September 22, 2026
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: President Jack O'Brien, Vice President Amy Popkin, and Council Members Ben Bell, Larry Browne, Connor O'Hanlon, Robert Kinney, Dennis Livrone, and Elizabeth Wyckoff. Also present were Mayor Noni West, Borough Solicitor Andrew Griffin, Borough Engineer Jim Dougherty, Central Bucks Regional Police Department Chief Karl Knott, Assistant Manager/Finance Director Caroline Brinker, Planning and Zoning Director Karyn Hyland, and Parks and Recreation Director Caitlin Hernandez. Councilperson Jennifer Jarret was absent.

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

1. Mayor West swore in the **new Junior Councilperson** Madeleine Moore.

2. **Plaque Presentation to James Lannon**. Mr. Lannon served as a Student Member of the Park & Recreation Board 2006-2009, Junior Councilperson 2008-2009, and then served on the Planning Commission 2014-2026, Chair from 2021-2026, and the Park & Recreation Board, 2016-2026, Chair 2022-2026. The Mayor thanked Mr. Lannon for all of his service over the years.

Mr. Lannon commented that it has been a great honor to serve the town that raised him, he was grateful for the opportunities presented, and he looks forward to serving the community again in the future.

3. **Challenge Coin Project Recognition.** A group of individuals joined Mayor West on the floor. The Mayor said the Borough was pleased to recognize the organizations benefitting from a special project that the we undertook to help support our veterans. She said the Memorial Day Parade Committee held a "Challenge Coin Project" which was opened to our local high school seniors asking for designs for a coin commemorating our 58th Memorial Day Parade and the nation's 250th anniversary. Mayor West gave a special thank you to Rich and Mary Lou Sanders who generously provided a $5000 scholarship to the student whose design was selected. She also recognized Arcadia, Ventresca, Marvin Woodall, Joseph Van Hooten, and Chris and Janice Suessenguth who contributed to the production of the challenge coins. Mayor West said that because of that generosity, the Borough was able to donate 100% of the proceeds from the sales of the coins. She also thanked everyone who purchased the coins and helped make the project such a success. $6880 was raised and that will be divided among seven organizations: American Legion Post 210, Disabled American Veterans Chapter 17, Central Bucks Detachment Marine Corps League, Doylestown Post 175 Veterans Foreign Wars, Vietnam Veterans of America Chapter 210, CB Operation Gratitude Club, and the Doylestown Borough Parks and Recreation. Mayor West thanked everyone involved.

Parade Marshal Chris Suessenguth explained that one idea quickly moved to this challenge, they raised $2000 for the cost of the 340 coins, and then $6880 was raised, which, as the Mayor stated, will be shared with the named groups. He thanked all involved, as well as Parks and Recreation Director Hernandez and the Borough office staff that helped collect the money and everything.

4. Mayor West read a **Proclamation Recognizing the Doylestown Area Rapid Transit (DART) Committee for its 25 Years of Service to the Central Bucks Community by Providing the DART System**.

5. Councilperson Kinney read a **Proclamation Designating September 25, 2026 as Dolly Parton Day**. The proclamation encouraged "citizens, residents, and visitors to honor the example that Ms. Parton set throughout her life, and to celebrate her inspiring 80 years with spontaneous moments of song, friendship, love and respect to all persons."

APPROVAL OF MINUTES

Mr. O'Brien called for a motion to approve the **August 17, 2026 Council Meeting Minutes** (Browne-O'Hanlon). Hearing no comments from Council, Staff, or the public, a vote was called, and the minutes were unanimously approved.

MAYOR'S REPORT: No report.

PUBLIC SAFETY - Mr. Browne

1. **Consideration of Ordinance No. 2026-9 Prohibiting Right Turns on Red at Broad and Doyle.** Mr. Browne said that this ordinance prohibits right turns on red at Broad and Doyle as requested by the Central Bucks Regional Police Department to eliminate congestion caused by turning trucks and vehicles. He said that Council authorized the advertisement of this ordinance at their August 17, 2026 meeting, and the ordinance has since been properly advertised.

Following the recommendation of the Committee, a motion was made to adopt Ordinance No. 2026-9 (Browne-O'Hanlon). Hearing no comments from Council, Staff, or the public, President O'Brien called the vote. All were in favor and the motion passed unanimously.

2. **Consideration of Ordinance No. 2026-10 Creating 15-Minute Free Parking Space at 114 North Main Street.** Mr. Browne said that this ordinance creates a 15-minute free parking space at 114 North Main Street. Council authorized the advertisement of this ordinance at their August 17, 2026 meeting, and the ordinance has since been properly advertised.

Following the recommendation of the Committee, a motion was made to adopt Ordinance No. 2026-10 (Browne-O'Hanlon). Hearing no comments from Council, Staff, or the public, President O'Brien called the vote. All were in favor and the motion passed unanimously.

3. **Consideration of Ordinance No. 2026-11 Creating Fire Fighter Only Parking at 82-84 Shewell Avenue.** Mr. Browne said that this ordinance restricts the two on-street parking spaces in front of the property at 82-84 Shewell Avenue for fire fighters only, as requested by the

Doylestown Fire Company. Council authorized the advertisement of this ordinance at their August 17, 2026 meeting, and the ordinance has since been properly advertised.

Following the recommendation of the Committee, a motion was made to adopt Ordinance No. 2026-11 (Browne-Kinney). Hearing no comments from Council, Staff, or the public, President O'Brien called the vote. All were in favor and the motion passed unanimously.

4. **Emergency Services Department Monthly Report** and 5. **Doylestown Fire Company Report**. Mr. Browne said these reports were provided in Council's packet and are available to the public by following the packet link noted on this meeting's Agenda.

Mr. Browne commented that the Emergency Preparedness and Communication Board has actively started recruiting for the CERT Team.

PUBLIC WORKS AND ADMINISTRATION - Mr. Kinney

1. **2026-2027 Rock Salt Bids**. Mr. Kinney said that bids were opened and publicly read for the purchase of rock salt for the 2026-2027 season on August 12, 2026. A bid tabulation was provided. A motion was made (Kinney-Livrone) to award the bid to the low bidder, Riverside Construction, at a price of $75.00 delivered, $75.00 undelivered, conditioned upon receipt of a properly executed performance bond and compliance with the bid specifications. Mr. Kinney said that Morton Salt, Inc. held the contract for 2025-26 at $61.86 delivered and $61.00 undelivered.

With no comments from Council, Staff, or the public, President O'Brien called the vote. All were in favor and the motion passed unanimously.

2. **August 2026 Surplus Sales.** Mr. Kinney said that a sale of surplus equipment ended on August 28, 2026, which resulted in a total of $12,465.00. He said that after final approval by Council this evening, the equipment would be released for pickup. Motion to approve the sale of the surplus equipment (Kinney-Browne). Hearing no comments from Council, Staff, or the public, President O'Brien called the vote. All were in favor and the motion passed unanimously.

3. The **Public Works 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.

COMMUNITY AND GOVERNMENTAL AFFAIRS - Mr. Bell: No meeting and no report.

ZONING AND PLANNING - Ms. Jarret

1. **Consideration of Ordinance No. 2026-13 Allowing Accessory Dwelling Units.** In Ms. Jarret's absence, Ms. Popkin stated that this ordinance amends the zoning ordinance to permit accessory dwelling units in residential zoning districts as follows: 1) creates and defines accessory dwelling units, 2) permits accessory dwelling units in the R-1, R-2, R-3, and CR zoning districts by special exception, 3) defines parking requirements, and 4) sets standards for the use. She said that the ordinance has been reviewed by the Borough and County Planning Commissions and has been properly advertised.

Following the recommendation of the Committee, a motion was made to adopt Ordinance 2026-13 (Popkin-Livrone). Hearing no further comments from Council, Staff, or the public, President O'Brien called the vote. All were in favor and the motion passed unanimously.

2. **Zoning Hearing Board Report**. Ms. Popkin asked Ms. Hyland for this report. Ms. Hyland stated that the Zoning Hearing Board met on September 17, 2026, and heard the following applications: 109 Cottage Street, was a request for an amendment to a prior decision to increase the allowable roof area of a proposed front porch, 25 Taylor Avenue , for a proposal to add a second story to an existing garage which would enable additional living space above the garage, and for 13 Easthill Drive, the Zoning Hearing Board extended a prior decision that had passed its expiration date.

3. **HARB Recommendations**. Ms. Popkin said that at its monthly meeting, the Historical and Architectural Review Board (HARB) recommended that the applications for a Certificate of appropriateness be accepted as submitted for the following: **Sign Applications**: none; **Building Applications:** 1) 27-29 Bridge Street, for roofs, accepted as presented, with the condition that Hardie Plank may be used if the metal on the dormers cannot be saved and reused, 2) 100 South Main Street, for exterior renovations - the HARB recommended that the application for a Certificate of Appropriateness be accepted with a change to the dormer siding shingles, fish-scale design, to be replaced in kind or saved - Building A, and the HARB tabled the remainder of the application for Buildings B and G for later discussion, 3) 265 Paine Street, for roof and siding, 4) 200 Belmont Avenue, for an addition.

Ms. Popkin said that the Zoning and Planning Committee recommends that Council approve the applications in accordance with HARB's recommendations. A motion was so made (Popkin-Kinney). Hearing no comments from Council, Staff, or the public, the vote was called. The motion passed unanimously.

4. Ms. Popkin stated that the **Building Inspection 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.

ENVIRONMENT AND RECREATION - Ms. Wyckoff

1. **Consideration of Ordinance No. 2026-12 Regulating Motor Vehicles in Borough Parks.** Ms. Wyckoff said that this ordinance regulates the use of motor vehicles in Borough parks. Council authorized the advertisement of this ordinance at their August 17, 2026 meeting, and the ordinance has since been properly advertised.

Following the recommendation of the Committee, a motion was made to adopt Ordinance No. 2026-12 (Wyckoff-Livrone).

Mr. Kinney stated that motor vehicles are already regulated in the parks. He asked if this is just adding additional items to that prohibition such as e-bikes and things of that nature. Mr. Davis explained that there is not a lot of detail. He said that the existing ordinance dates back to the 1970s, it's very broad, and speaks about vehicles/cars and their use of the roads and driveways in the parks. It's pretty much silent on everything else. Mr. Davis said this new

ordinance recognizes all the various new modes of transport and relegates them to their proper place – formal trail, informal trails, roads, parking lots, etc.

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

2. **Proposal for Cornerstone Gym Partnership**. Ms. Wyckoff said that this is a proposal for a partnership between Doylestown Borough's Parks and Recreation Department and Cornerstone Gym. She said the proposed partnership would allow participants to register for select Cornerstone programs at a discounted rate without committing to a full gym membership. Ms. Wyckoff said the Borough would retain 20% of all registration fees.

Following the recommendation of the Committee, a motion was made to enter into the partnership with Cornerstone Gym (Wyckoff-O'Hanlon). Hearing no comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

3. **Fanny Chapman Memorial Pool - Main Pool Repairs.** Ms. Wyckoff said that on May 18, 2026, Borough Council awarded the referenced bid to the low bidder, USA Construction LLC. Since that time, USA Construction has failed to submit the documentation required by the bid award despite repeated requests. She said that as a result, the Borough Solicitor is recommending that Borough Council authorize the following: 1) that the Borough Manager send a written notice of default to the bidder and surety, in form and substance acceptable to the Borough Solicitor, for the recovery of the penal sum in the amount of $25,966 under the bid bond due to USA Construction LLC's default from failing to provide the agreement, Performance Bond, Payment Bond, and Certificate of Insurance with the deadline set forth in the Notice of Intent to Award, Instructions to Bidders, paragraph 21.01, and General Conditions, paragraph 2.01.A.; 2) that the Borough Solicitor, in consultation with the Borough Manager, undertake any and all necessary and further actions on behalf of the Borough, including, but not limited to, the initiation of litigation, to collect payment of the penal security under the Bid Bond; and, 3) that Gilmore and Associates readvertise the project for the Fanny Chapman Pool main pool repairs at the appropriate time, due to the prior contract award being void as a result of USA Construction LLC's default from failing to provide the agreement, Performance Bond, Construction Bond, and Certificate of Insurance with the deadline set forth in the Notice of Intent to Award, Instructions to Bidders, paragraph 21.01, and General Conditions, paragraph 2.01.A.

Following the Committee's recommendation, a motion was made to follow the Solicitor's recommendation (Wyckoff-Popkin).

Mr. Kinney asked the Solicitor if there's no opportunity to cure here, this is basically a termination of the agreement. Mr. Griffin replied that it is void at this point for failure to provide the documents within the time period.

Mr. Davis noted that the appropriate time for the rebid will not be for some months due to the very limited window for Fanny Chapman to undertake the repairs. He said that because of this fiasco, that window was lost this year and Fanny Chapman will have to make do through next summer. Mr. Davis said that in the meantime, we'll look very carefully at this whole bid package to make sure that we can get a responsible bidder this time. He commented that this is

our second try at this and for some reason, we've been having a very difficult time finding a responsible and willing bidder.

With no further 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 this evening. He stated they did receive a detailed report from Water Operations Director Jeremy Matozzo. Mr. Livrone said there are about five specific projects going on and he is in awe of all the things the Water Department is doing, in some instances with the assistance of the Public Works Department. He said there's the State Street PECO gas man replacement project, the North Main Street water main replacement project, and the three well projects - Sandy Ridge well and Maplewood, and getting the PFAS treatment unit buildings built, which is moving at an astonishing rate, and then at well 12 at the Borough pond.

FINANCE/PENSION - Ms. Popkin

1. **Disclosure of 2027 Minimum Municipal Obligation to Pension Plan**. Ms. Popkin said that this disclosure is intended to satisfy the legal requirements of Act 205 and that the Projected 2026 Non-Uniform Pension Obligation is $467,153. She noted that the obligation must be paid by December 31, 2027, and must be met with general fund monies or with any General State Aid to Municipal Pensions to which the Borough may be entitled to under Act 205. No action was required by Council this evening.

2. **Consideration of Policy Prohibiting Texting and Use of Handheld Cell Phones While Driving.** Ms. Popkin said this policy was recommended by our insurance company, Delaware Valley Trust, as part of their annual risk control inspection.

Following the Committee's recommendation, a motion was made to adopt the policy (Popkin-Wyckoff).

Mr. Livrone asked for clarification that this was for all Borough employees. The response was yes and it also includes volunteers. Ms. Wyckoff commented that this is already state law.

Mr. Bell pointed out that in the policy, it states "for those found to be in violation of the policy shall be subject to the employer's 'disciple' policy." He requested "disciple" be revised to "discipline". All were in agreement.

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

Ms. Popkin took a moment to thank Ms. Brinker as this year has been so tough and she has been working so hard, and now we're coming into budget time and the approval of next year's budget. She thanked Ms. Brinker for all she does.

3. Ms. Popkin asked Ms. Brinker for the **Finance Report** which was provided in Council's packet. Ms. Brinker said that the total for all funds was $1,886,457.84. A motion was made to

approve the report (O'Brien-Kinney). With no comments from Council, Staff, or the public, the vote was called, and the motion passed unanimously.

PERSONNEL COMMITTEE - **Mr. O'Brien:** No report.

PROFESSIONALS' REPORTS

Engineer's Report - Gilmore & Associates: No report.

Solicitor's Report - Curtin & Heefner: No report.

Central Bucks Regional Police Department (CBRPD) Activities Report. The Police Activity Report provided in Council's packet for September 2026 indicated that were 881 incidents in the Borough and year-to-date, the Department had spent $4,408,495.56 and were at 54.21 % of their yearly budget.

PRESIDENT'S REPORT

Mr. O'Brien welcomed the new Junior Councilperson Madeleine Moore and said they forward to working with her this school year.

OLD BUSINESS

Mr. Livrone personally thanked Mr. Lannon for his time serving on the Park and Recreation Board, starting as a Student Member, then becoming a member, and then Chair. He said Mr. Lannon did an exemplary job on that as well as doing the same while serving on the Planning Commission. He thanked him also for all his stellar work on the Comprehensive Plan.

NEW BUSINESS

Mr. Browne commented that the big event in September, the Arts Festival and Bike Race, was a huge success. He gave kudos to everyone in the Borough, especially the Public Works Department, who did all the work getting everything set up. Mr. Browne said it was a great weekend with huge crowds.

Mr. Browne also commented that the concerts we've had so far, three of four, have been wonderful, very well attended, and he's looking forward to the last one this Thursday night.

OPEN PUBLIC COMMENT: None.

EXECUTIVE SESSION: None.

ADJOURNMENT

At 7:47 p.m., Mr. O'Brien called for a motion to adjourn the meeting (Browne-Kinney). Mr. O'Brien called the vote and the motion passed unanimously.

Respectfully submitted,

John H. Davis
Borough Manager
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