

November 14, 2018

The Board of Supervisors of Pennsbury Township held a regular meeting on Wednesday, November 14, 2018 at 7 p.m. in the township building. Present were Supervisors Fenton, Scottoline, McIntyre and Manager Kathleen Howley. The minutes of October 17, 2018 as well as the minutes of the Budget Workshop held on October 22, 2018 were approved as submitted.

**Manager Kathleen Howley** reported the following:

1. The proposed budget for 2019 has been posted and advertised for consideration at the December 12, 2018 meeting for adoption. The balanced budget is \$1,487,459. There is no tax increase for 2019. Mills will stay at 1.49 and an earned income tax of .312%.
2. The Board unanimously approved a motion to authorize Ms. Howley to sign an agreement with Jane Dorchester, Historic Consultant, outlining the work for the update of the Township 2009 Historic Survey. Total cost would be \$5995.00 and any additional work is \$55/hour.
3. Personnel Policy Amendment – The Board unanimously approved a motion to sign Resolution 2018-11-14 addressing health care policy. Any new hires after December 1, 2018 will be covered by the township for healthcare insurance as well as spouse and dependents if the spouse does not already have coverage with an employer. If the spouse is employed and has coverage, the township will provide coverage for the employee only.
4. The organizational meeting will be January 7, 2018 at 5 p.m. followed by the January regularly schedule meeting. The Board will meet monthly on the third Wednesday of the month at 7 p.m. unless noted otherwise.

**Road Master Dave Allen** submitted a written report stating that the road bank mowing is completed for this year, continuing tree trimming and ditching roads. Road inspection with the supervisors was held on October 23, 2018. Met with Matt Houtman on October 31<sup>st</sup> and looked at several roads in the township with drainage issues. Ordered “bicyclists dismount” signs for the railroad crossing on Fairville Road. Several bicyclists have had accidents crossing the railroad.

**Township Engineer Matt Houtman** reported the following:

1. Recommend approval of escrow release #5 for Parkers Preserve in the amount of \$66952.85. The Board moved to approve the release. A vote was taken and all were in favor. Motion passed. Mr. Houtman is working on a punch list for Tony Dambro, developer, before the township takes over the roads.
2. Mr. Houtman reported he and Dave Allen looked at the drainage issues on West Pennsbury Way. Matt suggested he do a topographical survey which may allow him to come up with some suggestions for a solution to the problem. The board moved to authorize Mr. Houtman to move forward with this survey. The motion was seconded and a vote taken. All were in favor and the motion passed.

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Dennis Smith reported the Planning Commission meetings this past month. Members continued discussion on criteria for a special event permit. Lynn Luft lead that research and discussion. A draft from the Planning Commission was sent to the Board and Mr. Oeste for their comments. Further discussion on special event space in highway commercial will be postponed until our planning seminar in January. Members also reviewed a sketch plan for a 3-lot subdivision on Raintree Road. The next commission meeting will be December 11<sup>th</sup> which will be the last meeting of the year.

Mr. & Mrs. Horan were present and asked when the “no parking” will be enforced. Ms. Howley stated Dave Allen has ordered the no parking signs and when they start to go up, letters will be sent out to residents along West Pennsbury Way advising them of the new regulations on no parking along this road as well as no parking on grass and what the consequences are. A copy of the amendment will also be included.

Bill list dated November 14, 2018 numbering 18477-18538, State Fund 422, 423 was submitted and approved for payment by the Board. With no further business the meeting adjourned at 7:45 p.m.

Respectfully submitted:

Kathleen Howley  
Township Manager