

PLUMSTEAD TOWNSHIP BOARD OF SUPERVISORS

April 25, 2017

Meeting Minutes

The public meeting of the Plumstead Township Board of Supervisors was held on Tuesday, April 25, 2017 at 7:30 p.m. at the Plumstead Township Municipal Building, 5186 Stump Road, Plumsteadville, PA

Present:

Dan Hilferty

Chair

Nick Lykon

Secretary

Frank Froio

Assistant Secretary/Treasurer

Jonathan Reiss, Esq.

Township Solicitor

Carolyn McCreary

Township Manager

Absent:

Stacey Mulholland

Vice Chair

Brian Trymbiski

Treasurer

Mr. Hilferty called the meeting to order at 7:30 p.m. followed by a moment of silence and the Pledge of Allegiance.

CALENDAR AND ANNOUNCEMENTS: The Veterans Ad Hoc Committee meets on April 26. The Emergency Services Management Committee meets on April 27. The Board of Supervisors Worksession Scheduled for April 27 is cancelled. The Plumsteadville Village Ad Hoc Committee meeting scheduled for May 2 is cancelled. The Parks & Recreation Advisory Committee meets on May 8. Ms. Mulholland and Mr. Trymbiski are attending the annual PSATS conference.

PUBLIC COMMENT: None

SOLICITOR'S REPORT, Jonathan Reiss, Esq.

Mr. Reiss stated he had one item for Executive Session involving a litigation matter that would not require Board action.

DEPARTMENT AND FIRE COMPANY REPORTS: On File

Public Works: Mr. Blead presented the results of the bid openings held on April 11. He also reviewed details of a list of equipment proposed to be placed on the Municibid website for public auction.

Motion by Mr. Froio, seconded by Mr. Lykon to award the bid for ultra-thin bonded wearing course to Midland Asphalt Materials, the lowest responsible bidder in the amount of \$5.52 per square yard for a total bid of \$209,147.28. With no additional comment, all voted in favor 3-0. **Motion** by Mr. Froio, seconded by Mr. Lykon to award the bid for bituminous seal coat to Asphalt Industries, the lowest responsible bidder for a total bid of \$170,153.16. With no additional comment, all voted in favor 3-0.

Motion by Mr. Froio, seconded by Mr. Lykon to award the bid for unleaded regular gasoline to Suburban Heating Oil, the lowest responsible bidder in the amount of \$1.87 per gallon for a total bid of \$84,150.00. With no additional comment, all voted in favor 3-0. **Motion** by Mr. Froio, seconded by Mr. Lykon to award the bid for on-road low sulfur diesel fuel to Suburban Heating Oil, the lowest responsible bidder in the amount of \$1.91 per gallon for a total bid of \$34,380.00. With no additional comment, all voted in favor 3-0. **Motion** by Mr. Froio, seconded by Mr. Lykon to award the bid for the Public Works

shop floor replacement to T. Schiefer Contractors, the lowest responsible bidder in the amount of \$35,900.00. Mr. Lykon asked about heat in the floor, the square footage involved and whether this included the old floor being removed. With no additional comment, all voted in favor 3-0.

Motion by Mr. Froio, seconded by Mr. Lykon to approve the list of items dated 04/21/17 and the mobile speed trailer added verbally by Chief Hasenauer. Mr. Lykon asked if the tractor and mowing attachment are being sold separately, and if the condition of the items is required to be noted. He stated he will bid on some of the items. With no additional comment, all voted in favor 3-0.

Mr. Blead sought Board feedback on the proposed guiderail that will be required on the Dyerstown Road bridge walls to meet current PennDOT safety requirements. Board consensus was to wait for all five members to be present before discussing further.

Chief Hasenauer asked the Board for direction concerning the recent requests for speed studies in North Branch, Moyer Road and Tollgate Road. He advised that the Township's Traffic Engineer estimated the cost for all three to be about \$7,000. He noted that no traffic studies were included in this year's budget. Board consensus was to discuss at the May 9 public meeting.

COMMITTEE MINUTES: On File

ADMINISTRATIVE REPORT, Carolyn McCreary, Township Manager

1. **Authorization Voucher – Donner Pass East Subdivision:** Ms. McCreary presented authorization voucher no. 10, dated 04/12/17 in the amount of \$1,339.55 payable to C. Robert Wynn Associates for construction observation and escrow administration. **Motion** by Mr. Froio, seconded by Mr. Lykon to approve the voucher. With no additional comment, all voted in favor 3-0.
2. **Authorization Voucher – Rite Aid:** Ms. McCreary presented authorization voucher no. 3, dated 04/12/17 in the amount of \$548.93 payable to C. Robert Wynn Associates for construction observation and escrow administration. **Motion** by Mr. Froio, seconded by Mr. Lykon to approve the voucher. With no additional comment, all voted in favor 3-0.
3. **Authorization Voucher – Bailey's Square:** Ms. McCreary presented authorization voucher no. 18, dated 04/12/17 in the amount of \$569.72 payable to C. Robert Wynn Associates for construction observation and escrow administration. **Motion** by Mr. Froio, seconded by Mr. Lykon to approve the voucher. With no additional comment, all voted in favor 3-0.
4. **Arbor Day Proclamation:** Ms. McCreary reminded the Board that the proclamation is a necessary component of the Township's annual Tree City renewal application in addition to the EAC's annual tree planting. **Motion** by Mr. Froio, seconded by Mr. Lykon to approve the proclamation. With no additional comment, all voted in favor 3-0.
5. **Arbor Estates - Request for Public Water Connection:** Ms. McCreary informed the Board that the Township had received a letter from the owner of the mobile home park located on Route 611 to connect to public water service. She indicated that the owner is aware that there may be a developer looking at water availability, but does not want to wait and is willing to consider a separate water main extension to serve the property. She stated she will request a professional services agreement and escrow to cover the professionals' billing for this.

6. Plumstead Baseball: Ms. McCreary informed the Board that Michael Harte had been in contact with her concerning the hitting tunnel PBA wishes to construct at Allohaken Park. She stated that originally they were proposing wood, which the Board and Public Works staff did not believe was appropriate. She noted that Board consensus had been to have PBA work with Public Works on an alternate design. She asked for Board consensus as since that time several Board members expressed concerns about doing anything additional at the park because of negative feedback received from neighbors. The Board consensus was to proceed with the installation of the hitting tunnel once staff approves the design and materials. Ms. McCreary advised that Mr. Harte also requested that the Board consider allowing for the installation of a 6-foot high fence around the hitting tunnel with two locked gates. The Board did not support this proposal.

PAYMENT OF BILLS: **Motion** by Mr. Froio, seconded by Mr. Lykon to approve the bills list dated 04/25/17 and the addendums dated 04/25/17 subject to audit. With no additional comment, all voted in favor. The amounts reported on the bills list are as follows: General Fund - \$80,380.49, and addendums of \$2,379.55 and \$60.00, Water Fund -, \$10,799.93 and addendum of 131.66, Open Space Fund - \$2,565.73, Capital Reserve Fund - \$6,615.61 and addendum of \$500.00, State Liquid Fuels - \$8,452.09, Developers' Escrow Fund - \$9,755.83, \$21,818.39, Construction Escrow Fund - \$4,000.00, Zoning Hearing Board Escrow - \$782.58

APPROVAL OF MINUTES: **Motion** by Mr. Lykon, seconded by Mr. Hilferty to approve the minutes of the 04/11/17 public meeting. With no additional comment, all voted in favor 3-0.

OLD BUSINESS:

Fire Company Audits: Ms. McCreary informed the Board that she forwarded the most recent audited financial statements for the Plumsteadville Volunteer Fire Co. to the Township's auditor, and they responded that their firm would charge \$8,500-\$9,500 for an annual audit. Mr. Lykon made a motion to require the fire departments to have an annual audit every five years. The motion failed for lack of a second. This matter will be placed on the May 9 agenda for further discussion.

Request for Community Building: Ms. McCreary advised the Board that she had met with the Township Manager and Parks & Recreation Director for Doylestown Township concerning their request to use the community building while their municipal complex is under construction. She stated that the normal allocation for programs is 80/20 and they indicated this is just to cover their costs. She noted that Doylestown Township is prepared to offer all programming at the resident rate to Plumstead residents, and an offer was made to provide cleaning supplies, as well as any physical help that might be needed to hold programs there. Ms. McCreary stated that no programs would be permitted on weekends to allow for rentals of the building. Mr. Lykon recommended again that Doylestown Township split their portion of any programming proceeds 50/50 with the Township. Board consensus was to require this for use of the building.

NEW BUSINESS:

Mr. Lykon stated that the Board had received a copy of the Plumsteadville Volunteer Fire Company operating and capital budgets along with a schedule of future capital needs for the next 30 years. He stated that he would like this to be placed on the May 9 agenda, so the Board can review and discuss.

PUBLIC COMMENT: None

ADJOURNMENT: **Motion** by Mr. Froio, seconded by Mr. Lykon to adjourn into Executive Session at 8:17 p.m. With no additional comment, all voted in favor 3-0.

Respectfully submitted,

Carolyn McCreary, Township Manager

Date Approved