

BRISTOL TOWNSHIP

2501 BATH ROAD
BRISTOL, PA 19007

July 20, 2017

COUNCIL MEETING

President Bowen called the meeting to order at 7:05 PM.

Roll Call:	President Bowen	Present
	Mr. Allen	Present
	Mr. Antonello	Present
	Mr. Glasson	Present
	Mr. Monahan	Present
	Mrs. Murphy	Present
	Mrs. Wagner	Present

Also, Present: William J. McCauley, III, Township Manager, Scott Swichar, Deputy Township Manager; Randall C. Flager, Township Solicitor; Edward Zanine, Deputy Township Solicitor; Randee Elton, Project Manager/Operations Analyst, Kate Murphy, Township Secretary.

Township Solicitor, Randall C. Flager announced that general personnel and potential real estate transactions were discussed in Executive Session prior to the meeting.

Council President Bowen announced that the monthly reports are available for review in the Township Manager's Office and public comment on land development and official items will be taken during the meeting. In addition, residents may offer general comments at the end of the meeting.

VOUCHER LIST & MINUTES

- A. Call for a motion to approve the outstanding Voucher List and Requisitions for July 20, 2017.

Motion by Mr. Monahan and seconded by Mr. Antonello to approve the outstanding voucher list and requisitions for July 20, 2017.

Motion carried unanimously by a vote of 7-0.

- B. Call for a motion to approve the minutes from the Council Meeting on June 15, 2017

Motion by Mr. Glasson and seconded by Vice President Murphy to approve the minutes of the Council Meeting on June 15, 2017.

Motion carried unanimously by a vote of 7 – 0.

PRESENTATIONS and APPOINTMENTS

A. Presentation of Certificates of Commendations for exemplary recycling efforts.

Deputy Township Manager, Scott Swichar, announced that the Bucks County Technical School, located at 610 Wistar Road, will host the final Hazardous Waste Collection for 2017 on Saturday August 26th from 9:00 am to 3:00 pm. This event is rain or shine.

Council President Bowen presented a \$50 Gift Certificate to the Meyer Family of Levittown and the Watt Family of Croydon for their exemplary recycling efforts.

B. Presentation of Awards for Parks and Recreation Spring Photo Contest.

Recreation Director, Jessica Fox announced that a spring photo contest was held in conjunction with the launch of the Parks and Recreation Facebook Page. The contest which was generously sponsored by Flager & Associates, consisted of photographs taken within the Township and by Township residents. The contest received 42 qualified submissions, with Tina Peterson of Levittown taking home the top prize of a \$250 gift card. Justin DeRosa of Levittown received a \$100 gift card for second place and Ashley Ford of Croydon received a \$50 gift card for third place.

Ms. Fox stated that the summer camp was in its fifth week with two weeks remaining. The campers take weekly field trips, have in camp entertainment as well as work on arts and crafts activities. The campers are currently working on their end of camp performance which will be held at 6:00 pm on August 4th at Benjamin Franklin Middle School.

Ms. Fox announced the planning of the Fall Festival is underway and details will be available within the next coming weeks on Facebook. The Fall Festival will be held on Saturday September 23rd with a rain date of Saturday September 30th.

A full audit of all 27 Township parks will continue once summer camp is completed. Ms. Fox is certified as a Playground Safety Inspector.

PUBLIC HEARINGS:

A. Community Development Block Grant Program Fiscal Year 2017 Action Plan

Thomas McDermott, Director of Community Development, presented the Fiscal Year 2017 Action Plan. In order to participate in the Entitlement Program the Township is required to have two (2) Public Hearings a year in accordance with the approved Citizen's Participation Plan, Action Plan

and CAPER. The 2016 U.S. Department of Housing & Urban Development (HUD) lengthened the program year from December 31, 2016 to June 30, 2017, which changed the beginning of the 2017 HUD Program Year from January 1, 2017 to July 1, 2017. This is a federal grant program administered by HUD which provides annual grants on a formula basis to entitled cities and counties based on population data from the U.S. Census Bureau. The funds must be used for eligible activities and meet one of three National Objectives-benefit low and moderate income persons or households, elimination of slum and blight or urgent need, for example recovery from natural disasters. In fiscal year 2017 Bristol Township will receive \$544,721.

Randee Elton, Operations Analyst/Project Manager, summarized the allocations for fiscal year 2016. Program Administration received the 20% maximum of the grant totaling \$105,935. Public facilities and infrastructure improvements included the acquisition of Cedar Avenue Park at \$511,613, passive park improvements at \$13,798, slum and blight totaled \$146,072 and Newportville Fire Company # 1 received \$25,000 and No Longer Bound received \$24,168. Habitat for Humanity received \$4,000 and emergency repairs totaling \$92, 128 rounded out the Housing Programs for 2016. The Bucks County Emergency Homeless Shelter received \$99,150.

The fiscal year 2017 proposes \$105,935 for Program Administration. Public facilities and infrastructure calls for \$450,000 for Passive Park Improvements and \$200,000 for Slum and Blight. Housing Programs include \$28,000 for Better Homes Inc. and \$100,000 for emergency repair. The Bucks County Emergency Homeless Shelter will receive \$25,000.

Motion by Vice President Murphy and seconded by Mr. Antonello Approving the 2017 Annual Action Plan and Authorizing its Submission to the United States Department of Housing and Urban Development.

PROCLAMATIONS, ORDINANCES AND RESOLUTIONS

A. A Resolution of Commendation Honoring Brandon Greene Upon his Attainment of Eagle Scout: Consideration to Adopt.

Motion by Mr. Glasson and seconded by Mr. Allen Approving the Commendation Honoring Brandon Green Upon his Attainment of Eagle Scout.

Motion carried unanimously by a vote of 7 – 0.

B. A Resolution of Commendation Honoring Josh Sullivan Upon his Attainment of Eagle Scout: Consideration to Adopt.

Motion by Mr. Glasson and seconded by Mr. Allen Approving the Commendation Honoring Josh Sullivan Upon his Attainment of Eagle Scout.

Motion carried unanimously by a vote of 7 – 0.

Project Manager, Randee Elton presented to Council a recap of the progress of the Blight Program over the past year. When the process began at the end of 2015 there were over 200 properties on the vacant list that were separated into three (3) tiers, with the worst offenders being sought first by the Blight Committee and The Redevelopment Authority. To date the list is down to approximately 89 properties with 32 of those properties having permits for rehabilitation.

Ms. Elton explained 18 properties have been recommended for blight since January of last year. All of which have either been rehabilitated, demolished or under construction/cleanup.

Ten (10) properties are recommended for Blight thus far, in 2017. Six (6) properties have sold or were cleaned-up privately. Four (4) properties are posted for condemnation and the Blight Reports will be submitted to the Redevelopment Authority.

Ms. Elton presented the next group of properties recommended to be blighted. The Blight Committee met on June 14th and on July 19th the Planning Commission voted to recommend these properties as blighted.

Motion carried unanimously by a vote of 7-0.

C. A Resolution Declaring 5001 Beaver Road Tax Map 05-61-200, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.

Two houses exist on this property. One home had squatters removed this year. Mortgage foreclosure began in November of 2015 and the sheriff sale has been postponed since this past February. The Township maintains the lawn.

Motion by Vice President Murphy and seconded by Mr. Glasson Declaring 5001 Beaver Road Tax Map #05-61-200, as a Blighted Property in a Certified Redevelopment Area.

Motion carried unanimously by a vote of 7 – 0.

D. A Resolution Declaring 60 Forest Lane Tax Map 05-72-089, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.

Property owners state the home is in foreclosure although there is nothing filed at Bucks County Court for foreclosure. Municipal liens have been filed and the Township maintains the lawn.

Motion by Mr. Allen and seconded by Mr. Monahan Declaring 60 Forest Lane Tax Map 05-72-08, as a Blighted Property in a Certified Redevelopment Area.

Motion carried unanimously by a vote of 7 – 0.

E. A Resolution Declaring 46 Grapevine Tax Map 05-38-061, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.

Mortgage foreclosure began August 2016. Municipal liens have been filed and the Township maintains the lawn.

Motion by Mr. Antonello and seconded by Vice President Murphy Declaring 46 Grapevine Tax Map 05-38-061, as a Blighted Property in a Certified Redevelopment Area.

Motion carried unanimously by a vote of 7 – 0.

F. A Resolution Declaring 14 Margin Road Tax Map 05-21-596, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.

Mortgage foreclosure began February 2015. Incident reports of break-ins and several neighborhood complaints on property.

Motion by Mr. Allen and seconded by Mr. Monahan Declaring 14 Margin Road Tax Map 05-21-596, as a Blighted Property in a Certified Redevelopment Area.

Motion carried unanimously by a vote of 7 – 0.

G. A Resolution Declaring 125 Walnut Avenue Tax Map 05-008-090, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.

Mortgage foreclosure began November 2016. Municipal liens have been filed and the Township maintains the lawn.

Motion by Mr. Glasson and seconded by Vice President Murphy Declaring 125 Walnut Avenue Tax Map 05-008-090, as a Blighted Property in a Certified Redevelopment Area.

Motion carried unanimously by a vote of 7 – 0.

H. A Resolution Declaring 1111 Veterans Highway Tax Map 05-27-103, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.

Commercial property located on Veterans Highway. Property owner had grass cut once informed the property will be recommended for blight however there are still several violations under the Urban Renewal Law and the Township is requesting the building be demolished.

Motion by Mr. Monahan and seconded by Mr. Antonello Declaring 1111 Veterans Highway Tax Map 05-27-103, as a Blighted Property in a Certified Redevelopment Area.

Motion carried unanimously by a vote of 7 – 0.

I. A Resolution Declaring 3113 Veterans Highway Tax Map 05-20-5-2, as Blighted in Accordance with the Urban Redevelopment Law: Consideration to Adopt.

Commercial Property located on Veterans Highway. Property owner started to demolish, without permits, once informed the property will be recommended for blight as well as covered over the graffiti on the public view of the building only. Township is requesting the building be demolished.

Motion by Vice President Murphy and seconded by Mr. Antonello Declaring 3113 Veterans Highway Tax Map 05-20-5-2, as a Blighted Property in a Certified Redevelopment Area.

Motion carried unanimously by a vote of 7 – 0.

J. A Resolution Accepting a 2016 Green Light-Go Program Grant for Mill Creek Haines Roads Traffic Signal Modernization: Consideration to Adopt.

Mr. Swichar stated the Township was fortunate to receive three (3) grants under the 2016 Pennsylvania Green Light-Go Program.

Mill Creek Road and Haines Road was awarded \$226, 194.20, Radcliffe Street and Randall Avenue was awarded \$191,255 and State Road and Cedar Avenue was awarded \$252,184.00. Each intersection will undergo a complete modernization with new ADA equipment.

The Township received 2015 Green Light-Go Program Grants last year for Oxford Valley Road/Levittown Parkway and New Falls Road Traffic Signal Modernization Project was awarded \$174,292.90 and the Bristol-Oxford Valley Road, Bath Road and Lakeland Road signal was awarded \$144,626.62. The engineering process has been completed and these projects will go out to bid in the fall of 2017.

Motion by Mr. Antonello and seconded by Mr. Allen Authorizing the Acceptance of the 2016 Green Light-Go Program Grant for Mill Creek and Haines Roads Traffic Signal Modernization in the amount of \$226.194.20.

Motion carried unanimously by a vote of 7 – 0.

K. A Resolution Accepting a 2016 Green Light-Go Program Grant for Radcliffe Street and Randall Avenue Traffic Signal Modernization: Consideration to Adopt.

Motion by Vice President Murphy and seconded by Mr. Glasson Authorizing the Acceptance of the 2016 Green Light-Go Program Grant for Radcliffe Street and Randall Avenue Traffic Signal Modernization in the amount of \$191,255.00.

Motion carried unanimously by a vote of 7 – 0.

L. A Resolution Accepting a 2016 Green Light-Go Program Grant for State Road and Cedar Avenue Traffic Signal Modernization: Consideration to Adopt.

Motion by Mr. Monahan and seconded by Mr. Glasson Authorizing the Acceptance of the 2016 Green Light-Go Program Grant for State Road and Cedar Avenue Traffic Signal Modernization in the amount of \$252,184.00.

Motion carried unanimously by a vote of 7 – 0.

M. A Resolution Authorizing the Submission of a Grant Application to the Department of Community and Economic Development: Consideration to Adopt.

Township Engineer, Kurt Schroeder, stated the township requests to submit a Multimodal Transportation Fund grant in the amount of \$3,000,000 from the Pennsylvania Department of Community and Economic Development to be used for the Streetscape Enhancement and Pedestrian Connection Improvement Project.

Motion by Mr. Antonello and seconded by Mr. Allen Authorizing the Submission of a Grant Application to the Department of Community and Economic Development: Consideration to Adopt.

Motion carried unanimously by a vote of 7 – 0.

REPORT FROM TOWNSHIP MANAGER

Township Manager, Bill McCauley, requests that Council approve two (2) amendments to the Bristol Township Employee Savings & Protection Plan. The first amendment will allow the contributions made by the five (5) police officers, no matching funds provided by the Township, hired on September 8, 2016 be applied forgoing the 90-day waiting period. The second amendment would allow all employees to contribute to their plan upon employment hire date with no waiting period.

Motion by Mr. Allen and seconded by Mr. Glasson Approving Amendment One and Amendment Two to the Bristol Townships Employee Savings & Protection Plan.

Motion carried unanimously by a vote of 7 – 0.

Mr. McCauley requested council approval for the Liquid Fuels Payment Application # 1 for the 2017 Curb & Ramp Project from June 13th through the 29th in the amount of \$90,973.40 to ABC Construction.

Motion by Mr. Glasson and seconded by Mr. Antonello Approving Liquid Fuels Payment Application #1 for the 2017 Curb & Ramp Project in the Amount of \$90,973.40 to ABC Construction.

Motion carried unanimously by a vote of 7 – 0.

REPORT FROM TOWNSHIP SOLICITOR

No formal Report.

NEW BUSINESS

- A. Charles W. Seeberger, 2000 Julie Court, Bensalem, requesting Preliminary & Final Subdivision approval for properties located at 2045 Bristol Pike & Buchanan St., Croydon (Tax Parcels #5-13-95 & #5-13-96) in a C-Commercial Zoned District of Bristol Township: Consideration to take Appropriate Action.**

Charles W. Seeberger owner and applicant of Tax Parcels #5-13-95 and #5-13-96 located at 2045 Bristol Pike and Buchanan Street within the C-Commercial zoning district proposes to subdivide the consolidated lot into three (3) lots that will consist of varying sizes from 7,500 square feet to 17,500 feet. An automobile detail garage currently exists within what will be proposed Lot #3. The applicant is proposing to construct two (2) single-family detached dwellings. The proposed dwellings will be serviced by public water and sewer and to control stormwater runoff from the proposed dwellings and impervious coverage by installing an underground infiltration basin on Lot 1 and Lot 2.

Deputy Township Solicitor, Edward Zanine, asked Mr. Seeberger if he was prepared to sign the proposed resolution sent by his office. Mr. Seeberger agreed to all conditions of approval.

Motion by Mr. Antonello and seconded by Mr. Monahan Approving Preliminary & Final Subdivision approval for properties located at 2045 Bristol Pike & Buchanan St., Croydon (Tax Parcels #5-13-95 & #5-13-96) in a C-Commercial Zoned District of Bristol Township.

Motion carried unanimously by a vote of 7 – 0.

- B. John Schwartz, 7505 Bristol Pike, Levittown, requesting Preliminary & Final Land Development approval for property located at 1413-1415 Elkins Ave., Levittown (Tax Parcels #5-75-272 & #5-75-273) to use the existing building and the construction of an addition for an automobile detailing and minor repair shop in a C-Commercial zoned district of Bristol Township.**

Mr. Zanine stated the applicant granted a continuance until the August 17, 2017 Council Meeting.

- C. Authorization to Make Application to the Delaware Valley Regional Finance Authority: Consideration to Take Appropriate Action.**

Mr. McCauley recommended Council to authorize the submission of an application to the Delaware Valley Regional Finance Authority (DVRFA) to borrow \$10,000,000 for the

construction of the Capital Projects listed on the attached spreadsheet. This \$10 Million will effectively change the face of Bristol Township in numerous ways.

The largest project to be financed is the Municipal Complex Parks Improvements. This will be a \$5 Million project with the funds from the County Open Space Grant. We will acquire four properties and adding 6.68 acres to the Municipal Complex increasing its size by 57% to 18.34 acres. The improvements to be constructed would be an Amphitheatre, comfort station, walking paths, an accessible playground, and new parking.

There is also \$2 Million to match grant money to improve the Gateways to the Township. Although, the gateways to Bristol Township are on state highways, we know from experience that we cannot even count on PennDOT to cut the grass on their medians. Therefore, it is incumbent upon the Township to clean-up and improve the entrances to the Township.

Now we are at the point where we can invest in new assets such as a Sprinkler Park, Cedar Avenue Park, the Gateway Beautification Project, and making the Municipal Complex Park something all residents can be proud to say belongs to Bristol Township.

Mr. McCauley explained interest rates are still historically low. They have crept up slightly as the average rate for the past year for a 20-year fixed was 2.33%. Long story short, rates will not be going down any time soon as the Federal Reserve slowly continues to raise the benchmark interest rate.

Further, the new GASB rules are going to require us to change how we report unfunded liabilities. The Township's credit worthiness will not get any better when we are required to prominently display these liabilities, which are unduly high in comparison with other municipalities.

Lastly, the economy is improving and things are on the rise in Bristol Township and the region. Mr. McCauley strongly believes this is the best time to undertake capital projects when the local economy is on the rise. Fewer people are out of jobs than in the past ten years and based on the local earned income tax, people are making more money.

With the anticipated opening of the 1-95 and PA Turnpike interconnection, this investment by the Council will have the maximum positive impact on the community.

Motion by Mrs. Wagner and seconded by Mr. Glasson Approving the Submission of Application to the Delaware Valley Regional Finance Authority to Borrow \$10,000,000 Dollars for Capital Projects.

Motion carried unanimously by a vote of 7 – 0.

D. Authorization to Transfer \$3,000,000 from Undesignated General Fund Balance to the Debt Fund: Consideration to Take Appropriate Action.

Mr. McCauley stated this is part of his recommendation for the application to the DVRFA is to authorize the transfer of \$3,000,000 from the undesignated General Fund balance to the Debt Fund to pay the principal and interest on this note which will greatly minimize the real estate tax impact as has been done on most of the Townships other borrowings.

Motion by Mr. Glasson and seconded by Mr. Monahan Authorizing the Transfer of \$3,000,000 from the Undesignated General Fund Balance to the Debt Fund.

Motion carried unanimously by a vote of 7 – 0.

E. Bids for 2017-2018 Fuel: Consideration to Accept.

Mr. McCauley stated this is an annual bid through the Bucks County Consortium and the recommendation is to award the contract to Riggins Inc. The term of the contract shall run from August 1, 2017 to July 31, 2018.

Motion by Mr. Allen and seconded by Mr. Monahan to accept the low bid for the 2017-2018 Fuel Contract to Riggins Inc.

Motion carried unanimously by a vote of 7-0.

F. Bids for 2017-2018 Sign & Post: Consideration to Accept.

Mr. McCauley stated this is an annual bid through the Bucks County Consortium and the recommendation is to award the contract to Garden State Highway Products.

Motion by Mr. Glasson and seconded by Mr. Allen to accept the low bid for the 2017-2018 Sign & Post Bid to Garden State Highway Products.

Motion carried unanimously by a vote of 7-0.

COMMENTS FROM COUNCIL MEMBERS

President Bowen requested a status report from Mr. Schroeder concerning the Mill Creek and Plumridge Bridge. Mr. Schroeder stated that this project has been placed on Penn Bid and will be before Council at the September Meeting.

Mr. Bowen announced that St. Thomas Aquinas Church will host a Community Outreach Day on Saturday July 29th from 9:00 am to 2:00 pm.

OPPORTUNITY FOR RESIDENTS TO ADDRESS COUNCIL

West Rexler, 504 Western Ave, spoke of issues not pertaining to Township Business.

Motion by President Bowen and seconded by the entire Council to adjourn the meeting.

Motion carried unanimously by a vote of 7– 0.

The meeting was adjourned at 8:46 pm.

Respectfully submitted,

Kate Murphy
Township Secretary

RECAP OF THE JULY 20, 2017 COUNCIL MEETING

1. Approved the outstanding Voucher List and Requisitions from July 20, 2017.
2. Approved the June 15, 2017 Council Meeting Minutes.
3. Presented Monthly Awards for Exemplary Recycling Performance.
4. Presented Awards for Parks and Recreation Spring Photo Contest.
5. Adopted Resolution 2017-42 Approving the 2017 Annual Action Plan and Authorizing its Submission to the United States Department of Housing and Urban Development.
6. Adopted Resolution 2017-43 Honoring Brandon Greene Upon His Attainment of Eagle Scout Status.
7. Adopted Resolution 2017-44 Honoring Josh Sullivan Upon His Attainment of Eagle Scout Status.
8. Adopted Resolution 2017-45 Declaring 5001 Beaver Road Tax Map Parcel 05-61-200, as Blighted in Accordance with the Urban Redevelopment Law.
9. Adopted Resolution 2017-46 Declaring 60 Forest Lane Tax Map Parcel 05-72-089, as Blighted in Accordance with the Urban Redevelopment Law.
10. Adopted Resolution 2017-47 Declaring 46 Grapevine Road Tax Map Parcel 05-38-061, as Blighted in Accordance with the Urban Redevelopment Law.
11. Adopted Resolution 2017-48 Declaring 14 Margin Road Tax Map Parcel 05-21-596, as Blighted in Accordance with the Urban Redevelopment Law.
12. Adopted Resolution 2017-49 Declaring 125 Walnut Avenue Tax Map Parcel 05-008-090, as Blighted in Accordance with the Urban Redevelopment Law.
13. Adopted Resolution 2017-50 Declaring 1111 Veterans Highway Tax Map Parcel 05-27-103, as Blighted in Accordance with the Urban Redevelopment Law.
14. Adopted Resolution 2017-51 Declaring 3113 Veterans Highway Tax Map Parcel 05-20-5-2, as Blighted in Accordance with the Urban Redevelopment Law.
15. Adopted Resolution 2017-52 Accepting a 2016 Green Light-Go Program Grant for Mill Creek and Haines Roads Traffic Signal Modernization in the amount of \$226,194.20.
16. Adopted Resolution 2017-53 Accepting a 2016 Green Light-Go Program Grant for Radcliffe Street and Randall Avenue Traffic Signal Modernization in the amount of \$191,255.00.

17. Adopted Resolution 2017-54 Accepting a 2016 Green Light-Go Program Grant for State Road and Cedar Avenue Traffic Signal Modernization in the amount of \$252,184.
18. Adopted Resolution 2017-55 Authorizing the Submission of a Grant Application to the Department of Community and Economic Development for the Streetscape Enhancement and Pedestrian Connection Improvement Project.
19. Approved Payment Application #1 for the 2017 Curb Ramp Project to ABC Construction in the Amount of \$90,973.40.
20. Approved Resolution 2017-56 Authorizing Preliminary & Final Subdivision Approval for Properties Located at 2045 Bristol Pike & Buchanan Street Tax Parcels #5-13-95 & 5-13-96 in a C-Commercial Zoned District.
21. Tabled request for Preliminary & Final Land Development Approval for Property located at 1413-1415 Elkins Avenue Tax Parcels # 5-75-272 & 5-75-273 to use the existing building and the construction of an addition detailing and minor repair shop in a C-Commercial Zoned District.
22. Authorized Township Manager to Make an Application to the Delaware Valley Regional Finance Authority.
23. Authorized the Transfer of \$3,000,000 from Undesignated General Fund Balance to the Debt Fund.
24. Accepted the Bid Recommendation to Award the 2017-2018 Fuel Bid to Riggins, Inc.
25. Accepted the Bid Recommendation to Award the 2017-2018 Sign & Post Bid to Garden State Highway Products.

Meeting adjourned at 8:46 pm.