

The agenda meeting of the Northampton Township Board of Supervisors was held at 6:30 pm.

Present were:

Barry Moore  
Dr. Kimberly Rose  
Frank O'Donnell  
Adam Selisker  
Robert Pellegrino  
William Wert  
Joseph Pizzo  
Amanda Fuller

Agenda items were reviewed and discussed.

The regular business meeting of the Northampton Township Board of Supervisors was called to order at 7:36 p.m.

Members of the Board present were:

Barry Moore  
Dr. Kimberly Rose  
Frank O'Donnell  
Adam Selisker

Members of the Board absent were:

Eileen Silver

Others present were:

Robert Pellegrino, Township Manager  
Amanda Fuller, Township Engineer  
Joseph Pizzo, Township Solicitor

### **PLEDGE OF ALLEGIANCE**

Chairman Moore led the Pledge of Allegiance and held a moment of silence in support of military and emergency services personnel.

### **FLAG PRESENTATION**

Chairman Moore called forward Mr. Pete Palestina. Mr. Palestina stated we are here to recognize Air Force Senior Airman Timothy Harman. Senior Airman Harman deployed to Al Dhafra Air Base, Abu Dhabi, the United Arab Emirates on September 10th. Tonight his mom Patti and dad Eric Harman will be placing Tim's personalized Air Force flag in the display where it will stay until he returns from his deployment to exchange it.

Also in attendance to recognize Senior Airman Harman, was Matt Groda from Congressman Brian Fitzpatrick's, State Senator Tommy Tomlinson's representative Brittany Toryk & State Representative Wendi Thomas.

### **SPECIAL PRESENTATION**

#### **Northampton Day**

Chairman Moore called forward Mr. Steve Bryer, Chairman of Northampton Days. Mr. Bryer provided an update on the events taking place at the annual Northampton Day on Saturday, September 28<sup>th</sup>. The event is being held at the Richboro Middle School, beginning at 10:00 am and ending at 4:00 pm. Mr. Bryer encouraged everyone to come out for a great family day that has something for everyone.

### **PUBLIC COMMENT**

None was heard.

### **CONSENT ITEMS**

The Board meeting minutes of August 28, 2019, was approved by unanimous consent.

### **ACCOUNTS PAYABLE**

The accounts payable for September 11, 2019, in the amount of \$1,021,953.71, and September 25, 2019, in the amount of \$949,892.24, was approved by unanimous consent.

### **NEW BUSINESS**

#### **Consider Preliminary/Final Land Development Plan, 59 Almshouse Road**

Chairman Moore called forward the owner Mr. Jay Needles and the design engineer for the project Mr. Rob Cunningham of Holmes-Cunningham Engineering.

Chairman Moore stated located along the north side of Almshouse Road, 750 feet north of its intersection with Second Street Pike, the proposed project will construct a new parking area that will connect the rear of TMP #31-9-25 to the parking lot on adjacent TMP #31-9-24 (the existing 59 Almshouse restaurant). The proposed improvements will provide 24 new parking spaces and a rain garden on TMP #31-9-25 and a shared parking arrangement between the two sites, which would permit the use of the retail and office parking lot by restaurant patrons during the evening hours. Public water and sewer serve the site.☐

Mr. Cunningham further explained the project and the need for additional parking.

Chairman Moore noted previously, variances were granted to permit an impervious surface ratio of 76 percent on both lots when 70 percent is permitted. Also, a variance was previously approved to permit 63 parking spaces instead of the required 111 spaces for the restaurant use.☐

Chairman Moore stated the following is based on the review letters and the Planning Commission meeting:

- Coordination with Schoolhouse Shopping Center for potential access to the signalized intersection. ***The plans have been revised to show the connection if the shopping center owner is amendable***☐
- Internal connection between the parking lots was recommended by the Planning Commission so that vehicles don't have to exit onto Almshouse Road and reenter the site if they cannot find a parking space. ***The plans have been revised to show this connection.***
- Consideration of an "Entrance Only" at the existing 59 Almshouse access and "Exit Only" at the 67 Almshouse location. ***This is shown in the revised plan.***☐

Discussion ensued among the Board and the applicant regarding the Entrance and Exit Only access. Chairman Moore suggested two-directional. The applicant disagrees with a two-directional entrance and exit, basing his statement on safety and traffic flow.

Mr. Needles the owner of 59 and 67 Almshouse stated he has a verbal agreement with Dr. George to use the office parking lot when her business is closed. A walking path connects his business and Dr. George's. This allows for approximately 30 additional spaces as needed.

Discussion ensued with the applicant agreeing to the condition if the entrance and exit only are not working in accordance with the plan, the applicant will revisit the issue with the Township. Chairman Moore stated with the possible future development of the CVS Store, it could be part of that discussion. ☐

The Board was provided with the following for review and discussion.

1. Holmes Cunningham - Waiver Request Letter – August 12, 2019;
2. Gilmore & Associates - Review Letter – August 13, 2019;
3. Pennoni Associates - Review Letter – August 12, 2019;
4. McMahan Associates - Review Letter – August 13, 2019;
5. Township Planning Commission – Memo – August 15, 2019;
6. Bucks County Planning Commission - Review Letter - May 9, 2019;
7. Copy of the Plan

A motion was made and seconded (O'Donnell-Rose) for approval of the 59 Almshouse Land Development, SLD 19-1, subject to compliance with the Township Engineer's review letter dated August 13, 2019, the Township Planner's review letter dated August 12, 2019, and the Township

Traffic Engineer's review letter dated August 13, 2019. The requested waivers are also granted, including the waiver for street trees, and the approval is subject to the following conditions:

1. The requirement for a shared parking/cross easement agreement subject to the satisfaction of the Township Solicitor;☐
2. Approval of an "Entrance Only" at the existing 59 Almshouse access and "Exit Only" at the 67 Almshouse location;
3. Coordination with Schoolhouse Shopping Center and the Katherine George property for potential access to the signalized intersection;
4. Relocation of the trash collection area;
5. An internal circulation route between the two properties should be established to the satisfaction of the Township Engineer.
6. The applicant shall enter into a land development agreement and escrow agreement in a form acceptable to the Township solicitor and engineer. This shall include a stormwater management maintenance and operations agreement.
7. The applicant is responsible for obtaining any outside approvals that may be necessary, including, but not limited to, DEP, PennDOT, and the Municipal Authority.
8. All conditions and recommendations incorporated within the motion and minutes are subject to the Township Solicitor's approval letter.

Chairman Moore called for public comment. None was heard.

**Motion Passed 4-0.**

**Consider Preliminary/Final Land Development Plan, 785 Newtown-Richboro Road**

Chairman Moore called the representatives for KMMHH LP forward and asked them to introduce themselves and give an overview of the project. ☐

Gia Raphael introduced herself as General Counsel for the project and Dan Humes, P.E. introduced himself from Van Cleef Engineering Associates as the Engineer for the project.

Ms. Raphael stated the project is located North of the intersection of Newtown-Richboro and Holland Roads, the proposal is to subdivide a 168,584 square foot parcel into three single-family lots of 22,466 square feet (Lot 1), 65,754 square feet (Lot 2), and 80,634 square feet (Lot 3). An existing single-family dwelling is to remain on Lot 1 and single-family dwellings are proposed for Lots 2 and 3. The existing detached garage on Lot 1 is to be removed.

The lot will be served by on-lot water and sewage disposal systems. The project is located in the R-1 zoning district, which requires a minimum lot area of 40,000 square feet and a minimum lot width of 150 feet. Variances were initially obtained in August of 2018 related to

lot width and equal division of the shared driveway, which was an issue that the Commission discussed with the neighbors.

Ms. Raphael noted this plan was previously before the Board as a sketch based on that plan. As the plan progressed through the review process, however, it was determined by the County that the existing dwelling is historic. The applicant has agreed to preserve the dwelling in exchange for building another flag lot. As a result, the plan was revised and the Zoning Hearing Board approved variances to facilitate the construction of the additional lot. ☐

Mr. Selisker questioned the easement and Mr. Pizzo explained the easement will be documented and recorded at the County.

Chairman Moore called for public comment:

Janine Lazur, 817 Newtown Richboro Road, questioned the existing drainage basin and stagnant water that accumulates. Why is the drainage basin uphill? Mr. Humes engineer for the project stated the stagnant water is from the development of the property. There is a rain garden that is the stormwater management process for this project. ☐

Mr. O'Donnell questioned the possibility of a sidewalk to connect into the existing park and form their access into the Township park next to it. Ms. Raphael stated with the restriction now put on the house and the requirements for traffic signal improvement, and no easements in place it isn't fiscally feasible and with the limited frontage it doesn't allow for it and that is why a fee in lieu of sidewalks was asked for. ☐

The Board was provided with the following for review and discussion.

1. Gilmore Associates – Review letter – August 19, 2019;
2. Pennoni Associates - Review letter - July 29, 2019;
3. McMahan Associates – Review Letter – August 13, 2019;
4. Township Planning Commission – Memo – September 11, 2019;
5. Bucks County Planning Commission - Review Letter - August 15, 2019;
6. Police Department Correspondence - August 13, 2019;
7. Fire Marshal Correspondence - July 18, 2019;
8. Municipal Authority Correspondence - August 5, 2019; and,
9. Copy of the Plan

A motion was made and seconded (Selisker-O'Donnell) for the approval of the KMMHH, LP Subdivision, SLD 18-9, subject to compliance with the Township Engineer's review letter dated August 19, 2019, the Township Planner's review letter dated July 29, 2019, the Township Traffic Engineer's review letter dated August 13, 2019, the Police Department Correspondence dated

August 13, 2019, and the Fire Marshal Correspondence dated July 18, 2019. Also, the requested waivers are granted. In addition, the following conditions are included in this approval:☐

1. The applicant shall enter into a land development agreement and escrow agreement in a form acceptable to the Township solicitor and engineer. This shall include a stormwater management maintenance and operations agreement.
2. A fee-in-lieu of sidewalks is required for all road frontages, which totals \$6,988.75 based upon calculation by the Township engineer. ☐
3. A fee-in-lieu of recreation/open space shall be submitted in the amount of \$6,026.08 for each new lot per the terms of the land development agreement. This shall not apply to the existing house.
4. The application is responsible for obtaining any outside approvals that may be necessary, including, but not limited to, DEP, PennDOT, and the Health Department.
5. An easement/maintenance agreement is required for the shared driveway in a form acceptable to the Township solicitor.
6. Approval of the Bucks County Health Department is required for the on-lot sewage and water facilities.
7. A deed restriction for the preservation and renovation of the existing dwelling is required in a form acceptable to the Township Solicitor.
8. All conditions and recommendations incorporated within the motion and minutes are subject to the Township Solicitor's approval letter.

**Motion Passed 4-0.**

**Consider Bids for Senior Center HVAC System Replacement**

Dr. Rose noted bids were opened on September 17 to remove and replace portions of the HVAC system at the Senior Center. The Township received 5 bids for the construction portion of the project ranging from \$105,928 to \$187,000. The bidders are:

HighTec HVAC, Southampton, PA	\$105,928
Hirschberg Mechanical, Fort Washington PA	\$128,200
McShea Mechanical, Warminster, PA	\$128,289
LGB Mechanical, West Berlin, NJ	\$173,000
KC Mechanical, Mt. Bethel, PA	\$187,000

Bids were also opened for the electrical contract portion of the project. The Township received 3 bids for this work as follows:

MJF Electrical, Morrisville, PA	\$15,000
Hirshberg Mechanical, Fort Washington, PA	\$17,600
AJM Electrical, Chester Township, PA	\$18,560

Dr. Rose explained the project consists of removing and replacing one rooftop unit, one energy recovery unit, and one split system heat pump along with all associated controls, wiring, gas piping, refrigerant piping, and insulation. Our Mechanical, Electrical and Plumbing Engineers, Schiller & Hersh believe the low bids are reasonable for the amount of work to be performed. The Township is expecting a reduction in energy consumption when the new system is installed.  
☐

The Administration recommends awarding a contract to HighTec HVAC, Southampton, PA for the base bid price of \$105,928, and to MJF Electrical, Morrisville, PA in the amount of \$15,000 for the electrical portion of the project, for a combined project total of \$120,928. The project is being partially funded by a state grant of \$95,000 from the Pennsylvania Department of Human Services. The Township share is \$25,928.

A motion was made and seconded (Rose-Selisker) to award a contract for \$105,928 to HighTec Mechanical, Southampton PA, and to award a contract for \$15,000 to MJF Electrical, Morrisville, PA to remove and replace the Senior Center HVAC system, and authorize the Township Manager to execute all required contracts for this project.

Chairman Moore called for Board and public comment. None was heard.

**Motion Passed 4-0.**

Dr. Rose thanked the Township Administration and the State Representative for their help in attaining the grant funds for this project.

**Consider Bids for Salt Contact**

Mr. O'Donnell stated the Bucks County Consortium, Doylestown Borough advertised for bids for rock salt in the Intelligencer on July 22<sup>nd</sup> and July 29<sup>th</sup>, 2019. Doylestown Borough prepared a bid tabulation sheet with Morton Salt, Inc., Chicago, IL as low bidder. Currently, the Township is paying \$47.92 per ton and used approximately 3,500 tons last year. Due to good planning, our salt usage figure was low for this past winter season. The salt shed was filled, saving the Township a considerable amount of money. Morton Salt Inc. was the provider last year for the salt contract. ☐

A motion was made and seconded (O'Donnell-Rose) to award a contract for rock salt to Morton Salt Inc., Chicago, IL at the bid price of \$48.50 per ton delivered to the Bucks County Consortium.

Chairman Moore called for Board and public comment. None was heard.

**Motion passed 4-0.**

**Report on 2020 Minimum Municipal Obligation for Police and Non-Uniformed Employee Pension Plans**

Mr. Selisker stated the Administration is required by law to submit a report to the Board of Supervisors on the Minimum Municipal Obligation (MMO) for each of the employee pension plans by September 30 each year for the following fiscal year. The MMO represents the funding level required from the Township to maintain the actuarial soundness of each plan.

The Township Actuary calculated the required contribution amounts for the 2020 plan year and these amounts must be budgeted as expenditures in the 2020 budget. The MMO's for each plan in 2020 are as follows:

Police Pension Plan	\$ 984,310
Non-Uniformed Employees Plan	929,371
Money Purchase Pension Plan	<u>68,855</u>
	\$1,982,536

The total MMO for 2020 is an increase of \$75,768 from the previous year. The MMO increased in 2019 by \$274,089, and by \$31,864 in 2018. It decreased in 2017 by about \$40,000 and also decreased in 2016 by about \$68,000.

The Township implemented a Defined Contribution Pension Plan (Money Purchase Plan) for new hires in 2016 and the above MMO for that plan is an estimated contribution to the plan rather than a required contribution. The Township contributes 5% of base wages for each plan participant, and employees also contribute 5% as a match to the Township contribution.

The Township expects to receive about \$742,472 in Municipal Pension System State Aid that will reduce the required contributions. This is an increase of \$72,472 over the prior year. The balance of \$1,240,064 will be budgeted in the General Fund. The net increase in MMO contribution is \$3,296 from 2019 to 2020.

A vote to approve the MMO's is NOT required but this information must be included in the meeting minutes for auditing purposes.

**REPORTS**

Dr. Rose made the following announcements:

- The Senior Center has many amazing events going on including, various classes to meet anyone's interest, Boscov's shopping discount, free flu shots, Bags & Bingo and so much more. If you are 55 years of age or older come out and join the Senior Center located at 165 Township Road. Center is open Monday thru Friday from 9:00 am until 3:00 pm, and Tuesday, and Thursdays until 8:30 pm.
- Parks and Recreation have many great programs for all ages check out the Park and Recreation website at [www.northamptonrec.com](http://www.northamptonrec.com) for more information.



- Parks and Recreation are hosting a Charities showcase website link, during the month of November, see the website at [www.northamptonrec.com](http://www.northamptonrec.com) for more information.
- Tickets for various trips are available now, check the Parks and Recreation website for more information.
- The 43<sup>rd</sup> Halloween Happenings will take place on October 26, 2019, at the Northampton Township Recreation Center from 11:00 am until 1:00 pm. Awards for the best costumes.
- The Township in conjunction with the Miracle League will be making playground improvements, this project is expected to start in the fall of 2020. The Miracle League will be holding a fundraiser on November 2<sup>nd</sup> at the Fuge from 7 pm until 11 pm. Tickets are \$40 in advance or \$50 at the door.
- In Memory of Scott Mills, a Basketball Marathon will take place from 11 am until 3 pm during Northampton Days on September 28, 2019. ☒

Mr. O'Donnell made the following announcement:

- The Municipal Authority has released its 2019 fall flushing schedule and is listed on the Township's Website. ☒
- The Veterans Advisory Commission held its annual fundraiser to raise money for the wreath-laying at Union Cemetery for First Responders and Veterans.
- Check the Library's website for information on their various programs.
- The Library has completed its very successful summer programming and is preparing for next summer.
- The Library is still fundraising and if you would like to donate please contact the Library for more information.
- The Library's Fall fundraiser titled Rock & Read will take place on Friday, October 18<sup>th</sup> from 7:00 pm until 10:00 pm, tickets are \$50 and you must be 21 years of age to attend.

Mr. Selisker made the following announcements:

- It has been documented there is a National shortage of volunteer firefighters. As a result, more fire companies are turning to paid firefighters. The Fire Company is proud to announce we have received a grant for \$900,000 to allow the hiring of five (5) additional firefighters which will allow for longer hours and weekends. ☒
- Deputy Fire Chief Rob Holmes did a great job in securing this grant.
- The Fire Company will be participating at Northampton Days and the Fire Prevention Open House will take place on Friday, October 11<sup>th</sup> from 7 pm until 9 pm.

Mr. Moore made the following announcements:

- The development of 175 Townhomes at the Spring Mill Country Club is moving forward.

- In October the Board of Supervisors will be hearing plans from the Council Rock School District for Sloan School and Turf Field.

**PUBLIC COMMENT**

The meeting was adjourned at 9:03 p.m.

Respectfully Submitted,

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Frank O'Donnell, Secretary