

December 17, 2018
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 Noni West, and Council Members Ben Bell, Don Berk, Tim Brennan, Joe Flood, Joe Frederick, Sue Gordon, and Wendy Margolis. Also present were Mayor Ron Strouse, Junior Councilperson Josie Hall, Borough Manager John Davis, Central Bucks Regional Police Department Police Chief Karl Knott, Borough Engineer Jim Dougherty, Planning/Public Works Director/Deputy Borough Manager Phil Ehlinger, Finance Director Caroline Brinker, Director of Building & Zoning Karyn Hyland, and Water Director Chris Norris. Joanna Waldron, Esquire was present for Borough Solicitor Jordan Yeager.

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

1. **Stewardship Award.** Mayor Strouse stated that once a year, the Economic Development Advisory Board accepts nominations for their annual Stewardship Award. He said this year the selected property, out of a host of nominees, was what some people will remember as being the old Melinda Cox Library, and more people will remember it as being the Bucks County Controller's building, at the corner of East Court and Broad Street. The Mayor said it was a complete renovation inside and out, and a significant addition was added to the top of the building, which included a pergola and an area to relax. The Mayor said it was great to give the award this year to Dr. Kevin Fitzgerald, who was unable to attend the meeting tonight. He said it is a great compliment to Doylestown.

APPROVAL OF MINUTES

Mr. O'Brien called for a motion to approve the **November 19, 2018 Council Meeting minutes.** (Margolis-West) The vote was called and the minutes were unanimously approved.

MAYOR'S REPORT

Mayor Strouse said he is sometimes expected to comment on the state of the Borough and, while this is in no way an occasion for a comprehensive review, it is an opportunity to reflect on one process that reaches a conclusion tonight. He said that in many ways, the budgeting process is the most focused and important function of our municipal government. It establishes the priorities of our municipal government among all the competing interests. The Mayor said the process requires hours of commitment from Borough Staff as well as our Central Bucks Regional Police Department and Central Bucks Regional Police Commission.

Mayor Strouse commented that the process reflects on the talent and commitment of our elected members of Council. He said they, without compensation, devote hours to the process of building a budget with the foremost interests of the community in mind, working out priorities while being mindful of limited financial resources. He said when tax increases occur, it is based on sound governance and decision-making, with partisanship taking a secondary stance, as it should.

Mayor Strouse said our elected officials are seldom thanked for the work they do, the work they chose to run for office to do, but he said they are doing it well and there's no better time to acknowledge that than at the end of the budgeting process.

PUBLIC SAFETY - Ms. Gordon

1. Ms. Gordon gave the **Doylestown Fire Co. No. 1 Report**, stating there were 21 incidents requiring the Fire Company's response in November.

PUBLIC WORKS AND ADMINISTRATION - Mr. Frederick

Mr. Frederick stated he had nothing to report and he then asked Mr. Ehlinger for the **Public Works Monthly Report**. Mr. Ehlinger stated that the monthly Work Order Report and the Fleet Services Report were provided. He said there's a fairly low number of work orders because it has been an all hands on deck on leaves. Mr. Ehlinger said he was proud to report that at one point, they were four and a half days behind schedule due to rain, but as of this week, they are on schedule in Area 5 and they'll finish on time by Friday. He said the men did a great job of catching up.

COMMUNITY AND GOVERNMENTAL AFFAIRS - Mr. Berk: No meeting. No report.

ZONING AND PLANNING - Mr. Brennan

1. **Historic & Architectural Review Board (HARB) Report.** Mr. Brennan said that at their regular monthly meeting, the HARB recommended the issuance of Certificates of Appropriateness for the following applications as submitted: Sign Applications: (1) 33 North Main Street, Kung Fu Restaurant LLC, business sign and window sign that is subject to zoning approval and (2) 45 East State Street, Evolution Candy, two business signs, one at the top of the building and one at street level; and, Building Applications: (1) 277 Belmont Avenue, Tom and Laura Povedano, replacing existing vinyl siding and replacing the windows with Anderson 400 series, (2) 278 West Oakland Avenue, Kurt and Amy Kremser, HARB recommends modification to the existing Certificate of Appropriateness for Wolf Portrait material to be used for the siding, reduce the size of a balcony from the original submission, and use Slate Line material on the pent roof, and, (3) 82 S. Clinton Street, Robert and Claire Huffman, HARB recommends a certificate of Appropriateness for the following third floor window repairs/replacement: the front window and one east window should be repaired. If that option is not feasible, wood windows should be used to replicate the historic look. The side window must be changed to an egress casement with an arch top that is integrated with simulated meeting rail.

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

2. **Code Enforcement Monthly Activity Report.** Mr. Brennan reported there were 45 residential and eight non-residential use and occupancy inspections, 37 complaints were investigated, three building inspections, two recycling inspections, 10 sidewalk/paving inspections, one sidewalk/snow inspections, four litter enforcement, no graffiti, 15 fire company issues, and five tree removal permits/issues.

3. **Building Inspection Monthly Report.** Mr. Brennan reported there were 164 total permits and a total cost of permit fees of \$81,720.50

ENVIRONMENT AND RECREATION - Ms. Margolis: No meeting. No report.

WATER UTILITY - Mr. Flood

Mr. Flood stated he had no report and then called upon Mr. Norris for the monthly Water Department Report. Mr. Norris reported that there was one water main repair, 29 water meter repairs, nine well house repairs, three house calls, six emergency shutoffs, two bulk chemical deliveries, and nine SCADA System Alarms. From the front office, he said there were 11 final readings, 43 water leak notices sent, 11 meter repair notices sent, 224 late payment notices sent, and 42 shutoff notices sent. Mr. Norris said that as far as the efficiency and safety projects are concerned, improvements to the well house at the old water works were wrapped up.

FINANCE/PENSION - Ms. West

1. **Adoption of 2019 Budget.** Ms. West said the 2019 Budget had been advertised and made available for public inspection at Borough Hall and on the Borough's website for a minimum of 10 days prior to the final budget adoption. She noted that copies of the 2019 Budget Message and Budget Summary, with related charts and graphs, have been prepared for the public and the press. Ms. West said if Council agreed with the proposed 2019 Budget, a motion to adopt and approve the budget could be made. (West-Margolis). With no comments from Council, Staff, or the public, the vote was called. The vote was in favor of the motion with one "No" from Mr. Flood. The motion passed.

2. **Consideration of Ordinance No. 2018-14, Setting the 2019 Real Estate Tax Rate.** Ms. West stated that in conjunction with the adoption of the 2019 Budget, an ordinance is required to set the 2019 Tax Rate. She said for the year 2019, the General Purpose Tax is 10.165 mills, the Fire Protection Tax is 1.70 mills, the Special Road Fund Tax is 1.5 mills, the Ambulance and Rescue Squad Tax is .5 mills, and the Debt Service Tax is 1.31 mills. Ms. West stated that the total millage will be 15.175. Ms. West said that if Council agreed with the proposed ordinance, then it could be adopted by motion. (West-Gordon) With no comments from Council or the public, the vote was called. The vote was in favor of the motion with one "No" from Mr. Flood. The motion passed.

3. **Consideration of Ordinance No. 2018-13, Setting the Special Permit Parking Fee.** Ms. West stated that in conjunction with the adoption of the 2019 Budget, an ordinance is required setting the special permit parking fees and establishing a parking permit for contractors performing work within the Borough. Ms. West said that if Council wished to adopt Ordinance No. 2018-13, they could do so by motion. (West-Gordon) With no comments from Council or the public, the vote was called. All were in favor and the motion passed unanimously.

4. **Consideration of Ordinance No. 2018-12, Setting the 2019 Water Rates and Fees.** Ms. West said that in conjunction with the adoption of the 2019 Preliminary Budget, an ordinance setting the water rates and standby fire protection service fees for 2019 is required. Motion to adopt Ordinance No. 2018-12. (West-Frederick) With no comments from Council, Staff, or the public, Mr. O'Brien called the vote. The vote was in favor of the motion with one "No" from Mr. Flood. The motion passed.

5. **Consideration of Resolution No. 2018-13, 2019 Fee Schedule.** Ms. West said this resolution adopts the fee schedule for 2019, and if Council agreed with the proposed resolution and Fee Schedule, it could be adopted by motion. (West-Gordon) With no comments from Council or the public, the vote was called. All were in favor and the motion passed unanimously.

6. **2019 COLA for Non-Uniformed Pension Plan Retirees.** Ms. West stated that Univest Municipal Pension Services, the consultant for the Non-Uniformed Pension Plan, has reviewed the plan in accordance with Ordinance No. 2011-15, and has prepared a cost estimate for awarding a 2019 cost-of-living adjustment (COLA) of 2.5% for benefit recipients. She said the COLA is based on the increase in the applicable Consumer Price Index. Ms. West said that an annual COLA may be provided to a retired participant effective the first January following at least one year from the initial date of retirement. She said that therefore, COLA increases are not guaranteed and are reviewed by the Finance Committee on an annual basis.

Ms. West stated that a schedule detailing the 2019 COLA for eligible retirees was provided. She said to be eligible, the recipient must have been an employee, not a surviving spouse, and must have been in the plan for the full year prior to the proposed increase.

Ms. West said that the Committee is recommending that Council approve the 2019 COLA for the eligible retirees in the Non-Uniformed Pension Plan, and if Council agrees with that recommendation, it could approve same by motion. (West-Gordon) With no comments from Council or the public, the vote was called. All were in favor and the motion passed unanimously.

7. **Finance Report.** Ms. West asked Ms. Brinker for the monthly finance report. Ms. Brinker reported that the total of all funds expended was \$1,060,709.44. Motion to approve the Finance Report. (West-Gordon) 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 said there was one item that was not on the agenda, which was the **Doylestown Hospital Authority/Appointment of Board Members.** Mr. O'Brien said the Board of Directors of the Village Improvement Association of Doylestown (VIA) requests the reappointment of Richard Colello to an additional term on the Doylestown Hospital Authority (DHA), effective January 1, 2019 to December 31, 2023. In addition, the VIA is nominating Andrew Happ to fill the Board vacancy created by the death of Leonard Sadowski. He said Mr. Happ's term would be for the remainder of Mr. Sadowski's term, effective January 1, 2019 though December 31, 2020. Mr. O'Brien said that if Council wished to follow the recommendation of the Village Improvement Association, it could do so by motion. (O'Brien-Margolis)

Mr. Flood commented that these are terrific people who do great work. Mr. O'Brien concurred and added that the VIA does so much in this town, it's amazing.

With no further comment from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

PROFESSIONALS' REPORTS

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

Solicitor's Report - Ms. Waldron for Mr. Yeager: No report.

Central Bucks Regional Police Department (CBRPD) Activities Report. Police Chief Knott stated the Police Activity Report was provided, showing that last month, there were 1190

incidents in the Borough. Chief Knott said they have spent \$4,987,869.03 and are at 100% of their yearly budget.

PRESIDENT'S REPORT: None.

OLD BUSINESS

Mr. Bell reported that the newly formed Pride Month Working Group had its second meeting and they elected their officers, "and they're off to the races."

NEW BUSINESS

Mr. Flood wanted to recognize and congratulate the CB West Girls Cross Country Team as they are back to back now, District One and Conference Champion. He said they won the Conference in mid-October and the District in late October, which is very, very difficult to do. He said that their District Championship win last year was the first in the history of Central Bucks School District, so winning back to back years, they did terrific. Mr. Flood said they were tenth in the state and they've now started on indoor track.

Mr. Flood said earlier this year, the Mayor recognized their coaches and we may have been premature as their coach, Kiki Bell, somewhere around the same point, was diagnosed with breast cancer and she's been going through treatment all year. He said that her persistence is amazing as she has coached the team all through her treatment. Mr. Flood said his daughter has Ms. Bell as an English teacher so she's continuing to teach and coach, which provides a tremendous role model for these young women. He said may have been premature recognizing her, but we recognized her and Coach Munley, and they were the right people to recognize in this community.

OPEN PUBLIC COMMENT: None.

EXECUTIVE SESSION: None.

ADJOURNMENT

At 7:22 p.m., Mr. O'Brien entertained a motion to adjourn. Mr. Flood motioned to adjourn in the memory of former President of the United States who passed away, George H.W. Bush. The motion was seconded by Ms. West. The vote was called and the motion passed unanimously.

Respectfully submitted,

John H. Davis
Borough Manager

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