unanimously carried, to adjourn the meeting at 9:01 p.m.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



Gregory T. Hood, Chair



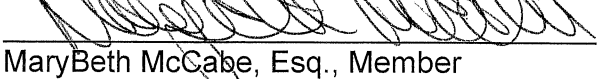
Helen B. Haun, Vice Chair



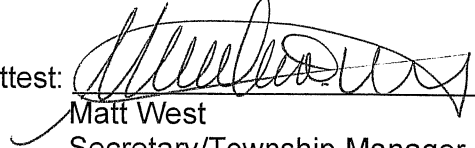
William B. Jones, III, Member



Cynthia Jones, Member



MaryBeth McCabe, Esq., Member

Attest: 

Matt West
Secretary/Township Manager

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