

The agenda meeting of the Northampton Township Board of Supervisors took place virtually using the Zoom platform. The virtual meeting was called to order at 6:30 pm.

Present were:

Adam Selisker
Eileen Silver
Dr. Kimberly Rose
Frank O'Donnell
Barry Moore
Robert Pellegrino
William Wert
Joseph Pizzo
Amanda Fuller

Agenda items were reviewed and discussed.

The regular business meeting of the Northampton Township Board of Supervisors took place virtually using the Zoom platform. The virtual meeting was called to order at 7:30 p.m.

Members of the Board present were:

Adam Selisker
Eileen Silver
Dr. Kimberly Rose
Frank O'Donnell
Barry Moore

Others present were:

Robert Pellegrino, Township Manager
Amanda Fuller, Township Engineer
Joseph Pizzo, Township Solicitor

PLEDGE OF ALLEGIANCE

Chairman Selisker led the Pledge of Allegiance and held a moment of silence in support of military and emergency services personnel.

CHAIRMAN ANNOUNCEMENTS

Chairman Selisker explained the procedures for public comment and how to email questions to be read and answered. Chairman Selisker also provided an update on the status of the Township and its operations.

PUBLIC COMMENT

None was heard.

CONSENT ITEMS

The Board meeting minutes of October 28, and November 10, 2020, were approved by unanimous consent.

ACCOUNTS PAYABLE

The accounts payable of November 4, 2020, for \$640,000.53 and, of November 18, 2020, for \$729,393.70, were approved by unanimous consent.

PUBLIC HEARINGS

Chairman Selisker opened the hearing at 7:35 pm.

Mr. O'Donnell explained based on complaints about speeding on New Road, the Administration recommended that the speed limit be reduced from 35 mph to 25 mph for the section of New Road from Second Street Pike to Hatboro Road.

The PA Motor Vehicle Code, Title 75, allows municipalities to establish a 25 MPH speed limit on any local road in a residential area without the need for an engineering study; however, an ordinance is required so that the speed limit is enforceable by the Police Department.

The proposed draft ordinance would amend the Township Code of Ordinances at Chapter 15, Motor Vehicles and Traffic to establish the 25 MPH speed limit on New Road. The ordinance was advertised in the Bucks County Courier Times on November 2, 2020.

I motion was made and seconded (O'Donnell –Rose) to adopt ordinance #608 amending the Township Code at Chapter 15, Motor Vehicles and Traffic, to establish a 25 MPH speed limit on New Road from Second Street Pike to Hatboro Road.

Chairman Selisker called for Board and public comment. None was heard.

Motion Passed 5-0.

Chairman Selisker closed the hearing at 7:35 pm.

NEW BUSINESS

Consideration of Preliminary/Final Plan of Land Development-Richboro Elementary School, SLD-20-4, 125 Upper Holland Road

Mr. Moore stated the following persons are in attendance for this meeting and are available to take comments and answer questions during this discussion:

- Mr. Michael Carr, Esq., Eastburn & Gray, Attorney for the project.

- Mr. Doug Taylor, Director of Operations for the Council Rock School District
- Mr. Colin Case, D'Huy Engineering, Engineer for the project
- Mr. Terry DeGroot, Terraform Engineering, LLC.,
- Mr. Bruce Bachtle, Schrader Group, Architect for the project.
- Mr. Mark Adamiak, Schrader Group, Architect for the project.

Mr. Moore outlined the project deferring to Mr. Carr and Mr. Taylor throughout the discussion.

The project is located at 125 Upper Holland Road, The Council Rock School District is proposing to construct a 2,685 square foot building addition for mechanical equipment and a 986 square foot building addition for entrance improvements. Also proposed are improvements to the entrance drive and internal driveway circulation, added parking areas, dumpster area, walkway paths/sidewalks, fencing, lighting, signage, paving, and stormwater improvements.

The site is served by public water and sewer and is located in the IP - Institutional/Public District. Permitted uses in this district must comply with the most restrictive controls as required for the nearest adjacent and abutting zoning district, which is the R-2 district.

A minor impervious surface variance was approved by the Zoning Hearing Board for this project on November 9th in addition to variances for signage. Also, the Township Planning Commission recommended approval of the plan on September 8th.

Items to be discussed are the waiver items on the Terraform Engineering letter dated September 8, 2020.

Four major items for consideration are as follows:

1. The school is located in the Village Overlay District. Therefore the Board should ensure that they are satisfied with the design. Since this is an existing building, there are some challenges with full compliance with the Village Overlay criteria.
2. With past School District projects, the park and recreation impact fee has been waived. The fee for this project is \$6,081.
3. Payment of 70% of the required permit fees has been the arrangement with past School District projects,.
4. A discussion was held at the Planning Commission meeting regarding the existing sidewalk and potential crosswalk. In follow up to that meeting, the Township Engineer and the Traffic Engineer recommended removing the existing sidewalk extension that essentially goes nowhere. They also determined that a crosswalk is not required since there are no walking students for Richboro Elementary and there is a signalized crossing at Township Road.

The following was submitted to the Board for their review:

1. Terraform Engineering, LLC – Waiver request letter – September 8, 2020;
2. Gilmore & Associates, Inc. – Review letter – October 23, 2020;
3. Pennoni Associates - Review letter – August 19, 2020;
4. Township Planning Commission Memo – September 10, 2020;
5. McMahan Associates – Review letter – October 22, 2020;
6. Bucks County Planning Commission – Review letter – September 2, 2020; and,
7. Copy of the Plan

Mr. Moore also noted the review period for this plan expires on December 30, 2020:

A motion was made and seconded (Moore – Silver) for approval of the Richboro Elementary School Preliminary/Final Land Development Plan, SLD 20-4, subject to compliance with the Gilmore Associates review letter dated October 23, 2020, the Pennoni Associates review letter dated August 19, 2020, and the McMahan Associates review letter dated October 22, 2020. It is also recommended that the requested waivers be granted. Approval is also subject to the following:

1. The requirement for a park and recreation impact fee has been waived.
2. Payment of 70% of the permit fees is required.
3. Approval from the Municipal Authority is required.
4. The School District shall enter into a land development agreement, as prepared by the Township Solicitor, to guarantee the installation of public improvements.
5. The final architectural design shall be subject to approval by the Township under the Village Overlay District requirements.
6. Approval from any outside agency having jurisdiction shall be required, including, but not limited to, PennDOT and the Conservation District.
7. All conditions and recommendations incorporated with the motion and minutes are subject to the Township Solicitor's approval letter.

Mr. Moore stated the need for improvements to the sidewalks, lighting, and landscaping. The Board agreed to include this as part of the motion and per the Township Solicitors' approval letter.

Chairman Selisker called for Board comment.

Discussion ensued regarding the sidewalks, lighting, and landscaping.

Mrs. Silver asked when construction is expected to begin. Mr. Taylor stated Richboro Elementary will start in 2022 through 2023 and Hillcrest Elementary will start the summer of 2021 and go

through 2022. Both projects are being bid at the same time in anticipation of it saving the School District money. Mr. Taylor stated the total for both projects will be approximately \$820,000.

Chairman Selisker called for public comment. None was heard.

Motion passed 5-0.

Consideration of Preliminary/Final Plan of Land Development-Richboro Elementary School, SLD-20-4, 125 Upper Holland Road

Mr. Moore stated the same persons are available for questions and comments that were introduced for the Hillcrest Elementary School.

Mr. Moore outlined the project as follows:

The project is located southwest of the intersection of East Holland and Buck Roads, Council Rock School District is proposing to construct two building additions totaling 3,435 square feet to the Hillcrest Elementary School on a 68-acre site. A new 46-space parking lot is also proposed on the north side of the building. The site is served by public water and sewer and is located in the IP - Institutional/Public District.

Permitted uses in this district must comply with the most restrictive controls as required for the nearest adjacent and abutting zoning district. The most restrictive abutting zoning district is the R-1 Residential zoning district, which permits uses other than a single-family detached dwelling on a minimum lot area of 40,000 square feet with a minimum width of 150 feet.

A minor impervious surface variance was previously approved and the Zoning Hearing Board approved signage variances for this project on November 9th. Also, the Township Planning Commission recommended approval of the plan on September 8th.

Items to be discussed are the waiver items on the Terraform Engineering letter dated September 8, 2020.

Three major items for consideration are as follows:

1. With the Holland Middle School project several years ago, the sidewalk issue was discussed in detail and resolved. Specifically, as part of that project, the sidewalk will extend along the frontage of the property, cross Buck Road at the crosswalk that was recently installed, and ultimately connect to the sidewalk that will be constructed as part of the Waverly development.
2. With past School District projects, the park and recreation impact fee has been waived. The fee for this project is \$5,690.

3. Payment of 70% of the required permit fees has been the arrangement with past School District projects.

The following was submitted to the Board for their review:

1. Terraform Engineering – Waiver Letter – August 28, 2020;
2. Gilmore & Associates, Inc. – Review letter – October 20, 2020;
3. Pennoni Associates - Review letter – July 15, 2020;
4. Township Planning Commission Memo – September 10, 2020;
5. McMahon Associates – Review letter – October 22, 2020;
6. Bucks County Planning Commission – Review letter – August 5, 2020; and,
7. Copy of the Plan

Mr. Moore also noted the review period for this plan expires on December 30, 2020:

A motion was made and seconded (Moore-O'Donnell) for approval of the Hillcrest Elementary School Preliminary/Final Land Development Plan, SLD 20-3, subject to compliance with the Gilmore Associates review letter dated October 20, 2020, the Pennoni Associates review letter dated July 15, 2020, and the McMahon Associates review letter dated October 22, 2020. It is also recommended that the requested waivers be granted. Approval is also subject to the following:

1. The requirement for a park and recreation impact fee has been waived.
2. Payment of 70% of the permit fees is required.
3. Approval from the Municipal Authority is required.
4. The School District shall enter into a land development agreement, as prepared by the Township Solicitor, to guarantee the installation of public improvements.
5. Approval from any outside agency having jurisdiction shall be required, including, but not limited to, PennDOT and the Conservation District
6. All conditions and recommendations incorporated with the motion and minutes are subject to the Township Solicitor's approval letter.

Chairman Selisker called for Board comment.

Mr. Moore questioned if student enrollment will have an impact. Mr. Carr replied there is no anticipated increase and no impact on these schools.

Mrs. Silver questioned the HVAC units. Mr. Moore confirmed Richboro already has a system and Hillcrest will have one installed. It will be upgraded to provide cleaner air.

Chairman Selisker called for public comment. None was heard.

Motion Passed 5-0.

Presentation of 2021 Preliminary Budget

Chairman Selisker deferred to Mr. Robert Pellegino, Township Manager, to present the 2021 preliminary budget.

Mr. Pellegrino explained the Board is required by the Second Class Township Code to adopt a Preliminary Budget and advertise its availability for public inspection for a period of 20 days. The budget may be adopted any time after the 20 days but must be adopted by December 31.

The Board may make whatever changes it deems appropriate to the Preliminary Budget before its adoption. The Board may also make changes to the adopted Preliminary Budget before final adoption scheduled for the December 16, 2020 meeting within the limits established by the Second Class Township Code. The Code states that a line item (Department total) may not be changed by more than 25% and the total budget may not be changed by more than 10%.

Mr. Pellegrino explained that the Board must approve a preliminary budget and make it available for public review for twenty days before final adoption. The final budget is scheduled for adoption on December 16, 2020.

Mr. Pellegrino presented a thorough review of the proposed 2021 budget and explained the variables that affect revenues and expenditures. He noted changes from 2020 to 2021 and stated the recommendation is no increase in taxes or fees.

The 2021 budget is broken down as follows;

General Fund	6.0247 mills
Fire Fund	3.0000 mills
Parks and Recreation Fund	1.6280 mills
Ambulance Fund	0.5000 mills
Debt Service Fund	4.5597 mills
Library Fund	1.7284 mills
Road Maintenance Fund	0.5000 mills
Road Equipment Fund	<u>0.5703 mills</u>
	18.5111 mills

A motion was made and seconded (Rose - Moore) to adopt the 2021 Preliminary Budget and advertise its availability for public inspection for not less than twenty days as required by the Second Class Township Code.

Chairman Selisker called for Board comment.

Discussion ensued with each Board member complimenting Mr. Pellegrino, Mr. Armelin, and finance and administration staff on the budget.

Chairman Selisker called for public comment. None was heard.

Motion Passed 5-0.

REPORTS

Dr. Rose made the following announcements:

- The Senior Center is selling wreaths. The cost is \$12. If you would like to purchase or have questions reach out to Sheila or Kathy at 215-357-8199. Wreaths can be picked up curbside for your convenience.
- Halloween Happenings was another huge success with the staff and volunteers going above and beyond.
- The Parks and Recreation Departments are providing virtual classes, and programs. Go to northamptonpa.myrec.com for current information on the various classes, activities, and programs being offered. A new brochure will be available after Thanksgiving.

Mr. O'Donnell made the following announcements:

- The Library has reopened to the public on October 1, 2020 times are limited and masks are required at all times. For detailed information go to the Library's website at www.northhamptontownshiplibrary.org or see the Library's Facebook page.
- The Library did close today due to no heat in the building, as soon as this is repaired it will reopen and resume the current schedule in place during the pandemic.
- Support your Library on December 1, 2020, which is Giving Tuesday. Giving Tuesday is a campaign started to help make our holiday gift-giving even more meaningful by encouraging donations to great causes on the Tuesday after Thanksgiving each year.
- The Veterans Advisory Commission hosted a Virtual Veterans Day. You can view the video on the Township website. A special thanks to the video sponsors, John and Bernadette Heenan.
- The Municipal Authority has announced there will no rate increase for water or sewer for the 2021 fiscal year.

Mr. Moore made the following announcements:

- The Planning Commission will meet virtually on December 8th and will hear the Giant Application.
- The Holland WAWA project is not on the agenda and no time has been determined as to when it will be heard.
- The Spring Mill Townhouse project is underway and moving along well.

Mrs. Silver made the following announcements:

- Wished everyone a very Happy Thanksgiving.

Chairman Selisker made the following announcements:

- It's that time of year for Fire Safety measures and to make sure your oven is ready.
- Give "Thanks" not "COVID" and wear your masks and limit gatherings.

Solicitor's Report

Mr. Pizzo announced the Board met in executive session tonight immediately before the business meeting. The members of the Board, Mr. Pellegrino, Mr. Wert, the Township Engineer, and Mr. Pizzo himself were in attendance. Two (2) matters of pending litigation were discussed, no action was taken during the executive session and no action was taken tonight for any of the matters.

PUBLIC COMMENT

Chairman Selisker called for public comment.

Joe Johnson, 41 Grant Drive, asked the following questions:

- Please list all departments that will finish the year at or under their 2020 budget amounts.
- Please list all departments that will finish the year over their 2020 budget amounts. What is their end of year fund balances or debts?
- What was the amount of our 2019 tax increase in percent?
- What is the total amount of NHT debt? What is the current anticipated year in which this debt will be satisfied?

Mr. Pellegrino stated the Country Club and the Parks and Recreation Department were the most impacted in their year-end fund balance due to COVID. The Parks and Recreation Department is \$76,000 in the red and the Country Club is \$749,000 in the red mostly due to the Banquet operations being shut down. The General Fund does not make up any of this deficit. These funds stand on their own, this is true of every other operation fund as well.

Mr. Pellegrino stated the total Township debt is \$37 million and is anticipated to be paid off in the year 2043.

The meeting was adjourned at 9:05 p.m.

Respectfully Submitted,

Frank O'Donnell, Secretary