

BRISTOL TOWNSHIP

2501 BATH ROAD
BRISTOL, PA 19007

March 23, 2016

COUNCIL MEETING

President Bowen called the meeting to order at 7:14 PM.

Roll Call:	President Bowen	Present
	Mr. Allen	Present
	Mr. Antonello	Present
	Mr. Glasson	Present
	Vice President Longhitano	Present
	Mr. Monahan	Present
	Mrs. Murphy	Present

Council President Bowen announced that the 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.

Council President Bowen stated matters of personnel and litigation items were discussed in executive session prior to the meeting.

VOUCHER LIST & MINUTES

- A. Call for a motion to approve the outstanding Voucher List and Requisitions for March 23, 2016.

Motion by Mrs. Murphy and seconded by Mr. Glasson to approve the outstanding voucher list and requisitions for March 23, 2016.

Motion carried unanimously by a vote of 7 – 0.

- B. Call for a motion to approve minutes from the Council Meeting on February 18, 2016.

Motion by Ms. Longhitano and seconded by Mr. Allen to approve the minutes from the Council Meeting on February 18, 2016.

Motion carried unanimously by a vote of 7 – 0.

COMMENDATIONS, PRESENTATIONS and REPORTS

A. Presentation of Certificates of Commendations for exemplary recycling efforts.

Deputy Township Manager Scott Swichar congratulated the residents of Bristol Township for increasing recycling totals for the second straight year.

Mr. Swichar announced that the 2016 Spring Clean-Up Weekend will be on Saturday May 14 and Sunday May 15 from 8:00am to 12:00pm. This free event is provided for Bristol Township residents to dispose of their unwanted household junk, recyclables, appliances and electronics at the Municipal Building. Mr. Swichar reminded residents to bring identification proving township residency.

President Bowen asked if Bucks County was hosting a Hazardous Waste event for paint disposal.

Mr. Swichar stated the Hazardous Waste Event will be on May 28 from 9am to 3pm at Harry Truman High School.

Mr. Swichar stated that yard waste collection will begin on April 15. The Township will sell yard waste containers to residential customers for \$2, however, there is a limit of one container for each residence.

Mr. Swichar stated there was a limit of one (1) container per household. The Township has 6,500 containers available and will consider selling additional containers to residents based on availability.

Township Manager McCauley stated that the spring and fall Clean-Up programs are new services that the Township has provided since the Waste Management contract went into effect. The provision of the yard waste containers is also a new service being offered to residents.

B. Presentation on 2016 Action Plan from Community Development.

Community Development Director Thomas McDermott presented the 2016 Action Plan Application

Mr. McDermott stated that Bristol Township is considered an entitlement city and is eligible to apply for the entitlement program since it has more than 50,000 residents. Bristol and Bensalem Townships are the only municipalities in Bucks County eligible to administer their own program, and all other municipalities apply directly through Bucks County. Mr. McDermott stated that Bensalem's funding is less than that of Bristol Township because of the formula ratios. Bensalem has joined the Bucks County program to administer some of their programs and reports.

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Previously the income calculations were based on the 10 year census. As of July 1, 2014, it is required to follow the American Survey Census. Based on this new eligibility calculation, it has changed the map of eligible service areas. Mr. McDermott stated that Third District Fire Company is no longer eligible for funding because they do not meet the 51% or greater threshold.

Project Manager/Operations Analyst Randee Elton stated that Bristol Township will receive \$529,677 for their 2016 allocation, \$20,000 is from program income, and also have \$843,588 available from prior year funding. The Community Development department has been corresponding with HUD concerning 2012 and 2013 funding. HUD has been questioning the eligibility of funding certain activities. All activities have been previously funded and approved, however, there was a hold on 2013 fiscal year spending. Both 2014 (October, 2014) & 2015 (November, 2015) fiscal year monies were received late in the year which explains the large amount of prior year funding. Ms. Elton stated that funding must be spent within two years. Councilwoman Murphy asked if the \$843,588 was already allocated to projects. Ms. Elton stated that \$843,588 was not allocated to projects even though the funds were given to the Township. However, the Township was told not to spend these funds. Ms. Elton stated that one eligible project would be the acquisition of the former Miller Trailer Park site which would cost approximately \$663,500, as well as investing \$94,000 toward park improvements. \$78,000 could also be allocated toward Slum & Blight for appraisals to blighted properties, demolition costs, acquisition expenses and debris removal and cleanup.

Mr. McCauley stated that by using HUD funds, rather than open space funds to acquire the former Miller Trailer Park, the Township would not have to incur the 20% match. In addition, the Township could use Open Space money for the acquisition of other parcels.

Councilman Antonello asked if it was still necessary to sell Sunbury Farms since the proceeds were to be used as the match to purchase the former Miller Trailer Park site.

Mr. McCauley stated that the Township was originally going to use the proceeds from Sunbury Farms toward the match and Council could consider using the proceeds as the match toward other open space projects.

Mr. McCauley stated that there are a few properties that border the Municipal complex and the Township could consider purchasing these properties.

Ms. Elton stated that different community organizations applied for funding, including the Newportville Fire House which is requesting renovations to the Fire House, such as installation of non-slip flooring, a new heating system, insulation, repair of their meeting room, replacement and upgrade of firefighting equipment; Better Homes Inc., which is requesting is renovations to rental properties at Green Lawn Park and the Bloomsdale/Fleetwing neighborhoods as well as additional lighting and security cameras at their properties.

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Bucks County Emergency Homeless Shelter, which operates 365 days a year, 24 hours per day is at full capacity submitted a funding request—to replace HVAC units, replace ceiling tiles, and paint. No Longer Bound, a neighborhood nonprofit in the Greenlawn Park section requested funding to install a new building fire alarm, telephone, and emergency lighting. Refuge Childcare Academy, a childcare & afterschool tutoring program requested funding to expand the Lafayette grade school.

Councilman Glasson questioned whether the \$78,000 allocated for Slum & Blight was capped or whether additional funds could be used. Ms. Elton stated additional funds could be used and \$78,000 was allocated to comply with the two-year time limit.

President Bowen asked if emergency repairs, such as an oil heater replacement would fall under the emergency repair allocation. Mr. McDermott stated yes.

Councilman Antonello asked if the Emergency Funds remain in the account until it is needed. Mr. McDermott stated that there are applications already on file and emergency situations receive the highest priority. Priority is also given to certain census and income levels.

Ms. Elton stated that the 2016 Action Plan works in the same manner as an actual budget so that funds that are not used in 2016 will be presented in the 2017 Action Plan. The funding rolls over to the following year.

President Bowen asked if a motion was necessary.

Mr. McDermott stated that if a motion is approved, HUD would consider this as an approval from Council for the 2016 Action Plan.

Motion by Vice President Longhitano and seconded by Mr. Antonello to approve the 2016 Action Plan.

Motion carried unanimously by a vote of 7 – 0.

ORDINANCES AND RESOLUTIONS

- A. A Resolution Authorizing Application to the 2016 PECO Green Region Open Space Program Toward the Purchase of the Former Miller Trailer Park Site: Consideration to Approve.

Mr. McCauley stated the Township pursues grant opportunities and originally the grant was intended as a match for the Open Space grant, however the funding could also offset community development funding.

Motion by Mrs. Murphy and seconded by Mr. Glasson Authorizing Application to the 2016 PECO Green Region Open Space Program toward the Purchase of the Former Miller Trailer Park Site.

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Motion carried unanimously by a vote of 7 – 0.

- B. A Resolution in Support of Participation in the Delaware Valley Regional Planning Commission's Transportation and Community Development Initiative (TCDI) Grant Program: Consideration to Approve

Mr. McCauley stated the application is for a \$80,000 Grant as the Bucks County Planning Commission would receive these funds to review the Township's Zoning Ordinances in light of the construction of the I-95 and PA Turnpike connection as well as the Route 413 and 13 construction projects. The total cost of the project is \$100,000 with a \$20,000 match and the County has offered to split the match.

President Bowen stated he supports the application considering the new development in the township.

Motion by Mr. Monahan and seconded by Mr. Allen to approve a Resolution in Support of Participation in the Delaware Valley Regional Planning Commission's Transportation and Community Development Initiative (TCDI) Grant Program.

Motion carried unanimously by a vote of 7 – 0.

- C. A Resolution of Support for the Amendment of The Sterling Act to Allow Townships with Residents Working in the City of Philadelphia to Keep their Share of the Earned Income Tax in the Home Municipality: Consideration to Adopt.

Motion by Mr. Antonello and seconded by Vice President Longhitano to Approve a Resolution of Support for the Amendment of The Sterling Act to Allow Townships with Residents Working in the City of Philadelphia to Keep their Share of the Earned Income Tax in the Home Municipality.

Motion carried unanimously by a vote of 7 – 0.

REPORT FROM TOWNSHIP MANAGER

Mr. McCauley stated that as required by law the Township closed their financial books on February 29, 2016 for the 2015 fiscal year and that the preliminary unaudited numbers look very good especially considering the fact that the Township lost significant revenue in Earned Income Taxes (EIT) to Middletown with the adoption of the EIT. Mr. McCauley will report on the 2015 financial results next month and the Township's EIT revenues could decrease further as a result of an EIT implementation in Bensalem. Mr. McCauley stated the Township had another strong year and the Department Heads did a great job managing their 2015 budgets.

Mr. McCauley stated that if the legislature would amend the Sterling Act the Township could see an additional \$385,000 in revenue from Township residents working in Philadelphia.

REPORT FROM TOWNSHIP SOLICITOR

Township Solicitor Randall Flager stated Council had authorized him at the February 18 meeting to send a proposal to change the Township's Zoning Ordinance to the Planning Commission. Mr. Flager recommends the hiring of Hangle, Aronchick, Segal, Pudlin & Schiller for an amount not to exceed \$30,000, to provide legal analysis regarding the proposed zoning ordinance changes concerning recovery homes.

Mr. Flager stated a motion is in order to hire Hangle, Aronchick, Segal, Pudlin & Schiller.

Motion by Vice President Longhitano and seconded by Mr. Antonello to hire the firm of Hangle, Aronchick, Segal, Pudlin & Schiller.

Motion carried unanimously by a vote of 7 – 0.

Mr. McCauley stated he has the final bill for the 2015 Milling & Paving contract with James D. Morrissey. As Council is aware, Bristol Township has the best Milling & Paving program in Bucks County and Morrissey has been a great partner in this project. Mr. McCauley requested that Council approve the payment, which has already been approved by the Township Engineer, in the amount of \$337,601.55.

Motion by Mr. Glasson and seconded by Mr. Allen to approve final payment in the amount of \$337,601.55 to James D. Morrissey for the 2015 Road Milling and Paving Project.

Motion carried unanimously by a vote of 7 – 0.

NEW BUSINESS

- A. Application of Salvation Army Community Center requesting a Waiver of Land Development for property located at 215 Appletree Drive (Tax Parcel # 05-048-036) in order to construct a 1,921 square foot building addition in an R-3 Residential zoned district of Bristol Township: Consideration to Take Appropriate Action

Erin McCloskey, Urban Engineers, on behalf of their client the Salvation Army of 215 Appletree Drive, T.M.P #05-048-036 stated the applicant plans to expand the office section of the existing building by constructing a 1,921 square foot addition which includes office and storage space on the main floor level as well as garage storage space at the basement level.

The applicant is requesting a waiver from the Land Development process.

Mr. Flager asked if they were prepared to agree and sign the prepared Resolution.

Martin Droz, Divisional Architect for the Salvation Army, stated that on behalf of the applicant they are in agreement with all provisions set forth in the prepared Resolution.

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Township Engineer, Kurt Schroeder, stated the request is for a waiver of the land development process.

Councilman Glasson questioned whether the water basins were adequate given the extensive drop-off between the two properties.

Mr. Schroeder stated that the water issue would be adequately addressed.

President Bowen questioned the size of the sewer main. Ms. McCloskey said the system is owned by Lower Bucks Joint Municipal Authority and they are not sure about the size of the main.

Tom Barton, Aster Lane, commented on the water drainage for the storm water management on Arbor Lane. Mr. Schroeder stated the storm water issues will be adequately addressed by their facilities.

Motion by Mr. Monahan and seconded by Mrs. Murphy to Approve Application of Salvation Army Community Center requesting a Waiver of Land Development for property located at 215 Appletree Drive (Tax Parcel # 05-048-036) in order to construct a 1,921 square foot building addition in an R-3 Residential zoned district of Bristol Township.

Motion carried by a vote of 6 – 0 with Councilman Glasson abstaining due to a potential conflict of interest.

Councilman Antonello commended the efforts of the Salvation Army and thanked them for being in Bristol Township.

A. Request from AAMCO Transmission Center dated March 8, 2016 for an Escrow Release for the Site Improvements: Consideration to take Appropriate Action.

Mr. Schroeder stated that the request is for an escrow release from AAMCO Transmission Center located at 2520 Durham Road dated March 8, 2016 in the amount of \$224,292.15 based on actual site conditions of work being satisfactorily completed per the approved plans.

Motion by Mrs. Murphy and seconded by Mr. Glasson for Escrow Release in the amount of \$224,292.15 for AAMCO Transmission Center.

Motion carried unanimously by a vote of 7 – 0.

B. Bids for Stone and Asphalt: Consideration to Accept.

Mr. McCauley reported that the Township, once again, participated in the Bucks County Consortium Joint Bidding Program. It is the recommendation of the Interim Public Works Director to award all stone needs and PSP cold patch materials to Eureka Stone Quarry. It is also

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recommended to award 9.5 Super Pave Material to Walter E. Earle as 95% of the materials purchased will be picked up by Township employees. Travel time and fuel is factored to determine the low bid. Mr. Antonello asked if Walter E. Earle would be providing the asphalt and if they were located in New Jersey.

Mr. McCauley stated that Walter E. Earle would provide the 9.5 Super Pave Material from their Pennsylvania plant.

Motion by Mr. Monahan and seconded by Mr. Allen to accept the low bid of Eureka Stone Quarry for all stone needs and PSP cold patch and the low bid of Walter E. Earle for Super Pave 9.5 for the 2016-2017 Asphalt & Stone bid. .

Motion carried by a vote of 6 – 0 with Councilman Antonello abstaining due to a conflict of interest.

C. Bids for Signs & Posts: Consideration to Accept.

Mr. McCauley stated that the Township of Northampton on behalf of the Bucks County Consortium received the 2016-2017 Sign Materials & Post Bids. It is the recommendation of the Interim Public Works Director that the award be split among the bidders to the lowest qualified vendor.

Reflective letters would be awarded to the low bid of Custom Products, High Intensity Prismatic reflective sheeting to the low bid of US Municipal, Sign Posts & Hardware to the low bid of Chemung Supply and Finished Signs, Sign Blanks, E.C. Transparent overlay film-1170 series to the low bid of Garden State Hwy.

Motion by Mr. Allen and seconded by Mr. Monahan to split the award of the 2016-2017 Sign & Post Bid among the low bidders to the lowest qualified vendor.

Motion carried unanimously by a vote of 7 – 0.

OTHER BUSINESS

Mr. Schroeder stated that the 2016 Milling & Paving Project bids were opened this week and the Township received six bids ranging from \$1.8 million to \$3.68 million for 14 miles of road paving.

The apparent lowest bidder was General Asphalt at a bid of 1,806,240.63. Mr. Schroeder recommended that Council issue a Notice of Intent to Award as part of the Responsible Contractor Ordinance. He stated there will be a determination review period to ensure the contractor meets the qualifications of the Responsible Contractor Ordinance.

Mr. Schroeder stated if the 2016 contract is awarded to General Asphalt, then construction will begin in May and residents will be notified about curb replacement.

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Mr. Antonello asked if the road list had been made public. Mr. Schroeder stated the list has been changed and he will make sure the residents have the updated list.

Barbara Bill, of Elford Road, asked if the potholes along Haines Road could be fixed

Mr. Glasson wished everyone a Happy Easter and stated that Levittown Fire Company #2 and Newportville Fire Company will be selling Easter flowers. He encouraged residents to support their local fire companies.

Mr. Bowen stated that Welcome Home Vietnam Veterans Day is on Saturday April 2 and residents should consider attending the event from 7:00pm to 9:00pm at 800 Coates Avenue.

The Township Administrative Offices will be closed in observance of Good Friday on March 25.

The School District's Budget Meeting will be held on March 29 at 7:00pm at the Ben Franklin Building and another meeting is scheduled for April 12.

Vice President Longhitano wished everyone a Happy Easter.

President Bowen warned residents to be cautious about a scam concerning the removal of oil tanks. He urged residents to be diligent, ask questions and get a second opinion if they need to remove their tank.

Mr. Glasson stated that if an oil sample is taken too close to where the oil is filled, then they will definitely get a positive sample and should get a second opinion.

Tom Barton, of Arbor Lane, stated that the School Board will hold a meeting on March 30 concerning Parks & Recreation.

OPPORTUNITY FOR RESIDENTS TO ADDRESS COUNCIL

Ken Smith, of 1005 Grieb Ave, stated that Public Works came out and placed a new head wall which is below sea level and unblocked the pipe and now with the ships passing the inlet is blocked again. He asked that the issue not be forgotten since Mr. Lawson is no longer an employee of Bristol Township. President Bowen asked if the inlet works when it is clean. Mr. Smith stated yes.

West Rexler, of Western Ave, asked about the purchase of Miller Trailer Park and what funds will be used. He asked if the property was still contaminated. He questioned if the Township was involved in an attempt to sell the property.

Vice President Longhitano stated that converting the former trailer park into open space would be ideal.

Mr. Rexler asked Mr. Antonello and Mr. Allen if they received meeting information this month. He questioned the amount of the lowest bid stated earlier in the meeting.

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Motion by President Bowen and seconded by the entire Council to adjourn the meeting. Motion carried unanimously by a vote of 7-0.

The meeting was adjourned at 8:49 pm.

RECAP OF MARCH 23, 2016 TOWNSHIP COUNCIL MEETING

1. Approved the outstanding Voucher List and Requisitions from March 23, 2016.
2. Approved the February 18, 2016 Council Meeting Minutes.
3. Presented Monthly Awards for Exemplary Recycling Performance.
4. Motion to Proceed with the 2016 Action Plan-Community Development.
5. Approved a Resolution Authorizing Application to the 2016 PECO Green Region Open Space Program Toward the Purchase of Former Miller Trailer Park Site.
6. Approved a Resolution in Support of Participation in the Delaware Valley Regional Planning Commission's Transportation and Community Development Initiative (TCDI.)
7. Approved a Resolution of Support for the Amendment of The Sterling Act to Allow Townships with Residents Working in Philadelphia to Keep their Share of the Earned Income Tax in the Home Municipality.
8. Approved Motion to Retain the Law Firm of Hangley Aronchick Segal Pudlin & Schiller.
9. Approved Motion for Final Payment #6 to James D. Morrissey in the amount of \$337, 601.55 for the 2015 Road Paving Program.
10. Approved an Application of Salvation Army Community Center requesting a Waiver of Land Development for property located at 215 Appletree Drive (Tax PARCEL #05-048-036) in order to construct a 1,921 square foot building addition in an R-3 Residential zoned district.
11. Accepted Low Bids for Stone and Asphalt.
12. Accepted Low Bids for Signs & Posts.
13. Approved the Request from AAMCO Transmission Center dated March 8, 2016 for an Escrow Release in the amount of \$224,292.15.
14. Meeting Adjourned 8:49 p.m.