

# BRISTOL TOWNSHIP

2501 BATH ROAD  
BRISTOL, PA 19007

April 19, 2018

## COUNCIL MEETING

President Bowen called the meeting to order at 7:05 PM.

Roll Call:	President Bowen	Present
	Vice-President Murphy	Present
	Mr. Antonello	Absent
	Mr. Blalock	Present
	Mr. Glasson	Present
	Mr. Monahan	Present
	Mrs. Wagner	Present

Also Present: William J. McCauley, III, Township Manager; Scott Swichar, Deputy Township Manager; Randall Flager, Township Solicitor; Edward Zanine, Deputy Township Solicitor; Kurt Schroeder, Township Engineer; Randee J. Elton, Township Secretary.

Township Solicitor Randall Flager announced extensive personnel and litigation were discussed in Executive Session prior to the meeting.

Council President Bowen announced monthly reports are available for review in the Township Manager's Office and public comment on land development and official items will be taken during the meeting. In addition, residents may offer general comments at the end of the meeting.

### VOUCHER LIST & MINUTES

A. Call for a motion to approve the outstanding Voucher List and Requisitions for April 19, 2018.

*Motion by Mr. Monahan and seconded by Vice President Murphy to approve the outstanding voucher list and requisitions for April 19, 2018.*

*Motion carried unanimously by a vote of 6-0.*

B. Call for a motion to approve the minutes from the Council Meeting of March 15, 2018.

*Motion by Mrs. Wagner and seconded by Vice President Murphy to approve the minutes from the Council Meeting March 15, 2018. Mr. Glasson was not present at the meeting and abstained from the vote.*

*Motion carried unanimously by a vote of 5-0-1.*

## **PRESENTATIONS AND APPOINTMENTS**

### **A. Appointment of Township Secretary: Consideration to take Appropriate Action.**

Township Manager, Bill McCauley put forth the name of Randee J. Elton for Township Secretary.

*Motion by Vice President Murphy and seconded by Mr. Glasson to appoint Randee J. Elton as Township Secretary.*

### **B. Presentations and Monthly Awards for Exemplary Recycling Performance.**

Deputy Township Manager, Scott Swichar announced the Township will host the annual Spring Clean-Up on Saturday, April 28<sup>th</sup> and Saturday, May 5<sup>th</sup> from 8:00 am to 12:00 pm. Residents, with proof of residency, can dispose of their unwanted household junk and electronics free of charge. Residents requesting more information can contact 267-812-2950.

Yard Waste –Township Yard Waste Program began on April 15<sup>th</sup>. There is no limit to the amount of yard waste for collection. The yard waste cannot be in plastic bags and branches must be cut to 4' or shorter and bundled.

President Bowen presented \$50 Gift Certificates to the Walton Family of Levittown and the Marchesani Family of Levittown for their exemplary recycling efforts.

### **C. Report on the Results of the Financial Operations of 2017.**

Mr. McCauley reported 2017 was another strong year with no fund reserves used for operational expenses. The General Fund surplus for the year beat the projections with Earned Income and, Real Estate Transfer Tax revenues coming in higher than anticipated. Department Heads do a great job with fiscal discipline on expenses, and they also came in lower than projected. All funds beat projections and had a surplus. The ending fund balance, even with transfers to the Debt Service for future Principal and Interest, Capital Fund and Parks and Recreation Fund Streetlight Fund, ended with a surplus balance.

The Sewer Fund has the funds available for the Sewer Plant Expansion, we are waiting on DEP to approve the 537 Plan. The Refuse Fund has a healthy fund balance. Bristol Township has the only free electronic recycling program in the region. The Township will finish paying off the streetlight financing this year in the Street Light Fund. Jessica Fox, Director of Parks and Recreation did a great job with adding a revenue surplus for the first time in the Parks and Recreation fund. The Township keeps producing results.

## **ORDINANCES AND RESOLUTIONS**

### **A. A Resolution Authorizing the Submission of Traffic Signal Approval Forms TE-160 for Permit 61-0538 New Rodgers Road and Otter Street: Consideration to Adopt.**

Township Engineer Kurt Schroeder explained the application is for the new Wawa proposed on State Road for signal upgrades.

*Motion by Mr. Monahan and seconded by Vice President Murphy Approving the application submission.*

*Motion carried unanimously by a vote of 6-0.*

B. A Resolution Authorizing the Submission of Traffic Signal Approval Forms TE-160 for Permit 61-0537 New Rodgers Road and State Road/Rohm & Haas Driveway: Consideration to Adopt.

Mr. Schroeder explained the application is for the new Wawa proposed on State Road for signal upgrades.

*Motion by Mr. Glasson and seconded by Vice President Murphy Approving the application submission.*

*Motion carried unanimously by a vote of 6-0.*

C. A Resolution Authorizing the Submission of Traffic Signal Approval Forms TE-160 for Permit 61-0423 Mill Creek Parkway and Haines Road: Consideration to Adopt.

Mr. Schroeder explained this is part of a Green Light Go Grant for a signal replacement.

*Motion by Mrs. Wagner and seconded by Mr. Monahan Approving the application submission.*

*Motion carried unanimously by a vote of 6-0.*

D. A Resolution Authorizing the Submission of Traffic Signal Approval Forms TE-160 for Permit 61-0717 State Road and Cedar Avenue: Consideration to Adopt.

Mr. Schroeder explained this is part of a Green Light Go Grant for a signal replacement.

*Motion by Mr. Blalock and seconded by Mr. Glasson Approving the application submission.*

*Motion carried unanimously by a vote of 6-0.*

E. A Resolution Authorizing the Submission of Traffic Signal Approval Forms TE-160 for Permit 61-1725 Radcliffe Street and Randall Street: Consideration to Adopt.

Mr. Schroeder explained this is part of a Green Light Go Grant for a signal replacement.

*Motion by Mr. Monahan and seconded by Vice President Murphy Approving the application submission.*

*Motion carried unanimously by a vote of 6-0.*

F. A Resolution Authorizing a Reserved Handicap Parking Area at 5721 Fleetwing Drive, Levittown: Consideration to Adopt.

Mr. McCauley explained this has been a request by the resident for a reserved handicap parking area in front of their house. The applicant will pay for the pole and the sign installation.

*Motion by Vice President Murphy and seconded by Mr. Wagner Approving the Resolution.*

*Motion carried unanimously by a vote of 6-0.*

G. A Resolution Authorizing a Reserved Handicap Parking Area 5807 Fleetwing Drive, Levittown: Consideration to Adopt.

Mr. McCauley explained this has been a request by the resident for a reserved handicap parking area in front of their house. The applicant will pay for the pole and the sign installation.

*Motion by Vice President Murphy and seconded by Mr. Monahan Approving the Resolution.*

*Motion carried unanimously by a vote of 6-0.*

H. A Resolution Authorizing the Acceptance from Croydon State LLC c/o Redwood Real Estate Group of a Contribution “In Lieu of” Payment for Future Traffic Signal Modernization: Consideration to Adopt.

Mr. McCauley explained PennDOT was requesting improvements to the traffic signal by the developer during their land development. The developer advised they did not have the funds for the entire project. PennDOT suggested the Township take a “fee in lieu” of for \$20,000 to be used as a match for a Green Light Go Grant application the Township will submit. The resolution does state the Township is not obligated to make the improvements if the grant is not funded.

*Motion by Mrs. Wagner and seconded by Vice President Murphy Approving the Resolution and Authorizing the Acceptance of “In Lieu of” Payment for Future Traffic Signal Modernization.*

*Motion carried unanimously by a vote of 6-0.*

I. A Resolution Approving and Authorizing the Council President to Execute the Continuing Disclosure Agreement with Delaware Valley Regional Finance Authority: Consideration to Adopt.

Mr. McCauley explained this is a modification to the Continuing Disclosure Agreement changing the date of submission to September to ensure the Township Audit has been completed.

Larry Mascia asked for clarification of the disclosure requirements.

*Motion by Mr. Glasson and seconded by Mr. Monahan Approving and Authorizing the Council President to Execute the Continuing Disclosure Agreement with Delaware Valley Regional Finance Authority.*

*Motion carried unanimously by a vote of 6-0.*

### **REPORT FROM TOWNSHIP MANAGER**

Mr. McCauley spoke of the public comments from Officer Reilly, President of the PBA, at last month’s council meeting. Mr. McCauley expressed his concerns with Officer Reilly’s personal attack on a Civil Service Commission member. The member volunteers his time to serve the

Township for no pay. There is no conflict because this member frequents a Council member's place of business, nor does a past DUI conviction make him ineligible or unfit to serve. Mr. McCauley stated that Officer Reilly's objections to the "Rule of Three" were baseless as it exists not only in the Bristol Township Code, but the First-Class Township Code as well.

Mr. McCauley advised the Township opened the bids for Cedar Avenue Park this week and they are under review and a Notice of Intent to Award was issued to the apparent low bidder and this should be on for award at the next Council meeting.

Mr. McCauley advised he accepted a proposal for the Wastewater Treatment Plan Generator that we received grant funding. The generator is being purchased through COSTARS, piggybacking on a State contract, therefore no bidding was required.

Mr. McCauley announced Scott Swichar has resigned from Bristol Township and has taken the position of Township Manager in East Fallowfield, Chester County. Mr. McCauley stated Mr. Swichar has been an integral part of the success the Township had over the past several years. Mr. Swichar was involved in implementing and recommending the new trash and recycling program that has been exceptionally successful. Mr. Swichar oversaw the sewer department and brought it into compliance, a remarkable accomplishment. Mr. Swichar also implemented the Township Facebook page. Mr. McCauley wishes him well on his new endeavors.

Mr. McCauley and President Bowen presented Mr. Swichar with a plaque for his service and dedication to Bristol Township.

#### **REPORT FROM TOWNSHIP SOLICITOR**

Mr. Flager thanked Mr. Swichar for his work and wished him well.

#### **NEW BUSINESS**

- A. Bristol Township School District (c/o Melanie Gehrens, Superintendent), 6401 Mill Creek Road, Levittown, requesting Preliminary & Final Land Development approval for property located at 5 Blue Lake Road, Levittown (Tax Parcel #5-36-400) in order to redevelop a portion of a 58.8-acre site into the school district's administration and operations center in a R-3 Residential zoned district of Bristol Township: Consideration to take Appropriate Action.

Tim Duffy, Solicitor for the School District, and Glenn Harris, Registered Landscape Architect, presented the proposed development.

The Preliminary/Final Land Development Plans propose a new parking area design around the renovated building along with a support facility building and storage buses along with bus fueling station. Both buildings on the lot are currently schools and the renovated building will be used for Administration and Operations, considered part of the school use. The applicant is proposing one underground infiltration system and two above ground detention systems. The site will also contain two renovated baseball fields.

Mr. Duffy reviewed the Gilmore Associates review letter dated December 22, 2017. Mr. Duffy reviewed the waivers requested.

Mr. Schroeder asked for clarification of the waiver requested from the requirement that metal pins be set except where concrete monuments are required. Mr. Duffy and Mr. Harris expressed the waiver request is to place pins along property lines where construction is occurring and not the entire site. A discussion took place on the request. Mr. Duffy made the waiver request for place of pins only.

A discussion took place on deliveries and loading and unloading for the proposed administration building. Mr. Duffy and Mr. Harris advised they can provide a pull off area off the existing driveway for incidental truck deliveries.

A discussion took place on the existing pedestrian crosswalk connecting Truman High School and the reconstructed baseball fields, and the requirement of upgrading the sidewalk to make it ADA compliant. The School District is proposing to remove the sidewalk because of the +/-14' elevation difference in grade and the extensive ramp work that would be required for compliance. The accessible route is proposed from the ball fields to Green Lane to Truman High School, all areas have existing sidewalks. Discussion continued on the drop off area and parking by the ball fields with the removal of the connecting sidewalk. The School District agreed to modify the plan and reconfigure the parking area and include a turnaround.

Discussion took place on sidelines and backstop distances and the School District stated they will comply with PIAA standards and reach out to them for plan review and compliance or plans will be adjusted to meet PIAA standards.

Mr. Duffy advised all other review letter comments were will comply.

*Motion by Mrs. Wagner and seconded by Mr. Monahan to Approve the Application of Bristol Township School District for Preliminary and Final Land Development Approval for property located 5 Blue Lake Road, Levittown, (Tax Parcel #5-36-400) in order to redevelop a portion of a 58.8-acre site into the school district's administration and operations center in a R-3 Residential Zoned District subject to revisions in a form acceptable to legal counsel and Township Engineer.*

*Motion carried unanimously by a vote of 6-0.*

B. Bids for 2018 Curb Ramp Program: Consideration to Accept.

Mr. Schroeder detailed bids were opened on March 26<sup>th</sup>. Gilmore Associates is recommending the low bidder, ABC Constriction Company be awarded the bid in the amount of \$462,929.72.

*Motion by Mr. Glasson and seconded by Mrs. Wagner to Accept the Bid from ABC Construction in the amount of \$462,929.72.*

*Motion carried unanimously by a vote of 6-0.*

C. Bids for 2018 Milling and Paving Program: Consideration to Accept.

Mr. Schroeder reported bids were opened on April 12<sup>th</sup>. Gilmore Associates is recommending the low bidder, General Asphalt Paving Company be awarded the bid in the amount of \$536,042.90.

*Motion by Vice President Murphy and seconded by Mrs. Wagner to Accept the Bid from General Asphalt Paving Company in the amount of \$536,042.90.*

*Motion carried unanimously by a vote of 6-0.*

**OTHER BUSINESS**

Mr. McCauley recognized the Public Works Department on a job well done this winter season and the many snow storms, and will invite them in next month for public recognition.

**COMMENTS FROM COUNCIL MEMBERS**

Mr. Glasson asked Mr. McCauley if the Glasson Grants could be increased. Mr. McCauley stated they could be increased if Council would like to increase them.

*Motion by Mr. Glasson and seconded by Vice President Murphy to increase the Glasson Grants to the Fire Companies and Rescue Squads from to \$20,000 to \$25,000. Motion carried unanimously by a vote of 6-0.*

President Bowen thanked Public Works and Township Administration for all their hard work during the many nor'easter snow storms this past winter season.

**OPPORTUNITY FOR RESIDENTS TO ADDRESS COUNCIL**

Sylvia Farley, 214 Stoneybrook Court, Middletown Township, former Bristol Township resident presented Council with a proposed development in Middleton Township adjacent to Bristol Township and her stormwater concerns.

John McClay, 2740 Avenue B, spoke of possible economic development initiatives in Bristol Township.

West Rexler, 504 Western Ave, spoke of issues not pertaining to Township business and various conspiracy theories regarding the Township.

*Mrs. Wagner made a motion to adjourn the meeting. Motion carried unanimously by a vote of 6-0. The meeting was adjourned at 9:12 pm.*

Respectfully Submitted,

Randee J. Elton  
Secretary

## **RECAP APRIL 19, 2018 COUNCIL MEETING**

1. Approved Voucher List and Requisitions from April 19, 2018.
2. Approved the March 15, 2018 Council Meeting Minutes.
3. Appointed Randee J. Elton as Township Secretary.
4. Presented Monthly Awards for Exemplary Recycling Performances.
5. Presentation on Results of the 2017 Financial Operations.
6. Approved Resolution 2018-32 Authorizing the Submission of Traffic Signal Approval Forms TE-160 for Permit 61-0538 New Rodgers Road and Otter Street.
7. Approved Resolution 2018-33 Authorizing the Submission of Traffic Signal Approval Forms TE-160 for Permit 61-0537 New Rodgers Road and State Road/Rohm & Haas Driveway.
8. Approved Resolution 2018-34 Authorizing the Submission of Traffic Signal Approval Forms TE-160 for Permit 61-0423 Mill Creek Parkway and Haines Road.
9. Approved Resolution 2018-35 Authorizing the Submission of Traffic Signal Approval Forms TE-160 for Permit 61-0717 State Road and Cedar Road.
10. Approved Resolution 2018-36 Authorizing the Submission of Traffic Signal Approval Forms TE-160 for Permit 61-1725 Radcliffe Street and Randall Street.
11. Approved Resolution 2018-37 Authorizing a Reserved Handicap Parking Area at 5721 Fleetwing Drive, Levittown.
12. Approved Resolution 2018-38 Authorizing a Reserved Handicap Parking Area at 5807 Fleetwing Drive, Levittown.
13. Approved Resolution 2018-39 Authorizing the Acceptance from Croydon State LLC c/o Redwood Real Estate Group for a Contribution “In Lieu of” Payment for Future Traffic Signal Modernization.
14. Approved Resolution 2018-40 Authorizing the Council President to Execute the Continuing Disclosure Agreement with Delaware Valley Regional Finance Authority.
15. Approved Resolution 2018-41 for Preliminary & Final Land Development for Bristol Township School District located at 5 Blue Lake Road, Levittown to redevelop a portion of a 58.8-acre site into the school district’s administration and operations center.



16. Accepted the Township's Engineer's Recommendation for the 2018 Liquid Fuels Curb Ramp Program Bid be Awarded to ABC Construction Co., Inc. for a total contract amount of \$462,929.72.
17. Accepted the Township's Engineer's Recommendation for the 2018 Liquid Fuels Milling and Paving Program Bid be Awarded to General Asphalt Paving Company, Inc for a total contract amount of \$536,042.90.

Meeting was adjourned at 9:12 pm.