

January 24, 2022
7:00 p.m.

The regular meeting of Doylestown Borough Council was held on the above date and time in Council Chambers, with the following members present: Council President Jack O'Brien, Vice President Wendy Margolis, and Council Members Tim Brennan, Larry Browne, Joe Frederick, Jennifer Jarret, Dennis Livrone, and Amy Popkin. Also present were Junior Councilperson Mary Frances McNulty, Borough Solicitor Joanna Waldron, Central Bucks Regional Police Department Police Chief Karl Knott, Borough Engineer Jim Dougherty, Borough Manager John Davis, Building and Zoning Karyn Hyland, and Planning/Public Works Director/Deputy Borough Manager Phil Ehlinger. Council Member Ben Bell and Mayor Noni West were absent. Finance Director Caroline Brinker was absent due to her attendance at the Fanny Chapman Board Meeting.

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

APPROVAL OF MINUTES

Mr. O'Brien called for a motion to approve the **December 20, 2021 Council Meeting Minutes**. (Browne-Margolis) The vote was called and the minutes were unanimously approved.

Mr. O'Brien then called for a motion to approve the **January 3, 2022 Council Reorganization Meeting**. Mr. Livrone commented that his name was missing in the first paragraph of the minutes as having attended, and asked that it be corrected. Mr. O'Brien replied that it would be. Motion to approve the minutes as amended. (Browne-Jarret) The vote was called and the minutes were unanimously approved.

MAYOR'S REPORT: No report. (Mayor West was not present.)

PUBLIC SAFETY - Mr. Frederick

1. Authorization to Draft and Advertise an Ordinance Regulating Parking on Doyle Street at the New Borough Hall. Mr. Frederick stated that the Borough Hall and Broad Commons Park project created six (6) on-street parking spaces on Doyle Street between Broad Street and Belvedere, which spaces are intended for the use of Borough Hall and Park visitors. He said that Borough Staff and the Public Safety Committee are recommending the following restrictions for these spaces: (1) one space, directly east of the crosswalk, limited to handicap parking; and, (2) five spaces limited to 30-minute parking from 8:30 a.m. to 4:30 p.m., Monday through Friday, and to a three-hour time limit at all other times. Mr. Frederick said that if Council wished to follow the recommendation, it could do so by motion. (Frederick-Browne) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

PUBLIC WORKS AND ADMINISTRATION - Mr. Browne

Mr. Browne noted that the Committee did not meet this month and then asked Mr. Ehlinger for the monthly Public Works Department report. Mr. Ehlinger replied that the report was provided in Council's packet and the department has been very busy. He then presented a slideshow of construction snapshots of the park and the new building.

COMMUNITY AND GOVERNMENTAL AFFAIRS - Mr. Bell

In Mr. Bell's absence, Mr. O'Brien reported that the Committee did meet and they discussed some items that they would like to address this year. He said Mr. Bell would elaborate on those items in the future.

ZONING AND PLANNING - Mr. Brennan

1. **Comprehensive Plan Update, Consideration of Proposal Submitted by the Bucks County Planning Commission.** Mr. Brennan said that the scope of this plan includes a public survey and several public meetings and workshops to develop plan goals. He said that the results, information, and suggestions from the recent Comprehensive Plan Survey completed by Borough Council will be used as the starting point. He said the proposal includes a prototypical process of public workshops focusing on the following topics: house, economic development and land use, environment and resiliency, transportation and connectivity, and open space and recreation. Mr. Brennan said that the proposed cost of the project is \$26,000 for the base scope. He said they also offered an additional technical survey upgrade to be performed by a subconsultant for \$15,000. He said that Staff is recommending the base scope only.

Mr. Brennan said that the Zoning and Planning Committee has reviewed this proposal and recommends the base scope be accepted by Borough Council. He said that if Council was in agreement, the proposal could be accepted by motion and the appropriate professional services agreement will be executed. (Brennan-Margolis) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

2. **Historic & Architectural Review Board (HARB) Recommendations.** Mr. Brennan said that an application for 20 Donaldson Street was submitted and distributed to the HARB for review. He said that due to the lack of a quorum, the HARB did not hold its December 23, 2021 meeting. Mr. Brennan said that Borough Staff, in conjunction with feedback received from individual HARB members, recommends issuance of a Certificate of Appropriateness for the 20 Donaldson Street sign application .

Mr. Brennan said that the Zoning & Planning Committee recommended that Council approve the application in accordance with Staff's recommendation, and if Council wished to follow the recommendation, it could do so by motion. (Brennan-Jarret) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

3. **Code Enforcement Monthly Activity Report** and 4. **Building Inspection Monthly Report**. Mr. Brennan stated that these reports were provided in Council's packet and they are available to the public by following the packet link noted on this meeting's Agenda.

ENVIRONMENT AND RECREATION - Ms. Margolis

Ms. Margolis stated that the Committee did not meet, but there is one item that comes from the Park and Recreation Board: **Soccer Shots Program Agreement**. She said that this is an agreement between the Borough and Soccer Shots to partner in providing a soccer program for youth, two to eight years of age. She noted that the program was successfully run as a trial in 2021.

Ms. Margolis said that the Park and Recreation Board recommends that Council approve the agreement which has also been reviewed and approved by Soccer Shots and the Borough Solicitor. She said that if Council wished to follow the recommendation, it could do so by motion. (Margolis-Livrone) With no questions or comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

WATER UTILITY - Ms. Jarret

Ms. Jarret reported that the Committee did not meet for the lack of an agenda.

FINANCE/PENSION - Ms. Popkin

1. **Consideration of Resolution No. 2022-2, Authorizing Prepayment of Certain Invoices.** Ms. Popkin said that this resolution authorizes the prepayment of certain invoices prior to the regularly scheduled approval at each monthly Council meeting. She said that this a housekeeping item and will update Resolution #2020-1. Ms. Popkin said that during the course of the month, there is often a need to pay an invoice outside of those approved at the Council meeting. An example would be a vendor invoice with an early due date, or a refund. She said that limits are set on the maximum amount that can be approved by the Borough Manager. Ms. Popkin stated that any invoices outside of these limits would be reviewed and approved by the Council President. She noted that any and all payments paid prior to the Council meeting are detailed and approved through the prepaid invoice list provided with the Council packets.

Ms. Popkin said that the Finance and Pension Committee is recommending that Council adopt Resolution No. 2022-2, and if Council wished to follow the recommendation, it could do so by motion. (Popkin-Jarret) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

2. **Authorization to Advertise Ordinance Changing the Location of Borough Council Meetings.** Ms. Popkin stated that this ordinance updates the current Code of Ordinances to relocate the monthly meeting of Borough Council from 57 West Court Street to 10 Doyle Street, Doylestown, Pa. She said that the Finance and Administration Committee is recommending that Council authorize the advertisement of the this ordinance. Ms. Popkin said that if Council wished

to follow the recommendation, it could do so by motion. (Popkin-Margolis) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

3. **Finance Report.** In Ms. Brinker's absence, Mr. Davis provided the monthly **Finance Report**. He reported that the total of all funds expended was \$1,416,164.08. Motion to approve the Finance Report. (O'Brien-Frederick) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

PERSONNEL - Mr. O'Brien

Mr. O'Brien reported that the Committee did not meet this month, but board vacancies were advertised and we have been receiving applications. He believed interviews are being scheduled and thought they would occur in the beginning of February.

PROFESSIONALS' REPORTS

Engineer's Report - Mr. Dougherty: No report.

Solicitor's Report - Ms. Waldron: No report.

Central Bucks Regional Police Department (CBRPD) Activities Report. Chief Knott: No report other than what was included in the packet. The CBRPD monthly activity report showed there were 800 incidents in the Borough in December 2021, and year-to-date, the Department spent \$6,205,572.25, and were at 99.86% of their yearly budget.

PRESIDENT'S REPORT

Mr. O'Brien commented that it's very nice being in the new Borough Hall and said that Mr. Ehlinger's presentation earlier depicted what the place used to look like compared to what it looks like now. He said a debt of gratitude is owed to our Public Works Department's efforts in getting this job completed, as well as to the subcontractors, and to Adams-Bickel who was basically our eyes and ears on the job.

OLD BUSINESS

1. **Resolution No. 2022-3, Authorizing Entering Into an Agreement of Sale for 57 West Court Street.** Mr. O'Brien said that this resolution, as requested and drafted by the Borough Solicitor, facilitates the sale of the old Borough Hall. He said that settlement will take place on or before January 28, 2022.

Mr. O'Brien said that if Council wished to adopt Resolution No. 2022-3, it could do so by motion. (O'Brien-Browne) Mr. Davis noted that settlement will occur on January 28. With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

NEW BUSINESS

Ms. McNulty stated that during the October Council Meeting, it was noted how successful the food drive was and that perhaps another would be arranged for February or March 2022. She asked if Council intends to do so. Mr. O'Brien replied that one is not yet scheduled, but he would bring up the matter to the Community and Governmental Affairs Committee.

Mr. Browne said that in the wake of some tragedies on a national scale, he wanted to emphasize to everyone in the community that they should regularly check their smoke detectors to make sure that they're working, that they have a working escape plan, and that they safely use their heaters in their houses, especially at this time of the year. He said it's been a rough month for fire services in the United States and they would like to see people be safe and be prepared.

Mr. Browne also wanted to give a shout out to Borough resident Grant Castor, who recently stepped down as one of the Battalion Chiefs of the Fire Department. He said that Grant has been involved with the fire company since he was 14 or 16 years of age. Mr. Browne said Grant just completed a very good four years as Battalion Chief and he is now stepping back to take time for his family and his job. Mr. Browne said Grant did a spectacular job in that leadership position.

OPEN PUBLIC COMMENT: None.

EXECUTIVE SESSION: None.

ADJOURNMENT

At 7:22 p.m., President O'Brien entertained a motion to adjourn. (Browne-Margolis) The vote was called and the motion passed unanimously.

Respectfully submitted,

John H. Davis
Borough Manager

:sa