

WARMINSTER TOWNSHIP BOARD OF SUPERVISORS
MINUTES OF THE PUBLIC MEETING
Thursday, December 1, 2011, 7:00 PM

MEMBERS PRESENT: Frank Feinberg, Chairman
Leo I. Quinn III, Vice-Chairman
Gail E. Johnson, Secretary/Treasurer
Ellen S. Jarvis
Thomas E. Panzer, Esq.

STAFF PRESENT: Robert V. Tate, Jr. Township Manager, Assistant Secretary/Treasurer
Michael Savona, Township Solicitor, Friedman Schuman
Craig Kennard, P. E., Gilmore & Associates, Inc.
Dan Laurich, Fire Marshall
Karen Hulshizer, P. E., Gilmore & Associates, Inc.

- 1. Call to Order:** The Public Meeting of the Warminster Township Board of Supervisors, duly advertised in public notices, was held at the Township Building, 401 Gibson Avenue, Warminster, PA. The meeting was called to order at 7:00 P.M. by Frank Feinberg, Chairman.

Pledge of Allegiance: Led by Mr. Feinberg, was followed by a moment of silence for our men and women in uniform around the world.

2. Announcements, Correspondence, Awards

Mr. Feinberg announced that an executive session was held prior to this meeting to discuss personnel issues. He requested that Mr. Tate show the Congressional Commendation and an American flag the Township received from Congressman Fitzpatrick.

Mrs. Jarvis wished everyone a happy and healthy holiday season.

Mr. Johnson stated that grass and leaf pickup ends on December 15th.

Mr. Quinn congratulated Nativity of Our Lord School and attended the blue ribbon excellence award celebration; he congratulated Archbishop Wood's Girls Soccer Team and the Boys Football team for their excellent achievements this past year. He asked for donations for Warminster Community Park.

3. Public Comment

Florence Fox, Holt Terrace, reminded everyone that there is a Holiday Tea at Craven Hall, and that Santa Claus will visit Craven Hall later in December.

Carol Ketchen, 645 Henry Avenue spoke about the snow removal ordinance which would impose fines for sidewalks that have not been shoveled. She stated that the residents and senior citizens clear the pavements but cannot remove the snow and ice which the snow plows repeatedly leave at the corners of her neighborhood. The sewers and corners are an issue because they are repeatedly plowed under and the residents continually dig them out. She stated that there is a lot of foot traffic along Henry Avenue and the areas cannot be cleared in a timely manner.

David Ralston, Ben Wilson Senior Center thanked the Township for their support, for providing the facility and for allowing the seniors to run the Ben Wilson Senior Center.

Ed O'Hara, 858 Phillips Road spoke about storm water problems in the Township, particularly on Phillips Road. He would like to be informed about updates and asked about power outages.

4. Presentations

Proclamation to Honor Caroline Gallis' Retirement as Library Director

Frank Feinberg read a Proclamation honoring Caroline Gallis' many contributions to the library starting in 1960. The establishment of a public library was just one of many accomplishments she achieved.

Proclamation to Honor David Ralston's Retirement from the Ben Wilson Senior Center

Mr. Feinberg read a Proclamation in honor of Mr. Ralston's retirement from the Ben Wilson Senior Center which expresses the Township's sincere appreciation of the many contributions Mr. Ralston made which made an impact on the running of the senior center.

Recognition of Service – Gail Johnson – Township Supervisor

Mr. Feinberg, on behalf of the Board and the residents, thanked Mr. Johnson for six years of loyal service as a Township Supervisor.

Environmental Advisory Council's Year-End Report – Chairman Dean Anderson

Dean Anderson, Chair, stated it has been a pleasure to work with the Board, and thanked Mr. Johnson for his commitment to the Township and the environment. He read a list of accomplishments which were achieved in the past year and highlighted several programs which are planned for 2012. In addition he thanked other members of the committee for their help.

5. Consent Agenda Items

A. Award Contracts for Mowing and Turf Maintenance:

Option #1, 2, & 3 for 3 years to M&M Lawn Care

Option #4 for 3 years to P&M Landscaping/Construction

Option #5 for 3 years to Tru-Green Chemlawn

B. Consider Approval of Escrow Release #1 for County View LD Phase II, Whispering Pines in the amount of \$391,378.29

C. Consider Approval of Escrow Release #4 for The Station at Bucks County in the amount of \$755,504.70

D. Consider Approval of Escrow Release #1 for Shepherd's Crossing, Phase II in the amount of \$231,780.00

A motion was made by Mrs. Jarvis, 2nd by Mr. Johnson to approve Consent Agenda Items A, B, C, and D. Motion carried 5-0.

6. Old Business

A. Approval of Minutes from November 10, 2011

A motion was made by Mrs. Jarvis, 2nd by Mr. Johnson to approve the Minutes from November 10, 2011 with the following amendments: 1)Page 1, Add Vice-Chairman after Mr. Quinn's name; 2) Page 2, 6. Old Business, B., Change 2012 and 2018 to 2017 and 2018 in the motion; 3) Page 4, change Mrs. Jarvis' congratulatory statement to read "Mr. Johnson's third grandchild, and his first grandson. Motion carried 5-0.

B. Storm Water Update

Mr. Tate spoke of the storm water grant that was approved by the state of Pennsylvania under the RACP program and gave details to the Board and the residents on the terms of the grant and how it will be used.

7. New Business

A. Consider Re-Approval of Previously Approved, Unrecorded Mylars

Mr. Laurich explained that re-approval is necessary in order for the plans for 15 preapproved projects to be recorded.

A motion was made by Mr. Johnson, 2nd by Mrs. Jarvis to approve previously approved unrecorded mylars. Motion carried 5-0.

B. Consider Appointment of Assistant Zoning Officer – Susanna Cointot, Keystone MS

A motion was made by Mr. Johnson, 2nd by Mrs. Jarvis to approve appointment of Assistant Zoning Officer – Susanna Cointot, Keystone MS. Motion carried 5-0.

C. Consider Approval of Resolution #2011-23 – Hazard Mitigation Plan

A motion was made by Mrs. Jarvis, 2nd by Mr. Johnson to approve Resolution #2011-23, Hazard Mitigation Plan. Motion carried 5-0.

D. Consider Approval of Resolution #2011-24 – GASB#54

Mr. Bruce Braunewell, CPA of Larson Allen outlined the reasons the Township needs to establish a Fund Balance Policy consistent with the Governmental Accounting Standards Board Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

A motion was made by Mrs. Jarvis, 2nd by Mr. Johnson to approve Resolution #2011-24 GASB#54. Motion carried 5-0.

E. Consider Approval of Final Budget for 2012.

Mr. Tate presented copies of the Final Budget for 2011 to the Supervisors, including all final changes and corrections. Mr. Tate asked the Board for a motion to increase line items in the Township Manager’s budget, in consideration of the Assistant Township Manager position at an amount of \$60,000 for 2012 which would be prorated and allocated between salary and benefits.

A discussion among the Supervisors ensued which included questions and comments about health care, prescription plan savings, electrical rate costs and electrical providers, TRAN borrowing, tax assessments, and trash fees.

A motion was made by Mrs. Jarvis, 2nd by Mr. Johnson to approve the Final Budget for 2012, amended to include the position of Assistant Township Manager. Motion carried 3-2 (Mr. Quinn and Mr. Panzer voted no).

Bob, please check motion

F. Consider Approval of Resolution #2011-25 Establishing 2012 Tax Levy

Mr. Tate read the Resolution establishing the real estate tax millage in the township for 2012. He noted the millage for the funds listed in the Resolution.

A discussion ensued among the Supervisors regarding the funds within the Resolution and the trash fee which includes a discount for senior citizens.

A motion was made by Mr. Johnson, 2nd by Mrs. Jarvis to approve Resolution #2011-25 Establishing 2012 Tax Levy. Motion carried 4-1 (Mr. Panzer voted no).

- G. Consider Approval of Resolution #2011-26 Establishing 2012 Pension and Healthcare Contributions for Police Officers
- H. Consider Approval of Resolution #2011-27 Establishing 2012 Pension and Healthcare Contributions for WTEO employees
- I. Consider Approval of Resolution #2011-28 Establishing 2012 Pension and Healthcare Contributions for AFSCME employees
- J. Consider Approval of Resolution #2011-29 Establishing 2012 Pension and Healthcare Contributions for At-Will employees

A motion was made by Mr. Johnson, 2nd by Mrs. Jarvis to approve Resolutions 26, 27, 28 and 29 (Items G, H, I, and J). Motion carried 5-0.

K. Award Contract for Recycling Services

Mr. Tate provided a spreadsheet to the Supervisors showing three contractors who bid for the recycling contract in the Township. A lengthy discussion among the Supervisors ensued with the outcome favorable to Waste Management for one year with option to renew.

A motion was made by Mr. Quinn, 2nd by Mr. Panzer to award contract for Recycling Services to Waste Management of Langhorne, PA for a one year contract with option to renew for periods of one year. Motion carried 5-0.

Mr. Charles Raudenbush, Jr, of Waste Management thanked the Board and stated that recycled waste would be processed at a LEEDS certified material processing waste facility.

- L. Approve Contractors for Snow Plowing Services – Woodview Landscaping & Design, J&S Construction, Etna Corporation Inc., and L.C. Costa Contractors, Inc.

A motion was made by Mrs. Jarvis, 2nd by Mr. Johnson to approve c Contractors for Snow Plowing Services – Woodview Landscaping & Design, J&S Construction, Etna Corporation Inc., and L.C. Costa Contractors, Inc. Motion carried 5-0.

M. Ratify Board Decision to Send Solicitor to Zoning Hearing Board Meeting

A motion was made by Mrs. Jarvis, 2nd by Mr. Johnson to ratify Board Decision to send solicitor to zoning hearing board meeting. Motion carried 5-0.

N. Consider Request from Tri-Centennial Committee to Commit \$10,000 for History Walk

Mark McKee of Revere Terrace stated that he has served on the committee for the past year and a half and stated that the History Walk has been in the planning stages for a few years and there are many stations along the walk in Warminster Community Park.

A motion was made by Mr. Quinn, 2nd by Mr. Johnson to approve a request from the Tri-Centennial Committee to commit \$10,000 for History Walk. Motion carried 5-0.

Mr. Feinberg returned to the Health Care discussion and decisions at this point in the meeting. Mr. Tate offered to send a letter to Delaware Valley Health Insurance Trust (DIVOT) if the Board approves it. He would notify our

current broker so that when open enrollment occurs next week the broker knows that we are renewing for a period of three months.

A motion was made by Mr. Johnson that the Township would maintain our existing health care prescription coverage and not change the prescription plan at this time. This motion was withdrawn by Mr. Johnson after a lengthy discussion among the Supervisors which uncovered a large amount of money that the Township can save by adopting the Delaware Valley Health Insurance Trust three months from now.

A motion was made by Mrs. Jarvis, 2nd by Mr. Johnson to authorize the Township Manager to send a letter of commitment to the Delaware Valley Health Insurance Trust stating that Warminster Township intends to enroll in the trust pursuant to the health benefits proposal dated December 1, 2011 provided to the Township in a letter dated December 2, 2011. Motion carried 5-0.

Bob, please check this motion.

8. Finance

Mr. Tate stated that prepaids for the period ending December 1, 2011 were \$324,603.10. The Grand Total for the period was \$1,310,030.05.

A motion was made by Mrs. Jarvis, 2nd by Mr. Feinberg to approve the Bill List for the period ending December 1, 2011. Motion carried 4-0 (Mr. Panzer voted yes with the exception of the Millennium bill, Mr. Quinn out of room).

Approval of Transfers – October 2011

A motion was made by Mr. Johnson, 2nd by Mrs. Jarvis to approve the Transfers of October 2011. Motion carried 4-0, (Mr. Quinn out of room).

9. Professional Reports

Mr. Tate distributed his report to the Supervisors and reported on various activities.

Mr. Kennard distributed his report to the Supervisors and read several updates from his report.

Mr. Savona distributed his report and gave the Supervisors an update on several projects. He stated that a draft of the redevelopment plan for Shenandoah Woods has been circulated and we are waiting to get comments back to the Redevelopment Authority.

10. Supervisors Comments/Agenda

Mr. Feinberg wished everyone a happy holiday season and stated he has enjoyed serving as Chairman though it has been a challenge at times.

Mrs. Jarvis wished everyone a happy holiday season and said she enjoyed serving as Chairwoman for half of the year and wish it could have been longer. She wished Mr. Johnson well in all of his endeavors and wished him Godspeed and good health in the future.

Mr. Johnson wished everyone happy holidays and is looking forward to the coming years.

Mr. Quinn displayed a picture created by Hartsville Fire Company for the volunteers that helped build the 9-11 Exhibit at the fire house. He wished everyone a Merry Christmas and his wife Claudia a happy birthday. He wished Mr. Johnson well in the future.

Mr. Panzer stated that the holiday celebration for employees, committee members and volunteers would be held on December 14th. He thanked Mr. Johnson for six years of service on the Board. He stated it has been a pleasure working with him.

Mr. Tate, Mr. Kennard, and Mr. Savona thanked Mr. Johnson for his years of service on the Board and stated that it has been a pleasure working with him.

Bobbi Loftus, Tax Collector announced that the final bills have gone out for tax collection for this calendar year. All taxes are due before December 30th.

Mr. Feinberg announced that the next meeting would be the Reorganization Meeting of the Board held on Tuesday, January 3, at 7 PM.

11. Adjournment:

Mrs. Jarvis made a motion to adjourn at 9:43 P.M.

Respectfully submitted,

Gail E. Johnson, Secretary/Treasurer