

August 16, 2021  
7:00 p.m.

The regular meeting of Doylestown Borough Council was held on the above date and time, with the following members present: Council President Jack O'Brien, Vice President Noni West, and Council Members Ben Bell, Larry Browne, Tim Brennan, Joe Frederick, Jennifer Jarret, and Wendy Margolis. Also present were Joanna Waldron, Esquire for Borough Solicitor Ernest Closser, Central Bucks Regional Police Department Chief Karl Knott, Borough Manager John Davis, Building and Zoning Director Karyn Hyland, Finance Director Caroline Brinker, and Planning/Public Works Director/Deputy Borough Manager Phil Ehlinger. Mayor Ron Strouse and Borough Engineer Jim Dougherty were absent.

#### **PLEDGE OF ALLEGIANCE**

**SPECIAL PRESENTATIONS:** None.

#### **APPROVAL OF MINUTES**

Mr. O'Brien called for a motion to approve the **July 19, 2021 Council Meeting Minutes**. (Browne-Margolis) The vote was called and the minutes were unanimously approved.

**MAYOR'S REPORT:** No report.

**PUBLIC SAFETY** - Mr. Frederick

**1. Authorization to Draft and Advertise Ordinance Creating Residential Permit Parking Zone on Lacey Avenue (Church to North).** Mr. Frederick stated that a residential permit parking study conducted by the Central Bucks Regional Police Department had been provided. He said that the study confirms that Lacey Avenue, on the east side, from Church Street to North Street meets the requirements of a residential permit parking zone.

Mr. Frederick stated that residents of the multi-family residential property at 12 Lacy Avenue requested the creation of the zone in response to the use of available on-street parking for the storage of vehicles by the auto repair shop across the street, the specific concerns being after hours/overnight parking.

Mr. Frederick said that the Committee, after considered the request, is recommending that Council authorize the drafting and advertising of an ordinance creating a residential permit parking zone in this location with a resident only parking restriction from 5:00 p.m. to 9:00 a.m. daily. He said that if Council wished to follow the recommendation, it could do so by motion. (Frederick-Margolis)

Mr. Frederick commented that right at the gas station, they're parking pretty good sized trucks, a dump truck and another smaller truck right behind it, on the sidewalk. Mr. Davis stated that is an ongoing issue and our Code Enforcement can deal with it. He said they have been out there many times on that particular issue to stop blocking the sidewalks.

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

## **PUBLIC WORKS AND ADMINISTRATION**

The Work Order Report and the Fleet Services Report were provided and are available to the public by following the packet link noted on this meeting's Agenda.

Mr. Ehlinger reported that now that they've completed the paving for this season, they're doing some street patching, and they have a constant presence in the park, as well as a plurality of other things. Mr. Ehlinger noted that sometime in September, they will be reconstructing Doyle Street which is a pretty major mobilization of the entire Public Works Department.

## **COMMUNITY AND GOVERNMENTAL AFFAIRS - Mr. Bell**

Mr. Bell commented that the Committee met. He reported that the next food drive is scheduled for Friday, October 15, 2021, from 9 am to 1 pm, and he invited everyone to join them.

## **ZONING AND PLANNING - Mr. Brennan**

### **1. Application for Land Development Waiver, Dementia Society, 188 North Main Street.**

Mr. Brennan said that the Dementia Society, Inc., owner of the subject property located on North Main Street with additional frontage on Union Street, is proposing to add a garage and chair lift to the existing building. He said the improvements are proposed for compliance with accessibility requirements, which were temporarily waived by the Pennsylvania Department of Labor and Industry. The property is in the CR - Central Residential Zoning district.

Mr. Brennan said that the Zoning and Planning Committee reviewed the application on August 9, 2021, and recommended approval of the application conditional on the following: (1) that the applicant resolve all outstanding issues in the review letters of the Borough Engineer and Borough Water Engineer to the satisfaction of staff; (2) that wall-pack lighting not be installed on the building; (3) that the Applicant enter into the usual Land Development Waiver Agreement to the satisfaction of the Borough Solicitor; and, (4) that the project comply with all applicable building and environmental regulations including local, state, and federal.

Mr. Brennan said that if Council is in agreement with the Committee's recommendation, it may grant Land Development Waiver approval by carrying a motion to do so. (Brennan-Frederick) With no further comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

**2. Application for Land Development Waiver, Our Lady of Mount Carmel School, 225 East Ashland Street.** Mr. Brennan said that Our Lady of Mount Carmel is proposing to add a modular classroom to accommodate a recent increase in its student population. He said that the modular classroom is proposed between two wings of the building within an existing paved area.

Mr. Brennan said that the Zoning and Planning Committee reviewed the application on August 9, 2021, and recommended approval of the application conditional on the following:

(1) that the applicant resolve all outstanding issues in the review letters of the Borough Engineer and Borough Water Engineer review letters to the satisfaction of staff; (2) that bollards be installed to delineate and protect the modular unit and pedestrians accessing the unit; and (3) that the project comply with all applicable building and environmental regulations including local, state, and federal.

Mr. Brennan said that if Council is in agreement with the Committee's recommendation, it may grant Land Development Waiver approval by carrying a motion to do so. (Brennan-Browne) With no further comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

3. **Zoning Hearing Board Report** Mr. Brennan deferred to Ms. Hyland, who stated that the Doylestown Borough Zoning Hearing Board will hold a Public Meeting August 18, 2021 to hear the following applications: 184 Lafayette Street, by Michael B. and Robin A. Daher, who are proposing to demolish their existing building and reconstruct a new residential building in its place, and they are seeking relief from building coverage requirements; 401 Maple Avenue, by Christopher A. Candido, who is requesting zoning relief from the setback requirements to convert an existing garage into living space; and, 401 South Main Street, will be continued and she hoped to report on that application next month.

4. **Historic & Architectural Review Board (HARB) Recommendations.** Mr. Brennan said that at its meeting held on July 22, 2021, the HARB recommended the following: **Business Sign Applications:** 43 South Main Street, Alden Investment Group - recommends a certificate of appropriateness with the condition post and frame painted black and the bottom of the sign to be no higher than two feet above grade behind retaining wall; and, **Building Applications:** 211-213 East Oakland Avenue, for an addition and conversion, by property owners Beth Bingler and Nick Gray - recommends a certificate of appropriateness with the condition that the materials are as specified on attached, that the shutters, gutters and transoms be retained, and that the AC compressors be screened, and, 171 Belmont Avenue, for windows, doors, siding, etc., by property owners Mr. and Mrs. Gagnon - recommends a certificate of appropriateness as submitted, applicant may consider alternate surface treatments for front step risers.

Mr. Brennan said that the Zoning and Planning Committee recommended 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-Margolis) 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.** Mr. Brennan stated that the report had been provided in Council's packet and it is available to the public by following the packet link noted on this meeting's Agenda.

6. **Building Inspection Monthly Report.** Mr. Brennan stated that this report was also provided in Council's packet and it too is 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 met this month, but there was nothing to report at this time. She said they have many things in the works with EAC and she hoped to be reporting on those things soon.

## **WATER UTILITY - Ms. Jarret**

1. **North Main Street Water Main Project Bid Award.** Ms. Jarret stated that bids were opened electronically on August 3, 2021 for the North Main Street Water Main Project. She said that the low bidder for the base bid was Passerini and Sons, Inc. of Hilltown, Pa., at a price of \$118,165. The construction cost estimate for the project was \$123,850. Ms. Jarret said that the project will be funded by a \$138,170 Pennsylvania Small Water and Sewer Grant.

Ms. Jarret said that the Water Utility Committee and the Borough Water Engineer have reviewed the bid and are recommending that Council award the base bid to Passerini and Sons, Inc. at a price of \$118,165, conditioned upon the receipt of a properly executed performance bond and compliance with the bid and grant specifications. She said that if Council wished to follow the recommendation, it could do so by motion. (Jarret-West)

Mr. O'Brien asked will the fact that the price is less than the grant have any impact on the grant amount we receive. Mr. Davis said it's his understanding that it should lessen our match, but he will confirm that. He said if nothing else, it will not increase our cost.

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

## **FINANCE/PENSION - Ms. West**

1. **Harvey Avenue/Shady Retreat Subdivision Sale.** Ms. West said that bids were opened and publicly read on July 27, 2021, for the sale of a Borough-owned property known as the Harvey Avenue/Shady Retreat Road Subdivision. She said the high bidder was Lynn Builders of Perkasio, Pa., at a price of \$375,000. A bid tabulation was provided.

Ms. West stated that the high bid, unfortunately, fell well short of the Borough's valuation of the property. She said as a consequence, Borough Staff and the Finance and Pension Committee are recommending that Council reject all of the bids and authorize the readvertisement of bids. Ms. West said that if Council wished to follow the recommendation of the Committee, it could do so by motion. (West-Margolis)

Mr. Bell asked what is the Borough's valuation. Mr. Davis said we have a letter appraisal from 2018 that gave a high range of \$225,000 and a low range of \$175,000, so our range is \$525,000 to \$675,000. He noted that was several years ago and we felt comfortable that we should exceed those numbers.

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

2. **Authorization to Advertise Bids for Sale of Borough Real Estate: Borough Hall, 57 West Court Street.** Ms. West said that provided were an Invitation for Bids, Bid Submittal Form, and draft Purchase Agreement for the sale of Borough-owned real estate at 57 West Court Street, Doylestown, Pa., known as Borough Hall. She said the Committee reviewed the package and recommends that Council authorize the advertisement of bids.

Ms. West said that the bids will be publicly opened at 1 am on September 30, 2021 and the Borough will consider awarding the sale of the property at the regularly scheduled Borough Council meeting on October 18, 2021. She said that an open house to view the property will be held on August 31 and September 21, 2021, from 5-7 pm.

Ms. West said that the Finance Committee has reviewed the package and is recommending the advertisement of bids and if Council wished to follow the recommendation, it could do so by motion. (West-Frederick) With no further comments from Council, Staff, or the public, the vote was called. All were in favor and the motion passed unanimously.

3. **Proposal to Upgrade and Relocate Telephone System and IT Network to New Borough Hall.** Ms. West said that provided was a breakdown of the referenced proposals from Thompson Networks of Doylestown. She said that Thompson's proposal calls for the upgrade and relocation of the Borough's telephone system and IT network to the new Borough Hall at 229 North Broad Street at a cost of \$22,423. Hardware costs will be entirely offset by year-to-date savings in 2021 Capital Budget purchases. She said that installation and training costs can be absorbed by the 2021 Operating Budget. Ms. West stated that the proposal also calls for a reduction of \$315.90 in our monthly cost for telephone and IT services.

Ms. West said that the Committee is recommending the acceptance of the proposal, and if Council wished to follow the recommendation of the Committee, it could do so by motion. (West-Jarret)

Ms. Margolis asked if network security is built into this proposal or if it's separate. Mr. Davis stated that this is a new IT provider with IP services so yes, this would include security services. He noted some of that is employee training, which we have been doing aggressively through our insurance carrier, to combat ransomware and other non-hardware type things like phishing emails. He said that all of our security systems are part of the IT system. Ms. Margolis commented that some providers actually have security training that you can do online and it's helpful.

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

4. **Harris Local Government Hosting Services Proposal.** Ms. West said that provided was a proposal from Harris Local Government to host the Borough's utility billing and finance systems off-site – "in the cloud". She said that all of our other enterprise application and databases are already hosted off-site, and by moving these systems to the cloud now, we will save \$500 in relocation costs for our on-site server. She said a savings will also be seen when our on-site server

is replaced in the next several years. Ms. West said that a one-time fee for configuration and installation is \$1,250, and the annual hosting fee thereafter is \$2,880.

Ms. West said that the Committee is recommending the acceptance of the proposal, and if Council wished to follow the recommendation of the Committee, it could do so by motion. (West-Margolis)

Mr. Bell asked if the \$500 savings and relocation cost derives from not having to move the onsite server. Mr. Davis said that was correct, Harris was going to charge us \$500 if their applications were still on the onsite server. Mr. Bell asked if the server is being moved, but not hosting their applications. Mr. Davis said that was correct.

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

5. **Finance Report.** Ms. West called upon Ms. Brinker for the monthly **Finance Report**. Ms. Brinker reported that the total of all funds expended was \$2,504,244.13. Motion to approve the Finance Report. (West-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**

1. Mr. O'Brien said that **Resolution 2021-6, Fills a Vacancy in the Office of Member of Council**. He said that Councilperson Joseph Flood resigned from Borough Council, effective August 1, 2021. He said that the Borough's Personnel Committee met on August 10, 2021 to interview candidates to fill the vacancy, and as a result of the interviews, the Committee is recommending the appointment of Dennis P. Livrone to Borough Council to complete the term of Joseph Flood, which expires on December 31, 2021. He said that if Council wished to adopt Resolution No. 2021-6 and follow the Committee's recommendation, it could do so by motion. (O'Brien-Browne) With no further comments from Council, Staff, or the public, Mr. O'Brien called the vote. All were in favor and the motion passed unanimously.

Mr. O'Brien noted that Mr. Livrone was not able to be present this evening to be sworn in as the new Council member, so a short ceremony is being planned for Friday, August 20, 2021, at 3 pm, here in Council Chambers. He encouraged Council members to attend if they can.

#### **PROFESSIONALS' REPORTS**

**Engineer's Report** - Mr. Dougherty was not present and there was no report.

**Solicitor's Report** - Mr. Closser: No report.

**Central Bucks Regional Police Department (CBRPD) Activities Report**. Chief Knott had no report. The CBRPD's monthly report had been included in the packet, which showed there were 1125 incidents in the Borough in July 2021, and year-to-date, the Department spent \$3,020,409.03 and were at 48.61% of their yearly budget.

**PRESIDENT'S REPORT:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**OPEN PUBLIC COMMENT:** None.

**EXECUTIVE SESSION:** None.

**ADJOURNMENT**

At 7:23 p.m., President O'Brien entertained a motion to adjourn. (West-Browne) The vote was called and the motion passed unanimously.

Respectfully submitted,

John H. Davis  
Borough Manager

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