

March 26, 2020

**The Board of Supervisors of Pennsbury Township held a regular meeting on Thursday, March 26, 2020 at 7p.m. via teleconferencing.** All members, Tom Oeste, Solicitor, Manager Kathleen Howley and Township Engineer Matt Houtmann were on the conference call. The minutes of the February 19, 2020 meeting were approved as submitted. It was noted that the scheduled March 16, 2020 Supervisor public meeting was cancelled because of the pandemic of COVID-19 virus. The March 26, 2020 meeting was duly advertised and the public invited to participate via emailing comments/questions to township office and/or joining the conference call. With that being said, there were no emails and one resident joined the conference call. Solicitor Oeste went over the meeting protocol for all on line to enable an organized meeting.

Chairman Wendell Fenton opened the meeting and asked Manager Howley to go through the agenda for the evening. The following was noted:

1. Resolution 2020-03-26-2 adopting an amended Personnel Policy was submitted for consideration. Board members reviewed the amended policy and a vote was taken to pass the resolution. There was a motion made by Supervisor Fenton to pass the resolution and Supervisor McIntyre seconded the motion. There was no public comment. A vote was taken and all members were in favor. Motion passed.
2. Resolution 2020-03-26-1 ratifying the Declaration of Disaster Emergency with regard to municipal operations during the COVID-19 pandemic. This will stay in effect until officially terminated by further action of the Board of Supervisors. Mr. Oeste gave a summary of the resolution. Supervisor Fenton moved to pass this resolution and Supervisor Boyle seconded the motion. There was no public comment. A vote was taken and all members were in favor. Motion passed.
3. Ms. Howley stated the township is in receipt of a request for another 90-day extension for the Parker Preserve Subdivision which proposes to add an extra lot to the subdivision. The current deadline is April 8, 2020. This will extend the deadline to July 8, 2020. Supervisor Fenton moved to grant the 90-day extension and Supervisor McIntyre seconded the motion. There was no public comment and a vote was taken. All members were in favor and the motion passed. The legal documents for the road dedication of Parker Preserve is being finalized. Matt Houtman is working with Mr. Oeste to get this done so the Board can act on it in the near future.
4. It was noted by Mr. Oeste that he is waiting for a response from Mr. Anderson's attorney, Mr. Tupitza finalizing the wording that was agreed upon in the conditions for the approval of the Anderson 3 lot subdivision. Once this is done and approved by Mr. Houtman and Mr. Oeste, the approved subdivision can be recorded by the applicant.
5. A Conditional Use application for solar roof top panels for 26 Colonial Drive has been received by the township and will be scheduled once the supervisors are able to physically meet to conduct the hearing. The hearing for the ground mounted solar panels for the Pope residence had to be cancelled because of the pandemic. Mr. Pope gave the Township an extension to April 30, 2020. The township will advise Mr. Pope the hearing will be scheduled once the Board can physically meet to conduct the hearing.
6. The Township sale of a dump truck was on Municibid, an on-line auction for equipment. The bid was finalized on March 16, 2020 and the winning bid was \$13,300. Supervisor Fenton moved to accept the bid and Supervisor Boyle seconded the motion. There was no public comments and a vote was taken. All members were in favor and the motion passed.

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**Road Master Report** – Ms. Howley read the report submitted by Dave Allen. The Co-op opened bids on March 5, 2020 and awarded to the lowest bidder for stone – New Enterprise Stone and Lime Co.; line painting – Alpha Space Control; road oil – Asphalt Maintenance Solutions. There was no bid for fuels so it will be re-advertised. Mr. Allen met with Matt Houtman and went over road work proposed for Joshua Way, Hickory Hill and Hillendale Roads. Crew worked on Cossart Road replacing signs and painting over graffiti. COVID-19 – crew was sent home by order of Governor Wolf and on call for emergencies.

A bill list dated March 16, 2020 numbering 19577-19646 was submitted and approved by the Board. Ms. Howley was also authorized to sign all resolutions and bill list for the Board since they are not physically present. With no further business the meeting adjourned at 7:25 p.m.

Respectfully submitted:

Kathleen Howley  
Township Manager