

The agenda meeting of the Northampton Township Board of Supervisors was held at 6:30 pm.

Present were:

Adam Selisker  
Eileen Silver  
Dr. Kimberly Rose  
Frank O'Donnell  
Barry Moore  
Robert Pellegrino  
William Wert  
Joseph Pizzo  
Jacob Rigg  
Supervisor Elect Paula Gasper  
Supervisor Elect Robert Salzer

Agenda items were reviewed and discussed.

The regular business meeting of the Northampton Township Board of Supervisors was called to order at 7:37 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**

Viewing of the Board of Supervisor's meeting is available in three ways: In person, live on the website, or live on the Township cable channel, through Comcast or Verizon. Anyone wishing to comment on tonight's agenda, the sign-up sheets are made available in the back of the room or you can send an email to [publiccomment@nhtwp.org](mailto:publiccomment@nhtwp.org). Make sure to list your name and address for the record and keep your comments to 300 words or less.

**SPECIAL PRESENTATION**

**Service Award**

Chairman Selisker, Chief LeCompte, and Lieutenant Pinkerton presented a service award to Officer Martin Comyn for 40 years of service.

Chief LeCompte called forward Officer John Hearn and K9 "PAKO". Chief LeCompte introduced the new K9 unit and explained the duties they will be performing in the community and surrounding areas.

**PUBLIC COMMENT**

Eileen Silver, 80 Windy Knoll Drive, depicted herself as a fictional character to be known as Sarah Shaw, address Richboro Turnpike. Ms. Shaw explained the history of the Township and some upcoming events that will be taking place as part of Northampton Township's 300<sup>th</sup> Anniversary celebration.

**Public Comment Via E-mail – Chairman Selisker read the comment for the record.**

Patrick McGuigan, 38 Rotterdam East, raised concern over the increase in taxes, spending, and infrastructure items in the 2022 Budget. Mr. McGuigan major concern is the Debt Bond.

**CONSENT ITEMS**

The Board meeting minutes of the November 10, 2021 (Special WAWA) meeting, and November 17, 2021, were approved by unanimous consent.

**ACCOUNTS PAYABLE**

The accounts payable of December 1, 2021, for \$237,365.50 and, for December 15, 2021, for \$965,914.98 were approved by unanimous consent.

**PUBLIC HEARING**

**Consider Adoption of an Ordinance Updating Various Sections of the Township Code of Ordinances for Administration**

Chairman Selisker opened the hearing at 7:55 pm.

Mrs. Silver explained the Board is considering a general ordinance amendment addressing administrative and inconsistent items in our current code. Specifically, these items include membership requirements of the Blight Committee, eliminating the residency requirement for the Township Manager, deleting the fire insurance proceeds escrow requirement, amending soliciting requirements, modifying building numbering requirements, and adding Board and Commission expectations.

As required, this ordinance was properly advertised in the Advance of Bucks County on November 28<sup>th</sup>.

A motion was made and seconded (Silver-Rose) for approval of ordinance # 612 amending the Northampton Township Code related to general administrative requirements and the elimination of inconsistent provisions.

Chairman Selisker called for Board and public comment. There was none.

**Motion Passed 5-0.**

Chairman Selisker closed the hearing at 8:00 pm.

**NEW BUSINESS**

**Consider Resolution Authorizing Participation in the County-Wide FEMA/PEMA Disaster Hazard Mitigation Grant Program**

Mr. O'Donnell explained following the significant impacts of Hurricane Ida on many local communities, the Federal Emergency Management Agency (FEMA) recently announced that it was accepting Letters of Intent to participate in a Hazard Mitigation Grant Program to help mitigate the impacts of flooding and improve emergency preparedness. The program is part of a \$3.46 Billion allocation for 19 recent Federal Emergency Natural Disaster Declarations.

While details of the program are still being developed, the Administration believes it is prudent to file applications for grant funding under the program to improve our emergency preparedness, improve stormwater management, and address several long-standing flooding conditions. These include:

- Converting detention basins to infiltration basins to comply with our Municipal Separate Storm Sewer System (MS4) permit
- Conducting a Township-wide stormwater management study
- Installing emergency generation at the library, senior center, and recreation center so these facilities can serve as emergency shelters
- Improving the stormwater system along Sackettsford Road

The estimated cost for these projects is \$1.6 Million. Although documentation from FEMA states that there is a 25% match, we have heard from our contact at the Pennsylvania Emergency Management Agency (PEMA) that the State will pay 22% of the matching requirement, leaving the Township with a 3% local match, or \$48,000.

FEMA announced this grant program early last month with a short deadline to file Letters of Intent. The Administration filed 3 Letters of Intent for separate projects that include the above-

listed items. This did not commit the Township to the matching funds but provided the ability to file formal applications when the grant program officially opens.

A motion was made and seconded (O'Donnell–Silver) to approve Resolution R-21-24 authorizing the Township Manager to file grant applications with the Federal Emergency Management Agency to fund stormwater management and emergency generation projects to mitigate the impacts of flooding in various areas of the Township and to enhance the Township's ability to provide emergency shelters during severe storm events

Chairman Selisker called for Board and public comment. There was none.

**Motion Passed 5-0.**

**Consider Resolution Authorizing Issuance of Tax Anticipation Note for the 2022 Calendar Year**

Dr. Rose explained due to a projected reduction in the Township's cash position through the first 4 months of 2022, the Finance Director recommends the Board authorize a tax anticipation note, which is a short-term loan used for cash flow purposes, in anticipation of tax receipts expected in April and May.

The Township solicited proposals from several financial institutions and received a very favorable proposal from the First National Bank and Trust Company of Newtown to borrow \$3 Million for fiscal 2022, at an interest rate of 0.75% for the period January 15, 2022, through May 15, 2022, with no pre- payment penalty.

A motion was made and seconded to adopt resolution R-21-25 authorizing the issuance of a tax anticipation loan from First National Bank and Trust Company of Newtown at an annual interest rate of 0.75% and authorizing the appropriate Township officers to execute all necessary documents in connection with the loan.

Chairman Selisker called for Board comment and public comment. There was none.

**Motion Passed 5-0.**

**Consider Resolution Authorizing Short Term Loans for Equipment Acquisition**

Dr. Rose noted each year the Township seeks proposals from qualified lending institutions for a short-term loan to finance the acquisition of capital equipment. This year the Finance Department solicited proposals from nine potential lenders for a \$750,000 loan with a five-year term. The Township received two proposals; one from Penn Community Bank and the other from TD Bank. The other financial institutions either declined to submit a proposal or did not respond.

Based on the proposals received by the Finance Department, TD Bank offered the lowest interest rate at 1.590% with an estimated annual installment payment of \$157,230.

If approved by the Board, a Master Lease/Purchase Agreement will be prepared for execution before settlement, and the Township would secure the funds before February 28, 2022. The capital equipment will become Township property when the loan obligation is satisfied. A list of the capital equipment to be purchased was provided.

To secure the loan, the Board must adopt a Resolution authorizing the loan obligation and designating a Township Official to execute the loan documents.

A motion was made and seconded (Rose-Silver) to adopt Resolution R-21-26 authorizing the Township to incur a 5-year capital equipment loan for \$750,000 with TD Bank for the acquisition of 2022 capital equipment and to authorize the Township Manager to execute all documents required for the loan.

Chairman Selisker called for Board comment.

Discussion ensued among the Board asking questions on equipment intended to be purchased, the need for these items, and how long are the proposed interest rates good for.

Mr. Pellegrino responded answering the various questions and explaining the Bank process.

Chairman Selisker called for public comment. There was none.

**Motion Passed 5-0.**

**Consider Agreement with the Miracle League of Northampton Township**

Mrs. Silver noted that following the successful partnership with The Miracle League of Northampton Township, PA, and the Miracle League Fields in Municipal Park, the Township has been working together with the Miracle League over the past 4 years on plans to renovate and improve the existing playground at the Township's Municipal Park on Hatboro Road.

Through State Grants and Miracle League fundraising, proposed improvements include expanding the current footprint to allow for new pieces of equipment, replacement of the poured in place surface, and fencing of the entire playground. Once completed children and families of all abilities will have the opportunity to play together on the All-Inclusive playground.

The purpose of this Agreement is to specify the Township's and the Miracle League's contributions to the project and outline future responsibilities. The total project cost is \$675,500. The Township secured \$325,500 in grant funds from the PA Department of Conservation and Natural Resources (DCNR) and \$50,000.00 from the PA Department of

Community and Economic Development (DCED). The Miracle League is contributing \$300,000 to cover the balance of the project costs.

A motion was made and seconded (Silver-Rose) to authorize the Chairman of the Board of Supervisors to execute the Facility Partnership Agreement between Northampton Township and the Miracle League of Northampton Township, PA to fund and construct an All-Inclusive Playground within the Northampton Township Municipal Park.

Chairman Selisker called for Board comment.

Board discussion ensued and all agreed this playground will be an asset to the Township. Chairman Selisker called for public comment. There was none.

**Motion Passed 5-0.**

**Report on 2022 Revised Minimum Municipal Obligation for Police and Non-Uniformed Employee Pension Plans**

Mr. O'Donnell explained that the Administration is required by law to submit a report to the Board of Supervisors on the Minimum Municipal Obligation (MMO) for each of the employee pension plans by September 30 each year for the following fiscal year. The MMO represents the funding level required by the Township to maintain the actuarial soundness of each plan.

As required, the MMO was submitted on September 25, 2021, and the required financial obligation was \$2,096,006. This required contribution was based on an Actuarial Valuation Report (AVR) as of January 1, 2019.

At the Administration's request the Township Actuaries, Mockenhaupt Benefits Group, completed a new Actuarial Valuation Report as of January 1, 2021. The report would typically be completed in the first quarter of next year and filed with the Pennsylvania Department of the Auditor General in March as required by state law.

The Administration asked for the updated AVR knowing that the positive market returns on our pension plan investments in December 2020 may have the effect of reducing the MMO for 2022 and that the Township has the ability to submit a revised MMO to the State before December 31, 2021.

In addition to preparing the update AVR, the Actuary also calculated a revised MMO for 2022, indicating that the Township pension plan obligation for next year could be reduced by \$207,259. The following chart shows the detail for each pension plan:

	<b>Police Pension Plan</b>	<b>Non-Uniformed Pension Plan</b>	<b>Total</b>
MMO (1-1-19 AVR) \$	989,583	\$ 991,512	\$ 1,981,095
<b>MMO (1-1-21 AVR)</b>	<b>893,812</b>	<b>880,024</b>	<b>1,773,836</b>
	\$ 95,771	\$ 111,488	\$ 207,259

Mr. O'Donnell noted the Administration recommends the Township use the revised MMO in the Preliminary Budget and reduce the proposed General Fund appropriation- by \$207,259 for 2022.

Mr. O'Donnell explained that a vote to approve the revised MMO's is **NOT** required but this information must be included in the meeting minutes for auditing purposes.

**Consider Adoption of 2022 Preliminary Budget**

Mrs. Silver stated the proposed 2022 Budget was advertised for public inspection on November 21, 2021 and a copy was available in the Township Administration Building and on the Township website since Preliminary Budget adoption by the Board on November 17, 2021.

To date there has been no public input on the proposed budget. Mrs. Silver deferred to Mr. Pellegrino for comment.

Mr. Pellegrino presented a brief overview of the proposed 2022 budget and explained the variables that affect revenues and expenditures. He noted changes from the 2021 budget and noted there is a proposed increase in the General Fund tax rate from 6.0247 mills to 8.8747 mills, and a proposed increase in the Rescue Squad millage from 0.5000 mills to 0.7500 mills.

A motion was made and seconded (Silver-Moore) for final adoption of the 2022 Preliminary Budget to include a reduction in the required Minimum Municipal Obligation for the Police and Non-Uniformed Employee Pension Plans of \$207,259 as recommended by the Township Administration

Chairman Selisker called for Board comment.

Mr. O'Donnell commented on the negative fund balance for the Northampton Valley Country Club and suggested a reduction in capital appropriations to the Country Club Capital Fund to eliminate the country club operating fund deficit. Discussion ensued between Mr. Pellegrino and the Board on this matter, with a majority of the Board commenting that the appropriations should not be changed

Chairman Selisker called for public comment. There was none.

**Motion Passed 5-0.**

**REPORTS**

Dr. Rose made the following announcements:

- The Senior Center held a Wreath Fundraiser and a Holiday Marketplace and both were a huge success.
- Many exciting events are planned for the Senior Center for 2022 check their website at [nhsc@nhtwp.org](mailto:nhsc@nhtwp.org) or call 215-357-8799 for more information.
- Parks and Recreation invited Mrs. Clause to visit the Wetzell Pavilion on Saturday, December 4<sup>th</sup>. Mrs. Clause brought a few special guests including Mr. Clause and a couple of his reindeer making it a memorable event for all. A big thank you to the Council Rock Education for sponsoring this event.
- The Municipal Park is filled with the sounds of Holiday Cheer, the Council Rock United decorated the trees throughout, and a community tree is by the Amphitheater for everyone to place an ornament on how they celebrate the holidays.
- Driving around the Township you will see many beautifully decorated houses be a part of the Light the Night contest where the winner will receive the People's choice award and a monetary prize. If you just like to look at the lights, the Parks and Recreation Department has pinned them on a google map. See the Parks and Recreation website for more information.

Mr. O'Donnell made the following announcements:

- No report. Took the time to congratulate his grandson Matthew O'Donnell, 5<sup>th</sup> generation military, and congratulated him on his graduation from the Montgomery Police Academy tonight.

Mrs. Silver questions if the Municipal Authority was changing its name? Mr. O'Donnell explained the "Authority" has hired someone to come in and look for ways to improve public relations. So they are looking into changing its name as well as upgrading its customer service.

Mr. Moore made the following announcements:

- No Report.



Mrs. Silver made the following announcements:

- The Library has changed their meeting to the 2<sup>nd</sup> Thursday of the month and has changed the time to 7:00 pm. Thanked each member for their hard work on the Board.
- A new Library Director has been hired, his name is Wayne Lahr, he comes to the Township from the Bucks County Library System and he will be starting January 3, 2022. Stop by and give him a warm welcome.
- Yard waste will be the same day as trash starting December 16<sup>th</sup> through March 31<sup>st</sup>. Residents are allowed a maximum of 5 bags and are put with the regular trash.
- On December 16<sup>th</sup> all dumpsters will be removed from all locations.
- Reviewed her time in office and thanked the residents and employees.

Chairman Selisker made the following announcements:

- Santa Clause collaborated with the Fire Company for a meet and greet and fun was had by everyone who attended.
- The Northampton Township Fire Company donated a Firetruck to the Mayfield Fire Department in Kentucky that was hit by a devastating tornado. To help them restart their Fire Company so they can protect their community.
- Eileen Silver welcomed the two new Supervisors, Paula Gasper and Robert Salzer.

#### **MANAGER'S REPORT**

Thanked the outgoing Supervisors for their service.

#### **SOLICITOR'S REPORT**

Thanked the Board for the opportunity to serve as the Solicitor for the Township. Wished Mrs. Silver and Mr. O'Donnell well in their future endeavors. Welcomed the two new Supervisors.

#### **ENGINEER'S REPORT**

Echoed Mr. Pizzo's comments.

#### **PUBLIC COMMENT**

Chairman Selisker called for public comment. There was none.

Chairman Selisker thanked the Board for selecting him as Chairman for this year.

Chairman Selisker called Mrs. Silver and Mr. O'Donnell to the floor and presented them with a gift for their service to the Board and the community.

Each Board member spoke on working with Mrs. Silver and Mr. O'Donnell and thanked them for their service.

The meeting was adjourned at 8:58 p.m.

Respectfully Submitted,

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Robert M. Pellegrino, Assistant Secretary