

BRISTOL TOWNSHIP COUNCIL MEETING
APRIL 21, 2016

BRISTOL TOWNSHIP

2501 BATH ROAD
BRISTOL, PA 19007

April 21, 2016

COUNCIL MEETING

President Bowen called the meeting to order at 7:04 PM.

Roll Call:	President Bowen	Present
	Mr. Allen	Absent
	Mr. Antonello	Present
	Mr. Glasson	Present
	Vice President Longhitano	Present
	Mr. Monahan	Present
	Mrs. Murphy	Present

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.

Council President Bowen stated matters of personnel and litigation items were discussed in executive session prior to the meeting.

VOUCHER LIST & MINUTES

- A. Call for a motion to approve the outstanding Voucher List and Requisitions for April 21, 2016

Motion by Mr. Monahan and seconded by Mr. Glasson to approve the outstanding voucher list and requisitions for April 21, 2016.

Motion carried unanimously by a vote of 6 – 0.

- B. Call for a motion to approve minutes from the Council Meeting on March 23, 2016.

Motion by Mr. Antonello and seconded by Ms. Longhitano to approve the minutes from the Council Meeting on March 23, 2016.

Motion carried unanimously by a vote of 6 – 0.

BRISTOL TOWNSHIP COUNCIL MEETING
APRIL 21, 2016

COMMENDATIONS, PRESENTATIONS and REPORTS

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

Deputy Township Manager Scott Swichar congratulated the residents of Bristol Township for increasing recycling totals for the second straight year.

Mr. Swichar announced that the 2016 Spring Clean-Up Weekend will be on Saturday May 14 and Sunday May 15 from 8:00am to 12:00pm. This free event is provided for Bristol Township residents to dispose of their unwanted household junk, recyclables, appliances and electronics at the Municipal Building. Mr. Swichar reminded residents to bring identification proving township residency.

Mr. Swichar stated the Hazardous Waste Event will be on May 28 from 9am to 3pm at Harry Truman High School.

Mr. Swichar stated that yard waste collection began on April 15. The Township will sell yard waste containers to residential customers for \$2; however, there is a limit of one container for each residence. The Township has 6,500 containers available and will consider selling additional containers to residents based on availability.

B. Presentation of Glasson Grants.

Council President Bowen announced that the Township Council would be providing \$20,000 to each of its five volunteer fire companies for the purchase of life-saving equipment or capital improvements. During the 2015 budget process, Councilmember Joe Glasson lobbied for his fellow members for the additional funding. “Joe Glasson lobbied very hard for the volunteer firefighters to share in the successful financial results of the Township.” Glasson lobbied so well for his fellow firefighters that the late Council President, Bob Lewis, referred to the appropriation as “Glasson Grants” and the name has stuck.

President Bowen thanked the Volunteer Fire Companies for all of their hard work and dedication to the Township.

C. Presentation to the Third District Fire Company for Assisting the Bucks County Recorder of Deeds on Honor Flight Trip to Washington, D.C. for WWII Veterans.

Joseph J. Szafran, Bucks County Recorder of Deeds, presented a Plaque of Appreciation to the Third District Fire Company for assisting on their Honor Flight trip to Washington, D.C for WWII Veterans.

Mr. Szafran stated that in the last five years Bucks County has started various programs for veterans such as the Veteran ID Program enabling veterans to enjoy discounts in participating stores throughout the

BRISTOL TOWNSHIP COUNCIL MEETING
APRIL 21, 2016

County. The second program, which is in its third year, is the Bucks County Tour of Honor. WWII and Korean Veterans are taken to Washington, D.C. for a Day of Honor.

Third District Fire Company assisted fellow fire companies along Street Road ensuring safe travel for the Veterans.

Fire Company President Herb Schoell accepted the plaque on behalf of his fellow firefighters.

Mr. Szafran announced that the date for this year's trip will be September 26 and is open for any WWII Veteran.

Mr. McCauley stated that the information for the program will be posted on the Township's media outlets.

Mr. Antonello announced that the Delaware Valley Vietnam Veterans will be hosting the 31st Annual Donald W. Jones Flag Memorial at Falls Township Park on Friday, June 10 through Sunday, June 12^{beginning} at 9:00am.

C. Introduction of New Public Works Director.

Township Manager, Bill McCauley announced that David F. Capponi, an experienced Project Superintendent with 35 years of construction experience, has been hired as Bristol Township's Director of Public Works.

Mr. McCauley stated that one project that stood out for him was when Mr. Capponi, then working for P. Santos Company, assisted in the installation of a geothermal underground pipeline used for heating and air-conditioning at West Chester University.

Mr. McCauley believes that the Township is fortunate to have Mr. Capponi join the team.

Council congratulated and welcomed Mr. Capponi.

Mr. Capponi thanked Mr. McCauley and Council for the opportunity.

ORDINANCES AND RESOLUTIONS

A. A Resolution of Respect for Dave Mishon: Consideration to Adopt.

Mr. McCauley read the Resolution of Respect for Dave Mishon into the record.

Motion by Mrs. Murphy and seconded by Mr. Glasson Approving a Resolution of Respect for Dave Mishon.

Motion carried unanimously by a vote of 6 – 0.

Mr. Edward Armstrong accepted the Resolution on behalf of the Mishon family and the EAC. He thanked Council for honoring his friend.

BRISTOL TOWNSHIP COUNCIL MEETING
APRIL 21, 2016

Mr. McCauley announced he would like to arrange a meeting between EAC, G.O.A.L and Dave Capponi to discuss the maintenance on the green belts and other environmental issues and concerns to move forward working together.

- B. A Resolution of Commendation to Carl Grecco in Recognition of His Distinguished Service to the Students of Truman High School: Consideration to Adopt.

Motion by Mr. Antonello and seconded by Ms. Longhitano to approve a Resolution of Commendation to Carl Grecco in Recognition of His Distinguished Service to the Students of Truman High School.

Motion carried unanimously by a vote of 6 – 0.

Councilwoman Murphy read the Resolution of Commendation for Carl Grecco into the record.

Mr. Grecco thanked Council for the commendation and recognizing his career.

- C. A Resolution Authorizing the Bristol Township Emergency Management Director to Execute all Required Forms and Documents on Behalf of Bristol Township for the Purpose of Obtaining Financial Assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act: Consideration to Adopt.

Motion by Mr. Antonello and seconded by Ms. Longhitano to Approve a Resolution Authorizing the Bristol Township Emergency Management Director to execute all Required Forms and Documents on Behalf of Bristol Township for the Purpose of Obtaining Financial Assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

Motion carried unanimously by a vote of 6 – 0.

REPORT FROM TOWNSHIP MANAGER

Mr. McCauley informed Council that during the course of the municipal building renovations security cameras were replaced in the interior and exterior of the building and in the holding cells in the police department. Unknown to the Township, the vendor provided upgraded cameras that provided both video and audio recording even though only video cameras were requested. The vendor thought he was doing the Township a favor by providing the more expensive cameras at the same price of a camera with video only. The cameras have been installed, but the audio capabilities have not been enabled due to liability concerns under the Wiretap and Electronic Surveillance Control Act. Only the Township's IT technicians with security clearance can enable the audio.

Mr. McCauley wrote to District Attorney, David W. Heckler, seeking his assistance in the matter. Mr. Heckler responded and will be sending someone out to the office to look at the installation. In

**BRISTOL TOWNSHIP COUNCIL MEETING
APRIL 21, 2016**

the meantime, the vendor for the installed cameras has been contacted and they are in the process of creating a software patch that will disable the audio firmware permanently.

Mr. Heckler has been kept updated on the progress and Mr. McCauley suggested that Detective Gorman come down to view and witness the installation of the patch.

Fortunately our IT people picked up the audio installation and informed the Township Manager which led to the District Attorney being contacted immediately.

REPORT FROM TOWNSHIP SOLICITOR

No Formal Report at this time.

NEW BUSINESS

A. Report on Results of the Financial Operations of 2015.

Township Manager McCauley presented the results of the 2015 Financial Operations. Mr. McCauley stated that 2015 was another great year for finances in Bristol Township. Revenue exceeded the budget by \$1.6 million. Expenditures came in \$1.1 million under the adopted budget. We are projecting a surplus in the General Fund for 2015 of \$2.7 million. The Earned Income Tax and the Transfer Tax were strong allowing us to beat our revenue number by \$1.6 million.

The Sewer Fund was the only blip the Township had in the 2015 financials but nothing too concerning. Revenues came in at \$6 million under because we had already borrowed \$3 million from the Capital Fund for improvements to the Waste Water Treatment Plant (WWTP.) Expenditures came in at \$5.6 million as opposed to the \$11.3 we had appropriated for the improvements. We ended with a slight deficit due to some \$675,000 in costs related to the repairs of the two digesters at the plant, which we are currently in the process of seeking reimbursement due to faulty design and/or workmanship.

Refuse Fund revenues came in \$94,000 above projection. Expenditures came in under at \$694,000. Realized a surplus of \$788,336 essentially related to the new contract. Streetlight Fund revenues came in \$43,000 above the adopted budget. Expenditures came in under \$76,000. We produced a surplus deficit of \$120,000 (variance) which is directly related to the reduction in our electric and maintenance cost of the new LEDs. Recreation Fund is our smallest fund and biggest success. Revenue came within \$3,600 of the budget and expenditures came in \$72,000 under budget. A decline in Summer Program participation played a part in the savings. A surplus of \$68,000 was produced, a first in Mr. McCauley's tenure. Capital fund revenues came in almost \$2.5 million over and expenditures at \$1.6 million under budget. We produced a surplus of \$4 million. General fund monies were transferred into the Capital Fund and will probably do the same this year after the audit is complete because with grants being very difficult to find new sources of revenue are limited. Any funds deposited into the Capital Fund to maintain our infrastructure is important.

BRISTOL TOWNSHIP COUNCIL MEETING
APRIL 21, 2016

Councilwoman Murphy asked if the surplus in the Capital Fund was \$389,000 the difference between our actual spending and revenues. Mr. McCauley stated that is correct however the variance was compared to the adopted budget.

Liquid Fuels Fund received \$37,000 more than expected with the adopted budget and expended \$709,000 less than the adopted budget. The township realized a surplus of \$746,000. Mr. McCauley anticipates if the Township is in need of a significant paving or drainage project we could use this fund. During the past five years, the Township was able to take advantage of historically low interest rates enabling the Township to stockpile revenue in Liquid Fuels Fund, thereby allowing money to be borrowed from Liquid Fuels if the interest rates are unattractive.

Barbara Bill, of Elford Road, asked if the refuse fee would decrease since the fund realized a surplus.

Mr. McCauley stated that would be a decision for Council if they wanted to reduce the fund balance. In 2014 the refuse fee was reduced by \$20.00 with the new contract and the goal was to maintain that reduction for the next five years which is the life of the contract.

Councilwoman Murphy stated that the Streetlight Fund ran a deficit not a surplus, however the variance was a positive.

B. Bids for 2016 Milling & Paving Contract: Consideration to Accept.

Township Engineer, Kurt Schroeder stated that Gilmore & Associates has reviewed the six (6) public bids submitted on the PennBid website on March 21, 2016. They determined that the low bidder, General Asphalt Paving Company, Inc. is the lowest responsible bidder coming in at \$1,806,240.63. The thirty (30) day determination period has been completed and General Asphalt Paving Company, Inc. meets the requirements of the Responsible Contractors Ordinance. It is their recommendation to award the contract to General Asphalt Paving Company, Inc.

The Township has disbursed notifications to residents concerning curb replacement. The road list is posted on the Township website however a schedule is still undetermined, as we are taking into consideration the schedule of the utility companies plans to replace piping or underground wiring which would result in the digging up of the road.

President Bowen asked how many miles would be paved. Township Manager McCauley answered approximately 14 miles.

Councilwoman Murphy Asked if Mill Creek and Haines Road were on the list. Mr. Schroeder stated that due to the construction of both the schools and the Route 13 project those roads at present time were not on the list.

Councilman Antonello asked if those roads were off the table completely for this year as the deterioration of both surely could not withstand another winter.

Mr. Schroeder stated nothing precludes adding more roads later if the budget allows.

BRISTOL TOWNSHIP COUNCIL MEETING
APRIL 21, 2016

Motion by Mr. Glasson and seconded by Mr. Monahan to accept the low bid of General Asphalt Paving Company, Inc. for a total contract amount of \$1,806,240.63 for all items under the Base Bid and Alternate Bid.

Motion carried by a vote of 6 – 0

C. Request from Deon Square Shopping Center Redevelopment dated April 15, 2016 for Escrow Release for Site Improvements: Consideration to take Action.

Mr. Schroeder recommended a second escrow release for Deon Square Shopping Center in the amount of \$279,340.20 for work that was satisfactorily completed.

Mike Nye, of Indian Creek, asked about the remaining balance of the escrow.

Mr. Schroeder stated that the remaining balance was \$1,097,504.95. The Letter of Credit is an insurance policy for the Township to ensure improvements such as changes in parking, stormwater management, or landscaping buffering is satisfactorily completed in accordance with the Township.

Motion by Mr. Monahan and seconded by Mr. Glasson Approving Escrow Release for Deon Square Shopping Center Redevelopment in the amount of \$279,340.20.

Motion carried unanimously by a vote of 6 – 0.

OTHER BUSINESS

Mr. Glasson questioned Mr. Capponi about the moving of paving equipment across from Truman High School on Mill Creek, and whether their intention is to patch that road or simply provide a staging area for the equipment. Mr. Capponi stated that Airport Road was just completed and Mill Creek is next on the list.

Mr. Antonello inquired about the status of cutting the grass along the median of Levittown Parkway. President Bowen stated that issue will be discussed at a later date as that property is owned by the State.

Mr. Antonello stated this issue needs to be addressed by speaking with the State Representatives or having the Public Works Department handle the issue

Vice President Longhitano expressed her deepest sympathies for the losses our community has suffered in the past year. On a personal note she lost a mentor and pillar of the community with the passing of Joe Turner. Friends of Joe Turner are invited to the Mason Lodge located at 525 South Olds Boulevard in Fairless Hills on Sunday April 24th starting at 11:00 am for a Life Celebration Breakfast in his honor.

BRISTOL TOWNSHIP COUNCIL MEETING
APRIL 21, 2016

Mr. McCauley announced the Township held an auction of Sunbury Farms on April 21, 2016.. The top two (2) bids were for \$510,000 and \$500,000. Council has a Resolution before them to approve the award of the sale.

- A. A Resolution Awarding a Contract to Mar Mar Builders Inc. for the Sale of a Township-Owned Property Located at 2800 Newportville Road, Bristol Township, Bucks County Pennsylvania: Consideration to Approve.

Mr. McCauley read the Resolution into the record.

Motion by Mr. Glasson and seconded by Mrs. Murphy to Award a Contract to Mar Mar Builders Inc. for the Sale of a Township-Owned Property Located at 2800 Newportville Road, Bristol Township, Bucks County Pennsylvania.

Motion carried unanimously by a vote of 6-0.

Mr. Swichar announced that Bristol Township Summer Camp for kids ages 5 to 14 will run from June 20th to August 5, 2016. In person registration will be held on Saturday May 7th from 10am-2pm at the Municipal Building. Registration forms can also be dropped off at the front desk of the Municipal Building beginning on May 9th from 8:30am - 4:30pm.

President Bowen announced that G.O.A.L will host a clean-up on Saturday April 30 from 9am to 1pm. Volunteers are welcome to attend and can meet at the end of Ford Road by the former sewer plant.

Members of Council wished everyone a Happy Mother's Day.

Mr. McCauley congratulated Mr. Krug, an EAC member and a former Villanova basketball player, on his alma mater, Villanova University winning the National College Basketball Championship.

OPPORTUNITY FOR RESIDENTS TO ADDRESS COUNCIL

Troy Brennan, Bristol Township, inquired about the investigation of the Lower Bucks County Joint Municipal Authority and missing funds.

Mr. Glasson responded that there is an ongoing investigation through the District Attorney's Office and the Municipal Authority and that absolutely funds have been misappropriated. He stated there is an ongoing investigation and until the DA publicly announces charges further comment cannot be discussed.

Mr. Brennan commented on the lack of coverage this investigation has received from the news media.

Ellen Miller, of Eugene Drive, announced the EAC meets on the first Wednesday of each month at the Municipal Building starting at 7:00 pm. Since there is a community education program prior

BRISTOL TOWNSHIP COUNCIL MEETING

APRIL 21, 2016

to the meeting on June 1, the regularly scheduled meeting will follow the program. The topic will focus on gardening for birds and butterflies. Ms. Miller encouraged residents to attend the meeting and stated that they are looking for a committee member to fill a committee vacancy.

Gerard Lykon, of Bath Road, announced that Lykon Automotive located at 3213 Bath Road will be hosting a Meet & Greet on Saturday May 21 starting at 11:00 am. He encouraged residents to come out for food, music and a movie.

Ellen Miller, of Eugene Drive, stated that the EAC meeting is videotaped and can be viewed after the Township Council Meeting up to two-weeks after the meeting.

West Rexler, of Western Avenue, commented on bids not being opened during Council meetings and inquired about the progress of the recovery home issue.

Vice President Longhitano responded that they testified at the state hearing to get new legislation passed.

Mr. Antonello stated that Council is waiting on further guidance from the attorneys to bring the Township's Ordinance current to ensure the health and safety of all the citizens of Bristol Township.

Mr. Wexler further commented on the status of Miller Trailer Park and questioned why the Township is involved in selling the property.

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

Motion carried unanimously by a vote of 6-0.

The meeting was adjourned at 8:36 pm.

BRISTOL TOWNSHIP COUNCIL MEETING
APRIL 21, 2016

RECAP OF APRIL 21, 2016 TOWNSHIP COUNCIL MEETING

1. Approved the outstanding Voucher List and Requisitions from April 21, 2016.
2. Approved the March 23, 2016 Council Meeting Minutes.
3. Presented Monthly Awards for Exemplary Recycling Performance.
4. Presented Glasson Grants to all Volunteer Fire Companies.
5. Presentation to the Third District Fire Company for Assisting the Bucks County Recorder of Deeds on Honor Flight Trip to Washington, D.C. for WWII Veterans.
6. Introduced New Public Works Director, David F. Capponi.
7. Approved A Resolution of Respect for Dave Mishon.
8. Approved a Resolution of Commendation for Carl Grecco.
9. Approved a Resolution Authorizing the Bristol Township Emergency Management Director to execute all Required Forms and Documents on Behalf of Bristol Township for the Purpose of Obtaining Financial Assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.
10. Heard a Report on the Financial Operations of 2015.
11. Accepted the Low Bid for 2016 Milling & Paving Contract.
12. Approved the Request from Deon Square Shopping Center Redevelopment dated April 15, 2016 for an Escrow Release of \$279,340.20.
13. Approved a Resolution Awarding a Contract to Mar Mar Builders, Inc. for the Sale of a Township-Owned Property located at 2800 Newportville Road for \$510,000.
14. Meeting Adjourned at 8:36 pm