

February 26, 2024
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 Amy Popkin, and Council Members Ben Bell, Larry Browne, Joe Frederick, Jennifer Jarret, Robert Kinney, and Dennis Livrone. Also present were Mayor Noni West, Junior Councilperson Jack Swartley, Borough Solicitor Ernest Closser, Borough Engineer Jim Dougherty, Central Bucks Regional Police Department Police Chief Karl Knott, Borough Manager John Davis, Building and Zoning Director Karyn Hyland, and Planning/Public Works Director/Deputy Borough Manager Phil Ehlinger. Elizabeth Wyckoff was absent, as was Finance Director Caroline Brinker due to her attendance at the Fanny Chapman Pool Board meeting.

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

Mayor West presented a plaque to Robert Shaffer for his service on the Board of Managers of the Fanny Chapman Swimming Pool, 2018-2023. Mr. Shaffer thanked Council and the Mayor and provided a few comments.

The Mayor next presented a plaque to former Councilperson Wendy Margolis, who represented Ward 1 from April 2013 until her term ending December 2023. Ms. Margolis thanked the Mayor, Council, former Councilperson Lou White, and many others for their support. She said it was her privilege to serve Maplewood and the rest of Ward 1 for more than 10 years, and she appreciated the support regarding her environmental and conservation efforts. Ms. Margolis encouraged more women to run for Borough Council as it was one of the most rewarding and educational things she's ever done.

APPROVAL OF MINUTES

Mr. O'Brien called for a motion to approve the **January 22, 2024 Council Meeting Minutes**. (Browne-Jarrett) Mr. O'Brien called the vote, All were in favor and the minutes were unanimously approved.

MAYOR'S REPORT

Mayor West reported that the DART Committee met in February for their quarterly meeting, where the Annual Report for 2023 was presented. She provided ridership information for the six municipalities that DART serves. She also noted that the marketing firm Halibut Blue has been retained to re-introduce DART and address ridership for the Doylestown DART.

Mayor West said that on February 24, the YWCA Bucks County, the Bucks County Opportunity Council, and Family Service Association of Bucks County held their second "Coldest

Night of the Year” walk to support programs and services for those experiencing homelessness and hunger in the County. She gave thanks to those organizations for raising awareness for an important cause and to Councilwoman Popkin for representing Council and Mayor at the walk.

Lastly, Mayor West reported that Discover Doylestown and our businesses are organizing an Easter Egg hunt to run from March 10- 30, and the Easter Bunny will visit our town on March 24.

PUBLIC SAFETY - Mr. Frederick

1. **Authorization to Advertise Ordinance Prohibiting the Retail Sale of Dogs and Cats.**

Mr. Frederick said that this ordinance, drafted by the Borough Solicitor, prohibits the retail sale of dogs and cats in the Borough. Designed to decrease the demand for animals bred at puppy and kitten mills, the ordinance would not affect residents’ ability to obtain a dog or cat directly from a rescue, shelter, or hobby breeder. Mr. Frederick said that no existing businesses in the Borough would be impacted by the ordinance, which is endorsed by the Humane Society and the S.P.C.A.

Following the recommendation of the Public Safety Committee, a motion was made to authorize the advertising of the ordinance. (Frederick-Browne) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

2. Mr. Frederick said that the **Doylestown Fire Company monthly report** was provided in Council’s packet and is available to the public by following the packet link noted on this meeting’s Agenda.

PUBLIC WORKS AND ADMINISTRATION - Mr. Browne

1. **2024/25, Two-Year Contract), Landscape Maintenance Bids.** Mr. Browne said that on January 23, 2024, bids were opened for the 2024-25, two years, Landscape Maintenance contract. A bid tabulation was provided. He said that the Public Works Committee reviewed the bids and is recommending Council award the bid to the low bidder, Gorecon Inc., at a price of \$83,100.00 conditioned upon receipt of a properly executed performance bond and compliance with the bid specifications.

Following the recommendation of the Public Works Committee, a motion was made to award the 2024/25 Landscape Maintenance Bid to low bidder Gorecon, Inc. (Browne-Kinney) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

2. **2024 Milling Bids.** Mr. Browne said that on January 31, 2024, bids were opened for the milling of roads for the 2024 paving season. A bid tabulation was provided. Following the Public Works Committee’s recommendation, a motion was made to award the 2024 Milling Bid to low bidder Miller Soil Solutions, LLC at a price of \$33,982.98 conditioned upon receipt of a properly executed performance bond and compliance with the bid specifications. (Browne-Frederick) With

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

3. **Municipal Public Auction Results 2/20/24.** Mr. Browne said that the Borough periodically sells surplus vehicles and equipment at auction, and usually via the Municibid auction website. He said that on February 20, 2024, auctions closed on four units and the Borough received bids on the following items: (1) 45' Construction Trailer - \$4650 high bid by Gulshan Chhabra; (2) 2004 Ford F-150 - \$8200 high bid by Daniel Peters; (3) 1998 GMC Diesel 1 Ton Dump Truck - \$5200 high bid by Jeremy Zechman; and, (4) 2000 GMC Sonoma Pickup Truck - \$3800 high bid by Mark Boehm. It was noted that the high bids meet or exceed fair market value.

Mr. Browne said that the final bids were received after the date of the recent regular Public Works Committee meeting, and In order to facilitate the closing of the sales, the bids are being forwarded to Council for a vote of approval. A motion was made to approve the sale of the units to the listed high bidder, subject to and conditional on the payment of the required 20% cash deposit within 10 days of auction closing, and payment of the balance due at time of transfer. (Browne-Kinney)

Mr. Davis commented that the bids were approximately twice of what was budgeted, which is very good news.

Resident James Lannon, East Ashland Street, commented that two of the vehicles were in use back when he was a summer laborer for the Borough

Mr. Browne credited our Fire Marshal for how well he kept the vehicle for so long.

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

4. Mr. Browne said that the **Public Works Monthly Reports** were provided in Council's packet and are available to the public by following the packet link noted on this meeting's Agenda. He then asked Mr. Ehlinger for comments. Mr. Ehlinger reported that the department had several snow fighting events, two of which were plowable, and they even did some snow hauling from the center of town due to the nature of the snow.

COMMUNITY AND GOVERNMENTAL AFFAIRS - Mr. Bell

Mr. Bell stated that the Committee met, but there were no items for Council. He reminded everyone that the Youth Recognition Award Program nomination deadline is March 1.

ZONING AND PLANNING - Ms. Jarret

1. **Consideration of Ordinance No. 2024-1, Regulating New Driveway Access on Borough Streets.** Ms. Jarrett said that this ordinance addresses sight distance, channelization, lane width, slopes, and other safety-related design criteria.

Following the recommendation of the Zoning and Planning Committee, a motion was made to adopt Ordinance 2024-1. (Jarret-Livrone)

Mr. Kinney commented that he spoke with Ms. Hyland and she confirmed that existing properties would be grandfathered here - existing properties do not have to do anything under this ordinance.

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

2. **Consideration of Resolution No. 2024-2, Updating the Fee Schedule.** Ms. Jarret said that this resolution adopts an updated fee schedule for 2024, which has been updated to include the newly-adopted permitting requirements for driveways.

Following the recommendation of the Zoning and Planning Committee, a motion was made to adopt Resolution No. 2024-2. (Jarret-Popkin) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

3. **Consideration of Resolution No. 2024-3, Setting the 2024 Schedule of Downtown Street Events that May Require Temporary Platform Removal.** Ms. Jarret said that this resolution establishes a list of events that may require removal of street platforms. The platform dining ordinance allows the Borough to temporarily suspend licenses for certain scheduled events as well as unforeseen emergencies. Ms. Jarret said that Resolution No. 2024-3 sets the dates and locations for these scheduled events. She noted that because of the various locations of the events, Staff does not anticipate that any platform will need to be removed more than three times.

Following the recommendation of the Zoning and Planning Committee, a motion was made to adopt Resolution No. 2024-3. (Jarret-Frederick)

Mr. Kinney presented a grammatical question/suggestion regarding paragraph No. 1 of the resolution and after hearing Mr. Davis' explanation of the language, he withdrew his suggestion. Mr. Davis went on to say that Doylestown Inn was again the only applicant and they seem to have had great success.

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

4. **Historical and Architectural Review Board (HARB) Recommendations.** Ms. Jarret reported that at its regular monthly meeting, the HARB recommended for approval for a Certificate of Appropriateness of the following: **Sign Application:** 50 North Main Street, Waters Edge Winery and Bistro; and **Building Applications:** 159 Washington Street, by Sean van Bastelaar for a roof, recommended for approval with several conditions, and 110 South Franklin Street, by Dexter Chen for windows.

Following the Zoning & Planning Committee's recommendation that Council approve the applications in accordance with the HARB's recommendations, a motion was made. (Jarret-Popkin) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

5. **Code Enforcement Monthly Activity Report** and 6. **Building Inspection Monthly Report**. Ms. Jarrett 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. Wyckoff

In Ms. Wyckoff's absence, Mr. Livrone gave this report. He said that the Park and Recreation Board and the Environment and Recreation Committee reviewed the plan for a proposed Easter egg hunt on March 30, 2024, at Broad Commons Park, and are recommending approval. He confirmed with Mayor West that this egg hunt event is different from the one she mentioned by Discover Doylestown and our businesses.

Following the recommendations of the Park and Recreation Board and the Environment and Recreation Committee, a motion was made to approve the Easter egg hunt. (Wyckoff-Jarret) With no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

WATER UTILITY - Mr. Livrone

Mr. Livrone reported that the committee did meet, but there are no actionable items.

FINANCE/PENSION - Ms. Popkin

1. **Consideration of Resolution No. 2024-1, 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 noted this is a housekeeping item and will update Resolution #2022-2.

Ms. Popkin said that while there was not a quorum present at the February 8, 2024 Finance and Pension Committee meeting, the members present are recommending that Council adopt Resolution #2024-1. Following that recommendation, a motion was made to adopt Resolution No. 2024-1. (Popkin-Jarret)

Mr. Kinney questioned what the limits are that the Manager can approve. Mr. Davis noted that the limits for each vendor is indicated in the resolution in parenthesis.

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

2. Ms. Popkin reported said that a list of prepaid bills and a list of bills to be paid this evening had been provided to Council members. She said the total of all funds expended was \$803,098.91. A motion was made to approve the report. (Popkin-Kinney) 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

1. **Appointment to Park and Recreation Board.** Mr. O'Brien said that long-term Park and Recreation Board member Jill Schweizer submitted her resignation on February 5, 2024. He said that during the recent round of board and commission interviews, Matthew Reece of the Economic Development Advisory Board requested appointment to the Park and Recreation Board. Unfortunately, there were not sufficient vacancies to accommodate his request at that time.

Mr. O'Brien said that Personnel Committee is recommending that Matthew Reece be appointed to the Park and Recreation Board to fill the now vacancy created by Ms. Schweizer's resignation, for a partial term ending December 31, 2026. Following the Committee's recommendation, a motion was made to appoint Matthew Reece to the Park and Recreation Board. (O'Brien-Bell) With no comments 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 - Mr. Closser: No report.

Central Bucks Regional Police Department (CBRPD) Activities Report. Chief Knott said the report was provided. The monthly activity report showed there were 824 incidents in the Borough in January 2024, and year-to-date, the Department spent \$494,686.13 and were at 6.71% of their yearly budget.

PRESIDENT'S REPORT

Mr. O'Brien commented that we had a relatively mild winter, except the past couple of recent events, and while traveling town, he noticed that our parks, especially the new park across the street here, were being used. With spring and warmer weather approaching, he anticipated that activity to increase. He invited everyone to enjoy our parks.

OLD BUSINESS: None.

NEW BUSINESS: None.

OPEN PUBLIC COMMENT: None.

EXECUTIVE SESSION

At 7:32 p.m., Mr. O'Brien stated that an Executive Session was needed, but that no action was expected following that session.

ADJOURNMENT

At 7:33 p.m., President O'Brien entertained a motion to adjourn (Browne-Frederick). The vote was called and the motion passed unanimously.

Respectfully submitted,

John H. Davis
Borough Manager

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