

BRISTOL TOWNSHIP

2501 Bath Road
Bristol, PA 19007

January 23, 2019

COUNCIL MEETING

President Bowen called the meeting to order at 7:10 PM.

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

Also Present: William J. McCauley, III, Township Manager; Adam Flager, Township Solicitor; and Randee J. Elton, Deputy Township Manager & Township Secretary.

Township Solicitor Adam Flager announced personnel and litigation matters 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.

Council President Bowen also welcomed Boy Scout Troop 456 tonight to the meeting, as they are working on their Citizen of the Community Badge.

VOUCHER LIST & MINUTES

- A. Call for a motion to approve the outstanding Voucher List and Requisitions for January 23, 2019.

Motion by Mr. Antonello and seconded by Mrs. Wagner to approve the outstanding voucher list and requisitions for January 23, 2019. Motion carried by a vote of 6-0.

- B. Call for a motion to approve the minutes of the Township Council Meeting of December 20, 2018.

Motion by Mrs. Wagner and seconded by Mr. Glasson to approve the minutes from the December 20, 2018 Council Meeting. Motion carried by a vote of 6-0.

PRESENTATIONS AND APPOINTMENTS

- A. Presentations of Monthly Awards for Exemplary Recycling Performance.

President Bowen presented a \$50 Gift Certificate to the Fisher and Gross Families of Levittown for their exemplary recycling efforts.

- B. State of the Township: 2018 Year in Review.

Vice President Murphy presented the State of the Township Year in Review for 2018. The document can be viewed and downloaded from the Township website.

- C. Vacancy on the Environmental Advisory Committee: Consideration to Appoint.

Motion by Mrs. Wagner and seconded by Mr. Glasson to appoint Dominic Filanowski, II for a five-year term. Motion carried by a vote of 6-0.

- D. Vacancy on the Vacant Property Review Committee: Consideration to Appoint.

Motion by Vice President Murphy and seconded by Mr. Antonello to appoint Jeff Darwak. Motion carried by a vote of 6-0.

- E. Vacancy on the Planning Commission: Consideration to Appoint.

Motion by Mr. Blalock and seconded by Mr. Antonello to appoint John Greer, III for a five-year term. Motion carried by a vote of 6-0.

- F. Vacancy on the Zoning Hearing Board: Consideration to Appoint.

Motion by Vice President Murphy and seconded by Mr. Glasson to appoint James McMahan for a five-year term. Motion carried by a vote of 6-0.

ORDINANCES AND RESOLUTIONS

Ms. Mahaley, Community Development Director, presented and recommended the following seven properties to Council for blight. These properties have been presented to the Vacant Property Review Committee and Planning Commission.

- A. A Resolution Declaring 2007 Spencer Drive Tax Map 05-009-363, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.
- B. A Resolution Declaring 1328 Ashby Lane Tax 05-061-278, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.
- C. A Resolution Declaring 4 Schoolhouse Lane Tax Map 05-072-308, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.
- D. A Resolution Declaring 2513 Woodlawn Drive Tax Map 05-024-133, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.

- E. A Resolution Declaring 290 Magnolia Drive Tax Map 05-046-182, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.
- F. A Resolution Declaring 5605 Toga Street Tax Map 05-065-120, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.
- G. A Resolution Declaring 1100 Thistle Street Tax Map 05-065-127, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.

Motion by Mrs. Wagner and seconded by Mr. Antonello to the seven Resolutions to Blight the properties as recommended by the Vacant Property Review Committee, the Planning Commission and staff. Motion carried by a vote of 6-0.

- H. A Resolution Authorizing the Acceptance of a Redevelopment Authority Municipal Grant for the Wistar Road Bridge Deck Replacement in the amount of \$300,000.00: Consideration to Adopt.
- I. A Resolution Authorizing the Acceptance of a Redevelopment Authority Municipal Grant for Traffic Signal Upgrades in the amount of \$135,000.00: Consideration to Adopt.
- J. A Resolution Authorizing the Acceptance of a Redevelopment Authority Municipal Grant for the Municipal Complex Expansion in the amount of \$134,450.23: Consideration to Adopt.
- K. A Resolution Authorizing the Acceptance of a Redevelopment Authority Municipal Grant for the Croydon Fire Company Generator Replacement in the amount of \$50,000.00: Consideration to Adopt.

Mr. McCauley explained to Troop 456 these are funds generated from Parx Casino and administered through the Bucks County Redevelopment Authority in grants to municipalities in the vicinity of Parx.

Motion by Mrs. Wagner and seconded by Mr. Blalock to accept the four Redevelopment Authority Municipal Grants. Motion carried by a vote of 6-0.

- L. A Resolution Authorizing the Submission of an Application for Designation of an Enterprise Zone on behalf of the Township of Bristol: Consideration to Adopt.

Jeff Darwak, Executive Director of the Redevelopment Authority of Bucks County thanked Council and Mr. McCauley on his kind words and congratulated the Township for a great 2018. Mr. Darwak gave a brief description of the history of the Enterprise Zone (EZ). The EZ is a state designation for distressed or disinvestment focusing on manufacturing and industrial. The EZ for Bucks County was established in 1997 with a purpose to identify and resolve impediments and

foster reinvestment to communities. The EZ was redesignated in 2010 with the seven Bucks County participating municipalities, and the RDA is looking to apply for an additional five year designation from July 1, 2019 to June 30, 2024.

Mr. Darwak explained some of the benefits of the EZ are tax incentives, low interest loans and Brownfield redevelopment for industrial reuse. Bristol Township has utilized the EZ in 16 projects with investments of \$5.6 million and created or retained over 1099 jobs.

Motion by Mr. Antonello and seconded by Vice President Murphy to Authorize the Submission of an Application for Designation of an Enterprise Zone on behalf of the Township of Bristol.

Motion carried by a vote of 6-0.

REPORT FROM TOWNSHIP MANAGER

Mr. McCauley announced the Wistar Road Bridge Deck Replacement Project will begin next month. The bridge will be closed during construction with the goal of being re-opened by the next school year.

Mr. McCauley asked Council to make a motion to appoint Tom Scott as Assistant Township Secretary in the event Ms. Elton is unavailable during the next few months. *Motion by Mr. Glasson and seconded by Vice President Murphy to appoint Rom Scott as Assistant Secretary. Motion carried by a vote of 7-0.*

Mr. McCauley advised the new street sweeper is out on the street today and we are training our PW employees on how to use this new piece of equipment.

Mr. McCauley reported the hard work from Council adopting good budgets and then department heads executing has led to another year of over \$1 million in undesignated fund balance, subject to audit review. The fund balances over the last years have been used to pave over 125 miles of roadways, replace over 4,000 LED streetlights, bring the Wastewater Treatment Plant finally into compliance, and expand our parks and the most recent approved Municipal Complex expansion project.

NEW BUSINESS

- A. Proposals for the Annual Audit of Financial Records by a Certified Public Accounting Firm: Consideration to take Appropriate Action.

The Township solicited proposals for our annual audit. We reached out to our incumbent and local firms, and then Fran Phillips reached out to a regional firm in Philadelphia as well. Mr. Phillips proactive effort is going to result in the Township saving some \$35,000 on the annual audit. The administration is recommending accepting the lowest proposal of BBD CPAs in the amount of \$22,500, \$21,000 annually and \$1,500 for the single audit, fixed for three years. Mr. McCauley advised he spoke with the Principal of the firm personally and they understand fully the requirements of the assignment.

Motion by Mrs. Wagner and seconded by Mr. Antonello to accept the three year proposal from BBD CPA Firm in the amount of \$22,500. Motion carried by a vote of 6-0.

COMMENTS FROM COUNCIL MEMBERS

Vice President Murphy advised in December she made a call to get the agreements executed by Lower Bucks Joint Municipal Authority (LBJMA) and the Department of Conservation and Natural Resources (DCNR) for the Haines Road improvements to be completed. The agreements are now executed, a pre-construction meeting was held and the site has been prepped. There has been some weather related delays because of the cold temperatures, but work should be completed soon by LBJMA and then DCNR will have delivery of the pipes to be installed. The ultimate goal is to get Haines Road re-opened as soon as possible.

Mr. Glasson made a motion to adjourn the meeting, seconded by Mrs. Wagner. Motion carried unanimously by a vote of 7-0. The meeting was adjourned at 8:17pm.

Respectfully Submitted,
Ranee J. Elton
Township Secretary

Recap of January 23, 2019 Council Meeting

1. Approved Voucher List and Requisitions from January 23, 2019.
2. Approved December 20, 2018 Council Meeting Minutes.
3. Presented Monthly Award for Exemplary Recycling Performances.
4. Vice President Murphy presented the State of the Township: 2018 Year in Review.
5. Appointed Vacancy on the Environmental Advisory Committee: Consideration to Appoint.
6. Vacancy on the Property Review Committee: Consideration to Appoint.
7. Vacancy on the Township Planning Commission: Consideration to Appoint.
8. Vacancy on the Zoning Hearing Board: Consideration to Appoint.
9. Approved Resolution (2019-01) declaring 2007 Spencer Drive Tax Map 05-009-363, as Blighted in Accordance with the Urban Redevelopment Law.
10. Approved Resolution (2019-02) Declaring 1328 Ashby Lane Tax 05-061-278, as Blighted in Accordance with the Urban Redevelopment Law.
11. Approved Resolution (2019-03) Declaring 4 Schoolhouse Lane Tax Map 05-072-308, as Blighted in Accordance with the Urban Redevelopment Law.
12. Approved Resolution (2019-04) Declaring 2513 Woodlawn Drive Tax Map 05-024-133, as Blighted in Accordance with the Urban Redevelopment Law.
13. Approved Resolution (2019-05) Declaring 290 Magnolia Drive Tax Map 05-046-182, as Blighted in Accordance with the Urban Redevelopment Law.
14. Approved Resolution (2019-06) Declaring 5605 Toga Street Tax Map 05-065-120, as Blighted in Accordance with the Urban Redevelopment Law.
15. Approved Resolution (2019-07) Declaring 1100 Thistle Street Tax Map 05-065-127, as Blighted in Accordance with the Urban Redevelopment Law.
16. Approved Resolution (2019-08) Authorizing the Acceptance of a Redevelopment Authority Municipal Grant for the Wistar Road Bridge Deck Replacement in the amount of \$300,000.00.
17. Approved Resolution (2019-09) Authorizing the Acceptance of a Redevelopment Authority Municipal Grant for Traffic Signal Upgrades in the amount of \$135,000.00.

18. Approved Resolution (2019-10) Authorizing the Acceptance of a Redevelopment Authority Municipal Grant for the Municipal Complex Expansion in the amount of \$134,450.23.
19. Approved Resolution (2019-11) Authorizing the Acceptance of a Redevelopment Authority Municipal Grant for the Croydon Fire Company Generator Replacement in the amount of \$50,000.00.
20. Approved Resolution (2019-12) Authorizing the Submission of an Application for Designation of an Enterprise Zone on behalf of the Township of Bristol.
21. Appointed Tom Scott as Assistant Secretary to Council.
22. Accepted BBD CPA Firm three-year proposal in the amount of \$22,500 for Annual Audit of Financial Records by a Certified Public Accounting Firm.