

Board of Supervisors – February 16, 2021

**TOWNSHIP OF FALLS
BOARD OF SUPERVISORS MEETING**

ROLL CALL:

JEFFRY E. DENCE, CHAIRMAN	PRESENT
JEFF BORASKI, VICE-CHAIRMAN	PRESENT
JEFFREY ROCCO, SECRETARY	PRESENT
BRIAN M. GALLOWAY, SUPERVISOR	PRESENT
JOHN PALMER, SUPERVISOR	PRESENT

The meeting commenced at 6:39 p.m. with roll call and pledge to the flag. All Board members were present. Also present were Township Manager/Chief Code Enforcement Officer & Zoning Officer Matthew Takita, Township Solicitor Michael Clarke, and Township Engineer Colleen Kane.

**ITEM # 1 PUBLIC COMMENT – FIVE MINUTE LIMIT PER PERSON
FORTY-FIVE MINUTE MAXIMUM**

No one called in for public comment.

**ITEM # 2 CERTIFICATE OF APPROPRIATENESS – 88 MAIN STREET
TMP # 13-020-262 – REAR PATIO ENCLOSURE**

Member Galloway moved to approve the Certificate of Appropriateness for a rear patio enclosure at 88 Main Street, tax map parcel # 13-020-262; Member Rocco seconded the motion; all board members were in favor. (5-0)

**ITEM # 3 BUMM HOLDINGS COMPANY, LLC – PRELIMINARY/FINAL
DEVELOPMENT – 140 A-OLD OXFORD VALLEY ROAD
TMP # 13-003-001-001**

Mr. Clarke said after discussing with the applicant's attorney and realizing there are still a couple of issues to be worked out, they asked for this to be taken off tonight's agenda. It will be listed on a future agenda.

**ITEM # 4 BEAUTY 84 – CONDITIONAL USE – 84 EVERTURN LANE
TMP # 13-026-033**

Member Galloway moved to open the Conditional Use Hearing for Beauty 84, 84 Everturn Lane, tax map parcel # 13-026-033; Member Palmer seconded the motion; all board members were in favor. (5-0) Mr. Clarke said this is a Conditional Use Hearing. The property is 84 Everturn Lane, tax map parcel # 13-026-033. Within the last day or so, it was discovered that there were some issues with respect to the notices that were sent to the

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neighbors. After consulting with the applicant, it was determined that we would open this Conditional Use Hearing and continue it until March 15, 2021 at 6:30 p.m. in the Falls Township meeting room so the applicant can take care of any issues related to the notices. Member Galloway moved to continue this hearing to March 15, 2021 at 6:30 p.m. in the Falls Township meeting room or by virtual meeting; Member Palmer seconded the motion; all board members were in favor. (5-0) Mr. Clarke said the record will remain open.

ITEM # 5 CONSIDER PROPOSAL FROM F.X. BROWNE FOR ACT 101 RECYCLING GRANT

Manager Takita said F.X. Browne has provided a proposal in the amount of \$5,200 for the Act 101 Recycling Grant. This brings in revenue each year and is based on tonnage. The price is a \$400 increase from last year. Member Rocco asked what we bring in from this grant. Mrs. Reukauf said last year we took in over \$50K and she just received notification that we will receive a direct deposit for the 2019 grant and that is over 50K. The \$400 increase covers additional work that is needed toward this grant. Member Galloway moved to approve the proposal from F.X. Browne for the ACT 101 Recycling Grant in the amount of \$5,200; Member Palmer seconded the motion; all board members were in favor. (5-0)

ITEM # 6 CONSIDER PROPOSALS FOR THE POSTAGE MACHINE FOR THE TOWNSHIP

Manager Takita said they are going to STR Business and looking to upgrade our current postage machine to a Pitney Bowes machine. Member Rocco said there are a few different quotes in here and it wasn't easy to compare because they all had different features. If we are not already doing so, he would like to make sure we are looking to see if anyone in Falls Township offers these services. Member Galloway moved to approve the proposal from STR for a new postage machine for the township; Member Palmer second the motion with the caveat of Member Rocco's last comment; all board members were in favor. (5-0)

ITEM # 7 CONSIDER PROPOSAL FOR GEOGRAPHIC INFORMATION SYSTEM SERVICES FROM CARROLL ENGINEERING CORPORATION

Chairman Dence said this is for equipment that we already own that we are going to get operating correctly. He asked if we consulted with any of our engineers we have on staff. Manager Takita said this is something outside the scope of what they are capable of doing. This company will do all the setup, modify existing maps and provide training for staff. Member Rocco asked about the benefit of this. Manager Takita said for the township this system can be used by every department. There is a public interface so that information can be relayed back to the public and all that data is available to the public. It will help us as far as data tracking and will allow us to do internal inventory of our assets. There is a tremendous benefit having this GIS system. This is something we had but it was never installed. Member Palmer asked if this would show all the utilities. Manager Takita said it will to some extent, but you still have to do the PA1 call. Using those maps would not be a

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substitute for the PA1 call. As far as what utilities we have, we can create a base layer immediately and then we can add additional data. Member Palmer asked how this is used in the field. Manager Takita said the way the system is set up, you can access the GIS through a tablet, laptop computer or your phone. This can be used by the Engineer's office as well. Member Galloway moved to accept the proposal from Carroll Engineering Corporation for purchase of Geographic Information System Services; Member Palmer seconded the motion; all board members were in favor. (5-0)

ITEM # 8 CONSIDER ADOPTING ORDINANCE AMENDING CHAPTER 172 – SMOKING – TO ADD ARTICLE III – TOWNSHIP OWNED PROPERTY

Chairman Dence said the township campus will be basically smoke free. This is something we have been talking about for quite a while. Member Boraski wanted to clarify if this ordinance was all township property or just the municipal complex. Chairman Dence said it is the municipal complex. Member Galloway moved to approve Ordinance # 2021-2, Amending Chapter 172 – Smoking – To Add Article III – Township Owned Property; Member Palmer seconded the motion; all board members were in favor. (5-0)

ITEM # 9 CONSIDER RESOLUTION AMENDING TOWNSHIP OF FALLS' EMPLOYEE HANDBOOK SECTIONS 510, 511 AND 512

Mr. Clarke said this is an amendment to the Township Employee handbook dealing with an acceptable use policy related to township computer hardware, software, use of hand-held devices and social media. This places certain policies and procedures in place for the use of these township-issued devices on township time or any time you are using a township-issued device. Member Galloway moved to pass Resolution # 2021-5, amending the Township of Falls Employee Handbook Sections 510, 511 and 512; Member Palmer seconded the motion; all board members were in favor. (5-0)

ITEM # 10 CONSIDER AUTHORIZATION FOR ADVERTISEMENT FOR TREE TRIMMING AND REMOVAL OF TREE SERVICES IN FALLS TOWNSHIP

Manager Takita said the board is asked to consider authorization for advertisement for tree trimming and removal of trees in Falls Township. Sealed bids are due by March 9, 2021. Member Rocco said we have been doing this for about three or four years now. He asked Mr. Lawson if he had any idea when we may be done with this clean up. The amount of money that is spent on this each year is significant. Mr. Lawson said it is and we have had previous conversations with Mr. Gray. Maybe we should bring it back up with Manager Takita. One thing is to bring in a company to do harvesting. They go through the township properties, take out the dead trees and anything that is significant enough for them to use and this would help allow the property to flourish again. He doesn't believe we would have to pay for this service. There is a lot of acreage that we own that is overgrown. Doing the harvesting would allow us to go out to a company to harvest the wood. We have been taking trees mostly out of residential areas at the property line. If we can clear everything

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back, we can get it to the point where the trees are healthier. Member Boraski asked if this is the same as emergency work; are they an on-call service? Mr. Lawson said it is and it isn't. For any tree that falls overnight, 90% of the time the township takes care of it because it has already fallen. They would cut it up. If there is a storm and it is leaning on a house, we would call in this company. Member Galloway moved to authorize advertisement for tree trimming and removal of tree services in Falls Township; Member Palmer seconded the motion; all board members were in favor. (5-0)

ITEM # 11 CONSIDER AUTHORIZATION FOR ADVERTISEMENT FOR THE FALLS TOWNSHIP COMMUNITY PARK HOCKEY RINK IMPROVEMENT PROJECT

Chairman Dence said our hockey rink is very outdated and in need of renovation. Member Palmer asked if there were any grant money going toward this. Mr. Brian Andrews said we have applied for a grant for this and we should be hearing something soon. Member Galloway moved to authorize advertisement for the Falls Township Community Park Hockey Rink Improvement Project; Member Palmer seconded the motion; all board members were in favor. (5-0)

ITEM # 12 CONSIDER QUOTES FOR FERTILIZER FOR TOWNSHIP FACILITIES

The township received quotes for fertilizer and the low bidder was Tru-Green in the amount of \$18,707.85. Member Galloway moved to accept the quote and award the work for fertilizer for township facilities to Tru-Green in the amount of \$18,707.85; Member Boraski seconded the motion; all board members were in favor. (5-0)

ITEM # 13 CONSIDER PURCHASE OF VEHICLES FOR THE PUBLIC WORKS DEPARTMENT

Mr. Lawson said this is to replace three F-550 vehicles that we have that are at the point where they will not pass state inspection. We will re-re-using the aluminum bodies on the new chassis. The price for cab and chassis is \$47,799 each for a total of \$143,397. We are buying three F-550 cab and chassis which will be upfitted with a new plow and new main cylinder in the back and then the bodies will be transferred over to the new cab and chassis. The work is done at J&J Bodies out near Lancaster. They are a dealer through U.S. Municipal, through the CoStars program. The price is \$86,976 for the body transfers for a total of \$230,373. This purchase came in \$12,627 below the budgeted amount. Member Galloway moved to approve the purchase of three F-550 vehicles for the Public Works Department for the total price of \$230,373; Member Palmer seconded the motion; all board members were in favor. (5-0)

ITEM # 14 CONSIDER PURCHASE OF VEHICLES FOR THE PARKS & RECREATION DEPARTMENT

Three quotes for two Ford Escapes for \$23,605.14 each; the total price of \$47,210.28. Member Boraski said it is nice to see them get some new vehicles instead of hand me downs. Member Rocco hopes the next vehicles we purchase are electric powered. Member Galloway moved to approve the purchase of two Ford Escapes for the total price of \$47,210.28; Member Boraski seconded the motion; all board members were in favor. (5-0)

ITEM # 15 CONSIDER AMENDED 2021 FEE SCHEDULE FOR CODE, FIRE AND PARKS & RECREATION

Manager Takita said the board is being asked to amend the 2021 Fee Schedule to include fees that would be related to the new rental property inspection program. We are looking at an annual common area inspection of \$15 per rental unit and then the 3-year inspection for an apartment complex at \$50 per unit and other residential rentals, single-family or townhouse at \$100 per unit. Member Galloway moved to approve the amended 2021 Fee Schedule for Code, Fire and Parks & Recreation; Member Palmer seconded the motion; all board members were in favor. (5-0)

ITEM # 16 APPROVAL OF GRANT AGREEMENT BETWEEN FALLS TOWNSHIP AND BUCKS COUNTY DRUG AND ALCOHOL COMMISSION, INC.

Chief Whitney said this refers to the Falls Township Support Recovery Program where we are bringing on Certified Recovery Specialists to ride with the police officers and handle substance abuse calls for service to try to connect people with treatment. The Bucks County Drug and Alcohol Commission has agreed to fund this program annually at no cost to us. Board members thanked Chief Whitney for all of the work on this program. Member Galloway moved to approve the grant agreement between Falls Township and Bucks County Drug Alcohol Commission, Inc.; Member Rocco seconded the motion; all board members were in favor. (5-0)

ITEM # 17 APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN FALLS TOWNSHIP AND FAMILY SERVICE ASSOCIATION OF BUCKS COUNTY

Chief Whitney said the Family Service Association of Bucks County is the employer of the Certified Recovery Specialists. The Memorandum of Understanding defines the relationship between the Falls Township Police Department and the Family Service Association of Bucks County. Member Galloway moved to approve the Memorandum of Understanding between Falls Township and the Family Service Association of Bucks County; Member Palmer seconded the motion; all board members were in favor. (5-0)

**ITEM # 18 APPROVAL OF FALLS TOWNSHIP POLICE DEPARTMENT
INTERNAL POLICY ESTABLISHING POLICE DEPARTMENT
PROCEDURES FOR THE FALLS TOWNSHIP SUPPORTING
RECOVERY PROGRAM**

This is the police department policy. It defines the role of the Certified Recovery Specialist and the role of the police officers who interact with them and provides safeguards for their safety. It explains what they will and will not be doing so it is clear to everyone. Member Boraski if he wants to tell the township what this is about. Chief Whitney said since 2010, there have been 854 overdoses and 131 of them have been fatal. Through the years, we have been trying to do things to make this better. We have been using Narcan, working with different providers to connect people with the substance abuse treatment. This allows a Certified Recovery Specialist to be able to respond to calls for service Monday through Friday, 10 a.m. to 6 p.m. The two Certified Recovery Specialists have expressed an interest in EMT training so they will be attending training this fall and this is covered by the grant. The rate of successfully placing people in treatment is much higher when we have someone out in the field to help them do that rather than following up hours or days later. Member Rocco asked when this program would start. Chief Whitney said we have done orientation with the Certified Recovery Specialists and we will be good to start this week. Member Palmer asked if this has anything to do with funding our police department. Chief Whitney said no. This is another effort to chip away at this problem. Two of the biggest problems we have in Falls Township are overdose deaths and traffic-related deaths. This is co-responder model. This has nothing to do with any criminal justice reform or any efforts to impact the budget or training in the police department. Board members were very appreciative of Chief Whitney's help with this program. Member Galloway moved to approve the Falls Township Police Department procedures for the Falls Township Supporting Recovery Program; Member Palmer seconded the motion; all board members were in favor. (5-0)

**ITEM # 19 APPOINTMENTS TO VARIOUS BOARDS, COUNCILS,
COMMITTEES AND COMMISSIONS**

Chairman Dence moved to appoint Suzanne Hannigan to the Police Pension Board; Member Palmer seconded the motion; all board members were in favor. (5-0)

Member Rocco moved to appoint Robert Leary and Elizabeth Moyer to the Disabled Persons Advisory Board; Member Boraski seconded the motion; all board members were in favor. (5-0)

Member Rocco moved to appoint Jo Ann Cosgrove to the Shade Tree Commission; Member Boraski seconded the motion; all board members were in favor. (5-0)

Chairman Dence said the Parks and Rec Board has one vacancy and the Neighborhood Traffic Advisory Committee has two vacancies. The Historic Preservation Board has four vacancies. The Architectural Review Board has one vacancy, but you need to be a registered contractor of some sort. The Environmental Advisory Board has a vacancy.

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Chairman Dence moved to authorize advertisement for the alternate for the Zoning Hearing Board, making it a one-year term instead of a five-year term; Member Boraski seconded the motion; all board members were in favor. (5-0)

Chairman Dence moved to authorize advertisement for the creation of an alternate position for the Planning Commission, making it a one-year term; Member Boraski seconded the motion; all board members were in favor. (5-0) Member Boraski said we are accepting letters of interest for both of these positions.

ITEM # 20 MINUTES – JANUARY 18, 2021

Member Galloway moved to approve the minutes from January 18, 2021; Member Palmer seconded the motion; all board members were in favor with the exception of Chairman Dence who abstained as he was absent from this meeting. (4-0-1)

ITEM # 21 ENGINEERS REPORT

Ms. Colleen Kane said during the month of January, there were five new land developments submitted, two of which are for minor subdivision. One at Jonathan Way on Cedar Lane and NorthPoint, KA at Fairless has two applications submitted for Conditional Use and land development approval for the WAWA on Lincoln Highway and lastly, the Lincoln Storage self-storage facility on Lincoln Highway. TVO Packaging for a 77K sq. ft. building addition and will appear at the February Planning Commission meeting. The remaining applications submitted in January are expected to appear at the March Planning Commission meeting. There are no earth disturbances or flood plain applications submitted. Work continues on the structural steel for building 2 at MM Metals. For KG Petrucci, site work continues through the various stages of development. There was no activity at Al Rose Steel due to inclement weather. There are no new earth disturbance updates. The 2020 Road Program has not been remobilized. We plan to remobilize in mid-March after the weather breaks. We expect the job to be substantially completed in two to three months after remobilization. For the 2021 Road Program, the Elderberry Drive design is mostly complete, and we are seeking authorization to advertise in April.

ITEM # 22 BILL LIST

Member Rocco provided a summary of the bill list. Member Galloway moved to approve the bill list for February 16, 2021 in the amount of \$1,808,177.53; Member Palmer seconded the motion; all board members were in favor. (4-0)

ITEM # 23 EXECUTIVE SESSION

Mr. Clarke said earlier today the board held an Executive Session to discuss various personnel matters and several matters of potential litigation.

ITEM # 24 POLICE DEPARTMENT REPORT

Chief Whitney provided the following updates:

- A. During the month of January, there were 19 out of 62 shifts where manpower was at or below minimum staffing for at least part of the shift. This amounts to 30.6% of the time in January. This is down from 53% in December. The objective is to be at minimum staffing no more than 25% of the time.
- B. There were 7 overdoses in January. There were 0 fatal overdoses for the year. There were 1,612 calls for service for the month of January. There were 217 medical calls in January, 87 traffic accidents in January and 78 arrests in January.
- C. Chief Whitney provided information on township hotels and motels.
- D. On January 9th, there was an armed suicidal subject at 315 Lincoln Highway. The subject was taken to the Crisis Center at Lower Bucks Hospital.
- E. Chief Whitney spoke about policy updates and training. The training subjects are: Street Academy, Survival Tactics for Police Officers and Mastering Pennsylvania Search and Seizure.
- F. There will be two shredder events. The dates are April 24th and October 30th.

Member Boraski asked Chief Whitney if he could touch on where we are or the timeframe for our next accreditation process. Chief Whitney said the normal accreditation cycle is every three years. We were certified a year ago so two years from now we will be up for site accreditation again. Every quarter there is work done to examine and demonstrate to the Accreditation Board that we are following the policies we have. That work continues throughout the year, every year.

ITEM # 25 MANAGER COMMENT

- A. Manager Takita said there is a proposed compensation increase for the township tax collector. This is a \$0.10 increase. Mr. Clarke has prepared the resolution and necessary documents. This is a matter that is required to be addressed by the board every four years and it is the time before the tax collector election is going to be held. It was last held in 2017. It will be held in 2021. Member Galloway moved to approve Resolution # 2021-6; Member Palmer seconded the motion; all board members were in favor. (5-0)
- B. Member Galloway moved to approve escrow release # 5 for General Asphalt Paving in the amount of \$179,842.53; Member Palmer seconded the motion; all board members were in favor. (5-0) This was part of the 2019 Road Program.
- C. Member Galloway moved to approve the purchase of 15 shade trees as part of the Bare-Root Tree Program at a cost of \$50 each, total price of \$750; Member Palmer seconded the motion; all board members were in favor. (5-0)
- D. Member Galloway moved to ratify two snow emergencies held on January 31, 2021 and February 7, 2021; Member Palmer seconded the motion; all board members were in favor. (5-0)
- E. Member Galloway moved to approve donation request as follows: Fairless Hills Athletic Association in the amount of \$6,000, Falls Soccer Club in the amount of

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\$6,000, and Levittown Continental Little League in the amount of \$6,000 as well as township covering the cost of porta potties; Member Palmer seconded the motion; all board members were in favor. (5-0)

ITEM # 26 BOARD COMMENT

Member Galloway – no comment

Member Boraski asked if Mr. Andrews was able to give an update on the geese situation at the Fallsington pond, Martha Circle and Martha Drive. Mr. Andrews said they sent mailers out to the residences that back up to the Nottingham pond. This year the mailers went out last week and he is coordinating with Public Works to use Flight Control. They will monitor the situation and update the board as we move forward. Member Boraski thinks that keeping that data while using the products will really help going forward. Member Boraski asked if the new company was able to stop down there. Mr. Andrews said they will use the Flight Control as well as the other measures. We will see how it works but we can look into that in the future. Chairman Dence asked about the standing water and if it would help keep geese off the water if a fountain were installed. Member Boraski would like Mr. Andrews to ask the new company if keeping that pond aerated might also help the problems with the fish as well.

Member Palmer – no comment

Member Rocco – no comment.

Chairman Dence said he received an email that the St. Patrick's Day Parade has been canceled. We have more snow coming and hopefully that is the last of it. Please stay safe and see you in March.

Member Galloway moved to adjourn the meeting; Member Palmer seconded the motion; all board members were in favor. (5-0) The meeting was adjourned at 7:58 p.m.



Jeffrey Rocco, Secretary

