

The agenda meeting of the Northampton Township Board of Supervisors took place virtually using the Zoom platform. The virtual meeting was called to order at 6:30 pm.

Present were:

Adam Selisker  
Eileen Silver  
Dr. Kimberly Rose  
Frank O'Donnell  
Barry Moore  
Robert Pellegrino  
William Wert  
Joseph Pizzo  
Jacob Rigg

Agenda items were reviewed and discussed.

The regular business meeting of the Northampton Township Board of Supervisors took place virtually using the Zoom platform. The virtual meeting was called to order at 7:37 p.m.

Members of the Board present were:

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

Others present were:

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

### **PLEDGE OF ALLEGIANCE**

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

### **SPECIAL PRESENTATIONS**

Chairman Selisker presented Tri-Hampton Rescue and the Police Department proclamations recognizing May 16 – May 22, 2021, as EMS Week and May 9 – May 15 as Police Week. Chief Jason Dowd accepted the recognition on behalf of the Tri-Hampton Rescue Squad. Chief Dowd thanked the Board for the acknowledgment.

Mr. O'Donnell presented Public Works with a Proclamation recognizing May 16 – May 22, 2021, as Public Works Week. Mr. O'Donnell thanked all of the Public Works personnel for their hard work during the year.

### **CHAIRMAN ANNOUNCEMENTS**

Chairman Selisker explained the procedures for public comment and how to email questions to be read and answered. Chairman Selisker also provided an update on the status of the Township and its operations.

### **PUBLIC COMMENT**

None was heard.

### **CONSENT ITEMS**

The Board meeting minutes of March 24, 2021, and a Special Meeting of April 15, 2021 were approved by unanimous consent.

### **ACCOUNTS PAYABLE**

The accounts payable of April 14, 2021, for \$3,685,027.39 and, of April 28, 2021, for \$922,479.35, were approved by unanimous consent.

### **NEW BUSINESS**

#### **Consider Resolution for a PennDot Traffic Signal Maintenance Agreement**

Mrs. Silver stated the Pennsylvania Department of Transportation recently updated its *Traffic Signal Maintenance Manual* (PennDOT Publication 191) which outlines requirements for maintenance and operation of traffic signals in the Commonwealth. Key changes to Publication 191 include:

- A requirement that a Traffic Signal Maintenance Agreement be executed by each municipality with traffic control devices operating under a permit from PennDOT
- Updates to the preventative, response, and operational maintenance requirements for municipalities
- New requirements for municipal traffic signal permittees for the retention of traffic signal records in PennDOT's Traffic Signal Asset Management System (TSAMS)

PennDOT believes these changes will simplify the process to apply for traffic control device permits. The Department also revised Form TE-160, *Application for Traffic Signal Approval* and a separate Resolution will no longer be required for each application.

As you know, the Township has been active for many years in obtaining grants to improve its traffic control system, including improvements to traffic signals and school flashing signals, and conducts annual inspections of each traffic signal. Regular maintenance of the system improves traffic flow, intersection, and pedestrian safety, and reduces pollution.

As part of the Agreement approval process, PennDOT requires the municipal governing body to adopt a resolution authorizing an individual to execute and submit the attached Traffic Signal Maintenance Agreement to the Department. The Agreement may not be modified in any way. The Resolution must also authorize an individual to execute future *Applications for Traffic Signal Approval* for any new traffic signals or for permit modifications to existing signals, including flashing warning devices.

The following letters were received from PennDot on March 23, 2021, indicating the requirement for execution of a Traffic Signal Maintenance Agreement, a December 28, 2020, internal Memorandum from the PennDOT Main Office to District Executives, and two pages from PennDOT Publication 191 also discussing the need for an agreement between the Township and PennDOT.

The Township owns, operates, and maintains 30 traffic signals, and numerous school flashing warning devices. Five of the signals are jointly maintained with adjacent municipalities, and the School District reimburses the Township for maintenance on all School flashing Warning Devices.

A motion was made and seconded (Silver-Rose) to adopt Resolution R-21-13 authorizing the Township Manager to execute a Traffic Signal Maintenance Agreement with the Pennsylvania Department of Transportation and to authorize the Township Manager to execute any future permit applications for the installation of new traffic signals, flashing warning signals and any other traffic control devices requiring a PennDOT permit.

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

**Motion Passed 5-0.**

### **Consider Resolution Authorizing Short Term Loans for Equipment Acquisition**

Mr. Moore explained each year the Township seeks quotations from qualified lending institutions for short-term loans to finance the acquisition of capital equipment including police and public works vehicles, IT equipment, and public works construction equipment.

Based on the information gathered, the Finance Director is recommending U. S. Bancorp (US Bank) as the best financial choice with whom the Township should enter into a Municipal Lease Purchase Agreement, for various capital items as part of the 2021 Capital Projects Program.

U.S. Bancorp (US Bank) has quoted a 6-year rate (1.3913%) and a fee schedule that is more beneficial to the Township for a 6-year Municipal Lease Purchase Agreement.

The Township is proposing to borrow up to \$450,000 over 6 years at a rate of 1.3913% creating an estimated annual installment of \$77,614.00. Since the total amount financed is relatively low when compared to previous years, only two financial institutions quoted rates and terms. The Township's costs over the life of this "loan" were \$4,252 less with U.S. Bancorp.

A master lease document will be prepared for executing settlement before May 5, 2021. Upon the retirement of this agreement, the equipment/vehicles will become Township property. To secure the capital lease, the Board must approve a Resolution.

A motion was made and seconded (Moore-Silver) that the Board of Supervisors adopt Resolution R-21-14 authorizing a 6-year capital loan obligation for \$450,000 with U.S. Bancorp for the acquisition of capital equipment under the Township's Capital Equipment Replacement Program, and to authorize the Township Manager or the Township Finance Director to execute all documents required in connection with the loan agreements.

Chairman Selisker called for Board comment.

Mrs. Silver questioned if the old equipment will be put up for Municibid to recoup some of the monies that are being used to purchase new equipment. Mr. Pellegrino stated yes this will happen after the Board agrees to put the items up for auction under a separate action.

Chairman Selisker called for public comment. None was heard.

**Motion Passed 5-0.**

## **REPORTS**

Dr. Rose made the following announcements:

- Thank you to all who made the COVID-19 Vaccination clinic held at the Senior Center a success. 347 people were vaccinated.
- The Senior Center is holding a Hanging Basket fundraiser on May 20<sup>th</sup> raindate May 21<sup>st</sup> from 9 am until 3 pm.
- The Senior Center is sending out email blasts with vital information and their Bi-Monthly newsletter is posted on their website. Call the center at 215-357-8199 with any questions.
- The Parks and Recreation Departments are providing virtual classes, and programs. Go to [northamptonpa.myrec.com](http://northamptonpa.myrec.com) for current information on the various classes, activities, and programs being offered. The new brochure is now available.

- P&R will hold summer camp this year, protocols will be in place, watch for emails for updates.
- Northampton's Park and Recreation Summer Camp and Swim Club have employment opportunities available. See the Parks and Recreation website for further information and applications.
- Friendly reminder to make sure to pick up after your dog when taking walks.

Mr. O'Donnell made the following announcements:

- Thanked Public Works for their hard work and dedication.

Mr. Moore made the following announcements:

- The Planning Commission will meet on May 11<sup>th</sup> to hear Sub-Division and Land Development for Stoney Ford Ridge Subdivision and EVV Homes on Spring Avenue.
- Activity is happening at Spring Mill and on East Holland at the Waverly Sub-Division, homes are selling out quickly.
- The Mill Race Inn, in Holland, is moving forward to have Condos and Office Space.

Mrs. Silver made the following announcements:

- The Library held its meeting on April 22<sup>nd</sup> via the zoom platform. To participate in upcoming meetings check the Township website for the link.
- There are 3 vacancies on the Library Board. If you wish to volunteer send your application to the Township Administration
- Northampton's 300th anniversary is next year, the Township is holding a slogan contest, check the website for further details.
- Thanked Rite-Aid and Bucks County for the combined effort on April 22<sup>nd</sup> to make the vaccination clinic such a success.

Chairman Selisker made the following announcements:

- The Tri-Hampton subscription service is underway. Tri-Hampton does a great job and is an asset to the community
- April 27<sup>th</sup> the "Move Over-Slow Down" law goes into effect. Merge further away from the first responders, slow to 20 mph below the posted speed limit. It is a \$500 offense for not obeying this new law. Let's do our part to keep our first responders safe.

### **Manager's Report**

- The Township is seeking seasonal employees for the Recreation Department, and Public Works. Applications are online for anyone interested.
- The Township Building will reopen on May 11<sup>th</sup>

- Front Walkway is being replaced using funds from a grant the Township received.
- Inside the Administration Building, many updated changes will be taking place to create a safer work environment.
- To improve yard waste service, Mascaro will now be picking up all yard waste on Saturdays starting May 1<sup>st</sup>. The Township is in the process of preparing to go out for bids next year.

**Solicitor's Report**

Mr. Pizzo announced the Board has met in executive session twice. April 8<sup>th</sup> and tonight April 28<sup>th</sup> before tonight's meeting. The members of the Board, Mr. Pellegrino, Mr. Wert, the Township Engineer, and Mr. Pizzo himself were in attendance. A matter of potential litigation. No official action was taken during the executive session. As a result of that executive session, a special meeting was held on April 15<sup>th</sup> to take action on the potential litigation by rescinding all bids for Sidewalk and ADA improvements along Second Street Pike and Newtown Richboro Road and authorize the rebid of the project.

The second executive session before tonight's meeting was to discuss pending litigation. No official action was taken during the executive session and no action was required at tonight's meeting as a result of the executive session.

**PUBLIC COMMENT**

Chairman Selisker called for public comment.

Joe Johnson, 41 Grant Drive, questioned two grants that were mentioned in the newspaper. Also questioned when Board meetings will be made public again and if the Board has a timeline in mind.

Chairman Selisker stated the Township Manager will respond to Mr. Johnson on the question of the grants. The Board is following the guidelines on public gatherings as directed by the CDC.

The meeting was adjourned at 8:17 p.m.

Respectfully Submitted,

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Frank O'Donnell, Secretary