

SOLEBURY TOWNSHIP BOARD OF SUPERVISORS

April 11, 2017 – 10:00 a.m.

Solebury Township Hall

WORK SESSION MINUTES

Attendance: Kevin Morrissey, Chair, Helen Tai, Vice-chair, Noel Barrett, Paul Cosdon and James Searing. Dennis H. Carney, Manager, Gretchen K. Rice, Assistant Manager and Steven Wiesner, Township Consultant, were also in attendance.

2017 Township Objectives – Status Update

The Board reviewed the overall list of 2017 Objectives and individual Board members and administration provided updates on the current status and progress made on those items with the highest rankings.

Included in the objectives discussed was the area of the old pole barn to be converted into a multipurpose field, including a status update on the plans, bid documents and cost estimates being prepared by the Township Engineer and possible funding sources for the project. Whether or not funding through the Bucks County Open Space Program will be successful remains an unknown at this time.

Ms. Tai suggested that the project should not continue to move forward without confirmation that the Township has been successful in obtaining grant funding by the County's Open Space Program. Mr. Carney noted that if the open space money is not forthcoming money could be transferred from the General Fund or possibly the Capital Reserve Fund. Mr. Searing commented that there is also money in the Parks & Recreation Capital Fund that could be used for the project

Mr. Carney further noted that once the plans and bid documents are prepared, the Board will have multiple opportunities to keep the project moving or step back and stop it from moving forward. In addition to deciding how to fund the project, the Board will also be required to vote on authorizing advertising the bid and will vote again to award the bid.

Mr. Morrissey updated the members on the success of the Farm Forum held in early April noting that the event was attended by 30 to 40 people.

Mr. Morrissey also noted that the Parks & Recreation members will be presenting to the Board on the topics of trails and possibly a dog park in the near future.

Mr. Barrett distributed a proposal from the Historical Architectural Review Board for a Repair & Replacement In Kind – Fast Tract Procedure (RRIK) and RRIK Application that HARB plans to present to the Board at an upcoming meeting. Following discussion on this topic, the following action was taken.

Res. 2017-63 – Upon a motion by Mr. Cosdon, seconded by Mr. Searing, it was unanimously agreed that the proposed Repair & Replacement in Kind – Fast Track Procedure (RRIK) and Application should first be reviewed by the Township Administration and Township Solicitor prior to presentation or consideration by the Board.

Ms. Tai asked the members to assist with identifying additional property owners who may be interested in enrolling in the Township's deer management program.

Mr. Cosdon provided a brief update to the members related to the possibility and costs associated with having Central Bucks Ambulance provide 24/7 advance life support to Solebury Township instead of the 12/7 coverage currently being provided. The Board requested Mr. Cosdon to prepare a detailed package outlining the options, advantages, and associated costs for further discussion.

Township Permitting Fees

Following the review of the 2017 Objectives, the Board turned its attention to a discussion regarding permitting fees. At the request of the Board, Mr. Wiesner prepared an in-depth analysis of actual building permits issued detailing the fees charged per the current fee schedule, and including recommendations for certain revisions that would result in additional revenue for the department in the neighborhood of approximately \$37,000 +/- on an annual basis. That recommendation was initially presented to the Board in early February.

With Mr. Wiesner's assistance, the Board continued to discuss the individual revisions as they would impact both large and small projects. Also included in the detailed analysis was a comparison spreadsheet showing where Solebury Township fees currently fall compared to other Bucks County municipalities, and where they would fall if the recommendations were to be enacted. Among the fees discussed in detail were alterations and additions, new construction, roofing replacement, UCC appeals and residential sheds.

Following discussion, a number of revisions were proposed by the Board. Mr. Wiesner will incorporate those revisions and update the information for the Board's consideration at a future meeting.

The Board announced that it would be adjourning and holding an executive session to address personnel issues.

Adjournment

Res. 2017-64 – Upon a motion by Mr. Searing, seconded by Mr. Cosdon, the meeting adjourned at 12:00 p.m.

Respectfully submitted
Gretchen K. Rice
Assistant Manager