

# BRISTOL TOWNSHIP

2501 BATH ROAD  
BRISTOL, PA 19007

August 17, 2017

## COUNCIL MEETING

President Bowen called the meeting to order at 7:00 PM.

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

Also, Present: William J. McCauley, III, Township Manager, Scott Swichar, Deputy Township Manager; Randall C. Flager, Township Solicitor; Edward Zanine, Deputy Township Solicitor; Randee Elton, Project Manager/Operations Analyst, Kate Murphy, Township Secretary.

Township Solicitor, Randall C. Flager announced that general personnel and potential real estate transactions were discussed in Executive Session prior to the meeting.

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.

### **VOUCHER LIST & MINUTES**

- A. Call for a motion to approve the outstanding Voucher List and Requisitions for August 17, 2017.

Township Solicitor, Randall Flager explained a repayment of \$22,137.50 is due to the Department of Community and Economic Development (DCED) from a 2008 Interfaith Housing Project that never come to fruition. The repayment is far less the amount the Township could potentially lose in future funding from the DCED.

Mr. Flager advised Council it is in the Township's best interest to approve the Voucher List.

*Motion by Mr. Antonello and seconded by Mr. Monahan to approve the outstanding voucher list and requisitions for July 20, 2017.*

*Motion carried unanimously by a vote of 7-0.*

B. Call for a motion to approve the minutes from the Council Meeting on July 20, 2017

Mr. Antonello requested his comments of having more than 24 hours to review items requesting Council action be added to the July 20, 2017 minutes.

*Motion by Mr. Antonello and seconded by Vice President Murphy to approve the minutes of the Council Meeting on July 20, 2017 as amended.*

*Motion carried unanimously by a vote of 7 – 0.*

### **PRESENTATIONS and APPOINTMENTS**

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

Deputy Township Manager, Scott Swichar, announced that the Bucks County Technical School, located at 610 Wistar Road, will host the final Hazardous Waste Collection for 2017 on Saturday August 26th from 9:00 am to 3:00 pm. This event is rain or shine.

The Township's Annual Fall Clean-Up will be held on Saturday October 21, 2017 from 8:00 am to 12:30 pm. This event is rain or shine.

Council President Bowen presented a \$50 Gift Certificate to the LaPenna Family of Bristol and the Miliano Family of Bristol for their exemplary recycling efforts.

#### **B. Appointment of Special Fire Police Officer.**

*Motion by Mr. Glasson and seconded by Mr. Antonello to appoint Michael Randall to the Special Fire Police.*

*Motion carried unanimously by a vote of 7 – 0.*

#### **C. Presentation on Storm Water Pollutant Reduction Plan.**

Samantha Brinker, Gilmore & Associates, presented the Storm Water Pollutant Reduction Plan. Federal regulation requires the Township to secure a permit from the Department of Environmental Protection (DEP) since 2013. The permit is a result of new storm water regulation developed by the U.S. Environmental Protection Agency (EPA) under the Clean Water Act. The Pennsylvania Department of Environmental Protection (PADEP) created a state permitting program to meet the federal regulation with a goal of reducing the pollutants associated with storm water runoff. The

application is due September 16, 2017 along with a fee of \$2,500 and is effective on March 16, 2018.

**PUBLIC HEARINGS:**

**A. Community Development Block Grant Program 2016 CAPER.**

Thomas McDermott, Director of Community Development, presented the 2016 CAPER. In order to participate in the Entitlement Program the Township is required to have two (2) Public Hearings a year in accordance with the approved Citizen’s Participation Plan, Action Plan and CAPER. The 2016 U.S. Department of Housing & Urban Development (HUD) lengthened the program year from December 31, 2016 to June 30, 2017, which changed the beginning of the 2017 HUD Program Year from January 1, 2017 to July 1, 2017. This is a federal grant program administered by HUD which provides annual grants on a formula basis to entitled cities and counties based on population data from the U.S. Census Bureau. The funds must be used for eligible activities and meet one of three National Objectives-benefit low and moderate income persons or households, elimination of slum and blight or urgent need, for example recovery from natural disasters. In fiscal year 2016 Bristol Township received \$529,677.

Randee Elton, Operations Analyst/Project Manager, summarized the allocations for fiscal year 2016. Program Administration received the 20% maximum of the grant totaling \$105,935. Public facilities and infrastructure improvements included the acquisition of Cedar Avenue Park at \$511,613, passive park improvements at \$13,798, slum and blight totaled \$146,072 and Newportville Fire Company # 1 received \$25,000 and No Longer Bound received \$24,168. Habitat for Humanity received \$4,000 and emergency repairs totaling \$92,128 rounded out the Housing Programs for 2016. The Bucks County Emergency Homeless Shelter received \$99,150.

*Motion by Vice President Murphy and seconded by Mr. Antonello Approving the 2017 Annual Action Plan and Authorizing its Submission to the United States Department of Housing and Urban Development.*

**PROCLAMATIONS, ORDINANCES AND RESOLUTIONS**

**A. An Ordinance that Authorizes the Incurrence of Nonelectoral Debt by the Township of Bristol, Bucks County, Pennsylvania (The “Township”) Pursuant to the Issuance of the General Obligation Notes, 2017 Series (The “2017 Notes” the Aggregate Principal Amount of \$10,000,000 and Approve Certain Capital Projects: Consideration to Approve.**

Township Manager McCauley, requested the approval of the ordinance in order to move forward with closing in hopes to receive the money by the end of September to receive the best possible interest rate. Council approved the uses for the money at their July meeting.

*Motion by Mr. Glasson and seconded by Vice President Murphy Approving An Ordinance that Authorizes the Incurrence of Nonelectoral Debt by the Township of Bristol, Bucks County, Pennsylvania (The “Township”) Pursuant to the Issuance of the General Obligation Notes, 2017 Series (The “2017 Notes” the Aggregate Principal Amount of \$10,000,000 and Approve Certain Capital Projects.*

*Motion carried unanimously by a vote of 7 – 0.*

**B. A Resolution Approve the Bristol Township 2016 Consolidated Annual Performance Evaluation Report (CAPER) and Authorizing its Submission to the United States Department of Housing and Urban Development: Consideration to Approve.**

*Motion by Mr. Antonello and seconded by Mr. Allen Approving the Bristol Township 2016 Consolidated Annual Performance Evaluation Report (CAPER) and Authorizing its Submission to the United States Department of Housing and Urban Development.*

*Motion carried unanimously by a vote of 7 – 0.*

**REPORT FROM TOWNSHIP MANAGER**

Township Manager McCauley, requests that Council approve the Cooperation Agreement with the Redevelopment Authority of Bucks County (RDA) to receive the awarded grant in the amount of \$1,000,000 under the Redevelopment Assistance Capital Program for the US Route 13 Industrial Area Project.

Township Solicitor Flager, stated the Cooperation Agreement indemnifies the Township of any legal responsibility.

*Motion by Mr. Antonello and seconded by Mr. Monahan Approving the Cooperation Agreement with the Redevelopment Authority of Bucks County.*

*Motion carried unanimously by a vote of 7 – 0.*

Mr. McCauley reported that a purchase order was recently executed approving four (4) additional security cameras for the Township’s Neighborhood Security Program. Three cameras, which were purchased through grant money from the RDA will be installed throughout Marie Lowe Park and the fourth camera, purchased using the Capital Fund will be installed at the basketball courts in Crabtree Park.

In addition, five (5) new tablets have been purchased for the police cruisers. The Township’s IT Department has done an excellent job obtaining the tablets at a total cost of a little over \$12,000. Mr. McCauley commented that five (5) years ago, computers on patrol vehicles were purchased at a cost of \$6,000 each. Mr. McCauley thanked the IT Department for being mindful of the taxpayer.

## **REPORT FROM TOWNSHIP SOLICITOR**

No formal Report.

### **NEW BUSINESS**

- A. John Schwartzer, 7505 Bristol Pike, Levittown, requesting Preliminary & Final Land Development approval for property located at 1413-1415 Elkins Ave., Levittown (Tax Parcels #5-75-272 & #5-75-273) to use the existing building and the construction of an addition for an automobile detailing and minor repair shop in a C-Commercial zoned district of Bristol Township: Consideration to take Appropriate Action.**

Mr. Flager stated the applicant granted a continuance until the September 21, 2017 Council Meeting.

*Motion by Vice President Murphy and seconded by Mr. Glasson Approving the Applicant's Request for a Continuance until the September 21, 2017 Council Meeting.*

*Motion carried unanimously by a vote of 7 – 0.*

- B. 2018 Financial Requirement and Minimum Municipal Obligation for Bristol Township Pension Plan: Consideration to Take Appropriate Action.**

Mr. McCauley stated that it is the recommendation of the administration that Council approve the Minimal Municipal Obligation based on market value of assets for 2018 in the amount of \$1,505,029.

*Motion by Mr. Allen and seconded by Mr. Antonello to Approve the Minimum Municipal Obligation for the Police Pension Plan in 2018 in the amount of \$1,505,029.*

*Motion carried unanimously by a vote of 7 – 0.*

- C. 2016 Audit of Financial Statements: Consideration to take Appropriate Action.**

Township Manager McCauley stated that Council is in receipt of the 2016 Annual Financial Report. The Township had an excellent year in 2016. Revenues came in \$2,324,306 over budget and expenditures came in \$937,776 under budget generating a surplus for the year of \$3,262,082.

Council action is in order to receive the 2016 Annual Financial Audit and make it available to the public and place on the Township website.

*Motion by Mrs. Murphy and seconded by Mr. Monahan to Accept Bristol Township Annual Financial Report for the Year Ended December 31, 2016 and to make the audit available for public inspection.*

*Motion carried unanimously by a vote of 6 – 0. Mr. Antonello was unavailable.*

#### **E. Bids for Neighborhood Signs Replacement: Consideration to Accept.**

Township Engineer, Kurt Schroeder stated Printing Lab came in with the lowest responsible bid for the replacement of neighborhood signs in the amount of \$92,999.92.

President Bowen clarified that the first set of bids included the contractor to install the 104 new signs but this bid will have our Public Works Crew installing the signs.

Mr. Antonello confirmed that only two (2) bids were submitted for the fabrication work.

Gallus Obert, Freedom Lane, inquired if the loaded rate was compared for our crew to install the signs.

*Motion by Vice President Murphy and seconded by Mr. Allen to accept the low bid for the Neighborhood Signs Replacement to Printing Lab in the amount of \$ 92,999.92*

*Motion carried unanimously by a vote of 7-0.*

#### **COMMENTS FROM COUNCIL MEMBERS**

President Bowen announced the Township's Fall festival will be held on Saturday September 23, 2017 from 11 am to 4:00pm at the Municipal Complex.

*Motion by Mr. Antonello and seconded by the entire Council requesting the Township Solicitor draft a Resolution condemning the hateful acts and racism demonstrated in Charlottesville, VA on August 12, 2017.*

*Motion carried unanimously by a vote of 7 – 0.*

President Bowen asked the viewers at home to be careful when hiring companies to have their oil tanks replaced. Residents can call the Township if they have any questions and/or concerns.

**OPPORTUNITY FOR RESIDENTS TO ADDRESS COUNCIL**

Ron Mudie, 6409 Radcliffe Street, presented a signed petition asking Council to request a traffic study for speed limit and traffic controls along Radcliffe Street from the Pennsylvania Department of Transportation.

West Rexler, 504 Western Ave, spoke of issues not pertaining to Township Business.

Gallus Obert, Freedom Lane, commented that is neighbor had his oil tank replaced and videotaped the process using his phone to ensure credible work.

*Motion by M. Glasson and seconded by the entire Council to adjourn the meeting.*

*Motion carried unanimously by a vote of 7– 0.*

*The meeting was adjourned at 8:23 pm.*

Respectfully submitted,

Kate Murphy  
Township Secretary

## RECAP OF THE AUGUST 17, 2017 COUNCIL MEETING

1. Approved the outstanding Voucher List and Requisitions from August 17, 2017.
2. Approved the July 20, 2017 Council Meeting Minutes.
3. Presented Monthly Awards for Exemplary Recycling Performance.
4. Appointed Michael Randall to Special Fire Police.
5. Heard a Presentation on Storm Water Pollutant Reduction Plan by Gilmore & Associates.
6. Held Public Hearing on Community Development Block Grant Program 2016 CAPER.
7. Adopted Ordinance 2017-5 Authorizing the Incurrence of Nonelectoral Debt, the Pursuant to the Issuance of the General Obligation Notes, 2017 Series the Aggregate Principal Amount of \$10,000,000 And Approves Certain Capital Projects.
8. Adopted Resolution 2017-56 Approving the Bristol Township 2016 Consolidated Annual Performance Evaluation Report.
9. Approved the Cooperation Agreement with the Redevelopment Authority for \$1,000,000 awarded grant under the Redevelopment Assistance Capital Program for the U.S Route 13 Industrial Area Project.
10. Tabled request for Preliminary & Final Land Development Approval for Property located at 1413-1415 Elkins Avenue Tax Parcels # 5-75-272 & 5-75-273 to use the existing building and the construction of an addition detailing and minor repair shop in a C-Commercial Zoned District.
11. Approved the 2018 Financial Requirement and Minimum Municipal Obligation for Bristol Township Pension Plan in the amount of \$1,505,029.
12. Accepted 2016 Audit of Financial Statements and authorized its availability for Public Inspection.
13. Accepted the Bid Recommendation for Neighborhood Signs Replacement Project to Printing Lab in the amount of \$92,999.92.
14. Adopted a Motion to have the Township Solicitor draft a Resolution condemning the hateful acts and racism demonstrated in Charlottesville, VA on August 12, 2017.

Meeting adjourned at 8:23 pm.



