

SOLEBURY TOWNSHIP BOARD OF SUPERVISORS

September 9, 2021 – 6:00 P.M.

Solebury Township Hall/Virtual – Hybrid

MEETING MINUTES

Attendance: Mark Baum Baicker, Chair, Kevin Morrissey, Vice-Chair, Noel Barrett, John S. Francis, Robert McEwan, Dennis H. Carney, Township Manager, Michele Blood, Assistant Manager, and Catherine Cataldi, Secretary. Mark L. Freed, Township Solicitor was also in attendance.

The recording device was turned on.

I. The meeting was called to order followed by the Pledge of Allegiance.

Mr. Baum Baicker announced that the Board of Supervisors are to hold meetings In-Person, as well as, Virtual due to the rise in COVID-19 cases. He expressed interest in meetings being held by virtual means only, but the State Law does not allow the Township to do so.

Mr. Baum Baicker presented an update on the effects Hurricane Ida had on Solebury Township. He expressed gratitude to the Public Works, Police, EMS, the Fire Departments and Township staff on their efforts during and after the storm.

II. Approval of Bills Payable – August 26, 2021

Res. 2021-96 – Upon a motion by Mr. Morrissey, seconded by Mr. Francis, the list of Bills Payable dated August 26, 2021 was unanimously approved as prepared and posted.

III. Approval of Meeting Minutes – August 17, 2021

Res. 2021-97 – Upon a motion by Mr. Baum, Baicker, seconded by Mr. Francis, the Minutes of the August 17, 2021 Meeting were unanimously approved as prepared and posted.

IV. Announcements/Resignations/Appointments

- Executive Session

The Board announced the Executive Session held August 17, 2021, dealing with Legal actions.

The Board announced the Executive Session held September 1, 2021, dealing with a Legal Matter.

- Appointment of Thomas Mancini to the Solebury Township Farm Committee

Res. 2021-98 – Upon a motion by Mr. Morrissey, seconded by Mr. Francis, it was unanimously agreed to appoint Thomas Mancini, resident, without compensation, to the Solebury Township Farm Committee to fill the vacancy resulting from the resignation of Josh Perlsweig for term ending December 31, 2022.

V. Supervisors Comment

- Mr. Francis commented that Primrose Creek Watershed Association has asked to present a proposal for erecting signs to designate the creek and watershed. This will be a topic on the September 21, 2021 Board of Supervisors.

VI. Public Comment

- Hanna Howe, resident, questioned the plan for trails in the future.

VII. Public Hearing

The Free Library of New Hope and Solebury

Doug Brindley, Library President presented a PowerPoint presentation (copy of which is attached). Highlights of the presentation include: COVID-19 Impact Update; Year-to-Date Circulation; Year-to-Date Revenue; Year-to-Date Expenses; Year-to-Date Budget vs. Actual; Qualified Small Employer Health Reimbursement Arrangement; and the 2021 Spelling Bee.

The Board thanked Mr. Brindley for his presentation.

Mr. McEwan proposed to contribute the \$5,000.00 again, as well as, another \$5,000.00 to the Library to be used toward healthcare. Mr. McEwan also proposed to make the contribution of \$130,000.00 a permanent contribution to the Library. The Board is to have additional conversation regarding the proposal.

VIII. Budget

Mr. Baum Baicker opened the topic.

Ms. Blood gave an overview of the Budget process and expressed the need to budget conservatively. Projects and activities need to be prioritized so the Township does not deplete the reserve funds that took years to build. Ms. Blood commented on how the Township lost equipment during Hurricane Ida which now needs to be accounted for in the budget.

Mr. Baum Baicker and Mr. Morrissey stressed the need for the Board to take a conservative approach to spending and maintain adequate reserves.

Replacement of The Chiller and Front Loader

Mr. Carney asked that the Board authorize the Administration to move ahead with replacing equipment lost during Hurricane Ida.

Res.2021-99 – Upon a motion by Mr. Baum Baicker, seconded by Mr. Francis, it was unanimously agreed to add the issues of acquiring a new chiller and front loader to the agenda.

Res.2021-100 – Upon a motion by Mr. Baum Baicker, seconded by Mr. Francis, it was unanimously agreed to authorize Dennis H. Carney, Township Manager to move ahead with the acquisition of a new chiller and front loader as promptly as he sees feasible and under the terms he deems best.

Parks & Recreation – Dudley Rice

Mr. Rice presented the 2022 Park & Recreation Operational and Capital Budgets highlighting a minimum change to the overall budget. The new mowing & maintenance contract resulting in a twenty-five (25) % increase for the next three (3) years. Summer Camp and Winterfest were discussed.

Barbara Zietchick, resident, made the following comment utilizing the chat feature on Zoom:
Thank you so much Dudley. You did a terrific job. My question is on the cost of maintenance. Since the costs are greater than usual, why not have the Township mow the grass areas?

The Board expressed gratitude to Mr. Rice for his management of the Parks & Recreation budget.

Budget – Dominick Bellizzie – Chief of Police

Chief Bellizzie presented the 2021 Police Department Operational and Capital Budgets highlighting areas of change. Discussion ensued regarding the increase in outreach due to the success of National Night Out; Officer education and training; overtime and shift replacement; Radar Guns; speed signs; and additional hybrid vehicles.

Chief Bellizzie also discussed the recent storm and the effects it had on the Police Department’s ability to get around the Township. The Board was asked to consider the purchase of a high-water vehicle to help in similar situations. Chief Bellizzie is to research vehicles and supply the Board with vehicle information and costs associated.

Discussion ensued regarding project costs the Board would like to see in the 2022 Budget. These projects are to be tentatively placed in the budget for additional discussion:

- *High-water vehicle for the Police department – 3/2 vote – For: Mr. Baum Baicker; Mr. Barrett; and Mr. Morrissey. Opposed: Mr. McEwan and Mr. Francis*
- *Library Contribution of \$10,000.00 instead of \$5,000.00 to be used towards healthcare – 3/2 vote – For: Mr. McEwan; Mr. Francis; and Mr. Morrissey. Opposed: Mr. Baum Baicker and Mr. Barrett*

IX. New Business

Minimum Municipal Obligation Acknowledgement for 2022

The Administration informed the Board of the pension plans anticipated financial obligations for 2022. This notification must be provided to the Board no later than the end of September.

Res. 2021-101 – Upon a motion by Mr. Baum Baicker, seconded by Mr. Morrissey, it was unanimously agreed to acknowledge receipt of Solebury Township’s 2022 Minimum Municipal Obligations for the Township Pension Plans as follows:

Uniform MMO:	\$409,058
Non-Uniform – Defined Benefit:	\$ 23,688
Non-Uniform – Cash Balance:	\$ 36,063

Annual Block Grant to the Fire Companies – Contribution for 2022

The Board discussed the Block Grant contribution for 2022.

Res. 2021-102 – Upon motion by Mr. Baum Baicker, seconded by Mr. Francis, it was unanimously agreed that the contribution for 2022 will be budgeted at \$500 per active firefighter and active fire police who reside in Solebury Township and volunteers with any of the three fire companies that serve Solebury Township (New Hope Eagle, Midway and Point Pleasant).

X. Public Comment – No public comment.

XI. Adjournment

The meeting was adjourned at 7:53 p.m.

Respectfully submitted,
Catherine Cataldi
Secretary

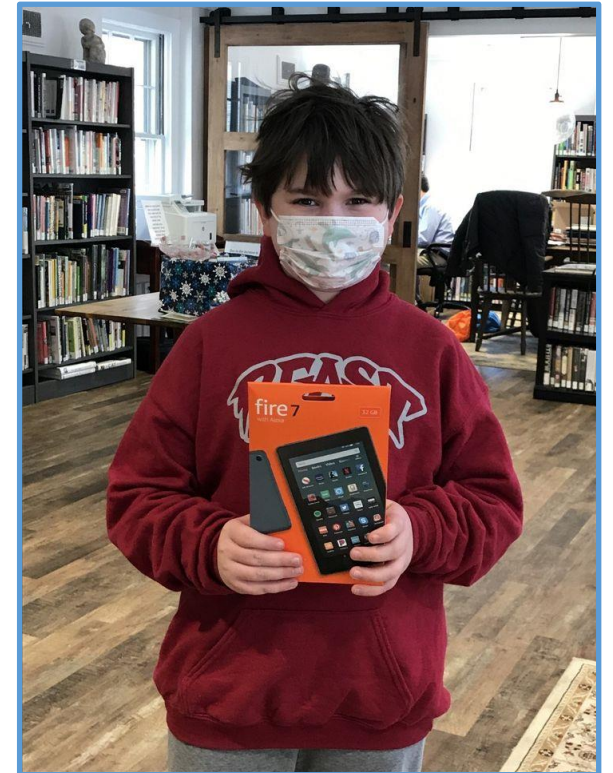


THE FREE LIBRARY
OF NEW HOPE & SOLEBURY

Update for the Solebury Board of Supervisors
9 September 2021

COVID-19 Impact Update

- August 9th the library reinstated the requirement for masks regardless of vaccination status, following CDC guidance for indoor operations and in the wake of Bucks County's elevation to the "substantial risk" condition.
- At present, there is no plan to reinstitute reduced hours (as in 2020) or to remove furniture or to limit the number of patrons on site.
- All Covid-19-influenced operational decisions are reviewed daily, subject to conditions as they arise.



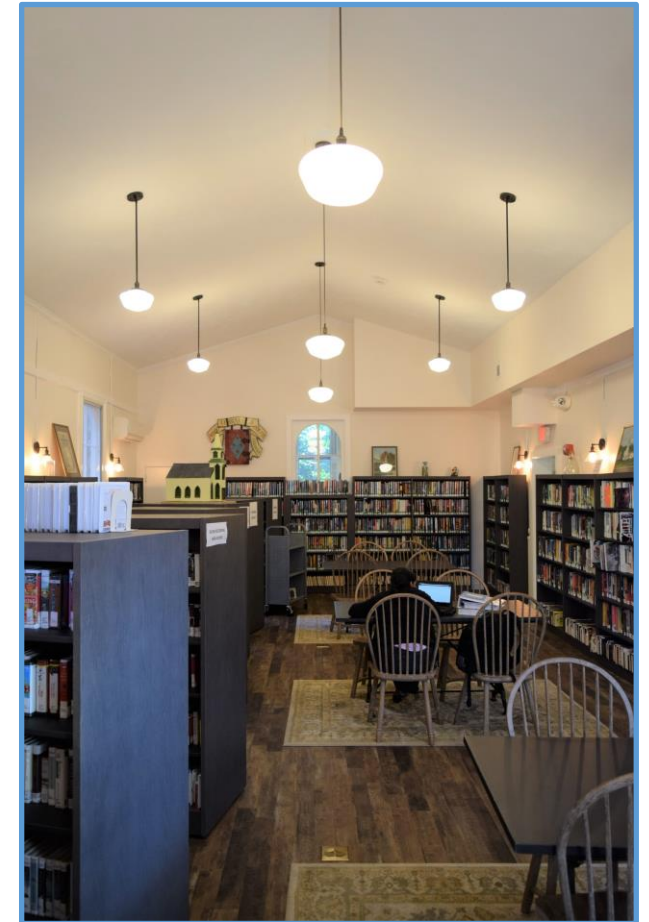
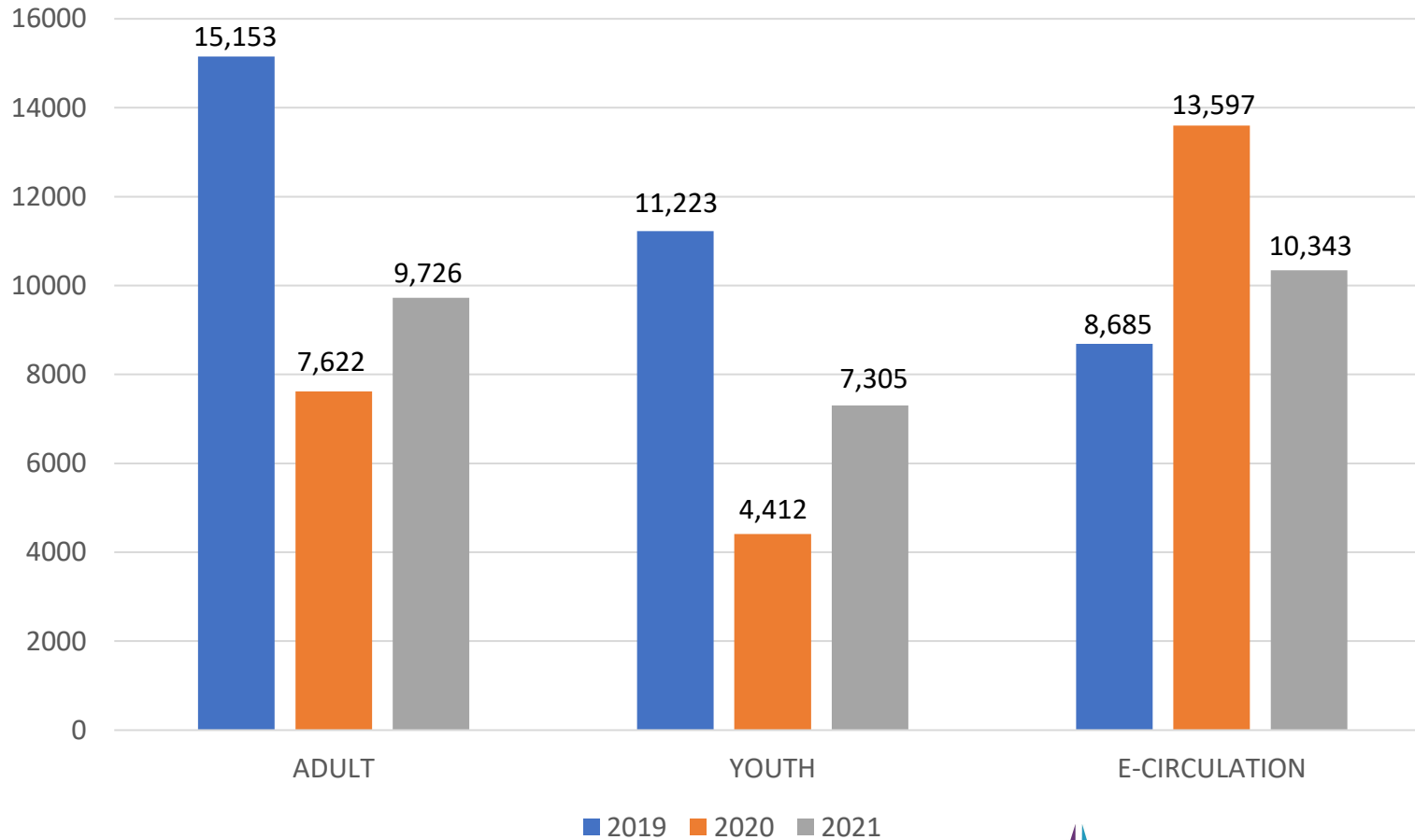
Recent Highlights

- The library established a Qualified Small Employer Health Reimbursement Arrangement (“QSEHRA”), an IRS-approved plan for providing health and dental cost relief to full-time employees.
- The library entered into an agreement with Bucks County to host an early voting ballot box with attendant security arrangements as provided by the county.
- The library’s popular Summer Reading Program concluded in August with an outdoor show at Pat Livezey Park in cooperation with Solebury Township.
- The library and Solebury Township negotiated and completed a “succession” agreement, laying out specific guidelines and expectations for nominating and confirming township representatives on the library board.



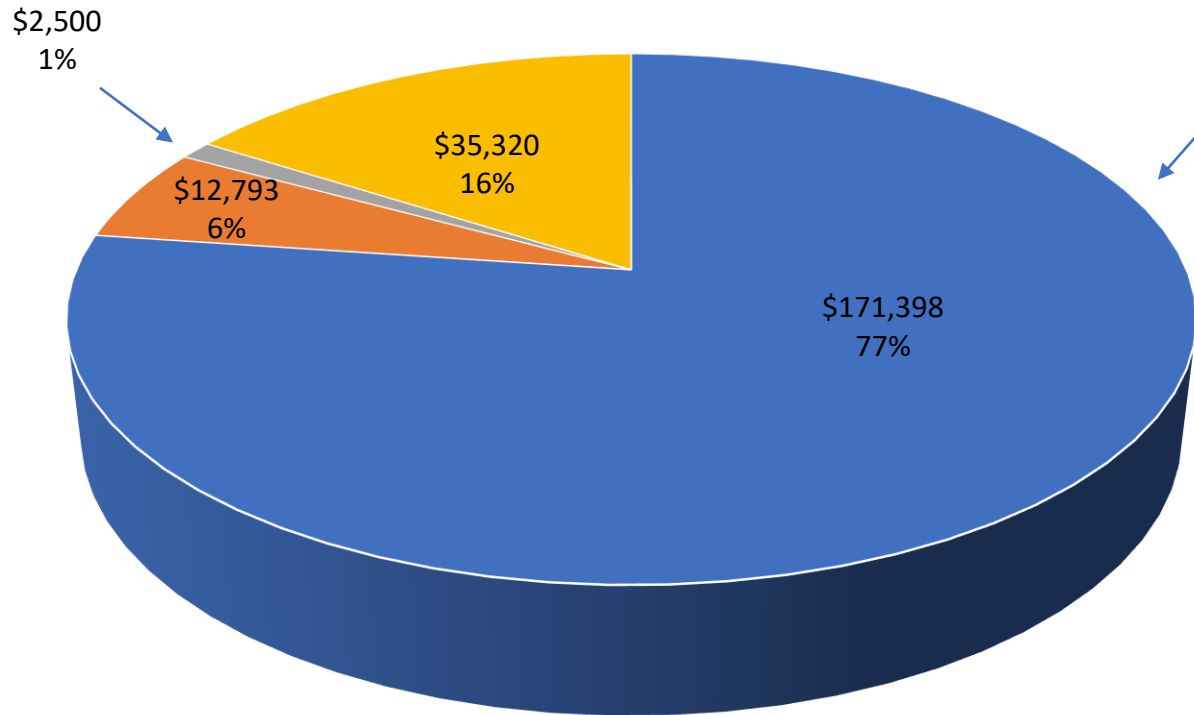
Year-to-Date Circulation

YTD CIRCULATION STATISTICS



Year-to-Date Revenue (through 30 June 2021)

2021 YTD REVENUE = \$222,011



■ Donor Contributions ■ Earned Revenues ■ Adult Programming ■ Fundraising

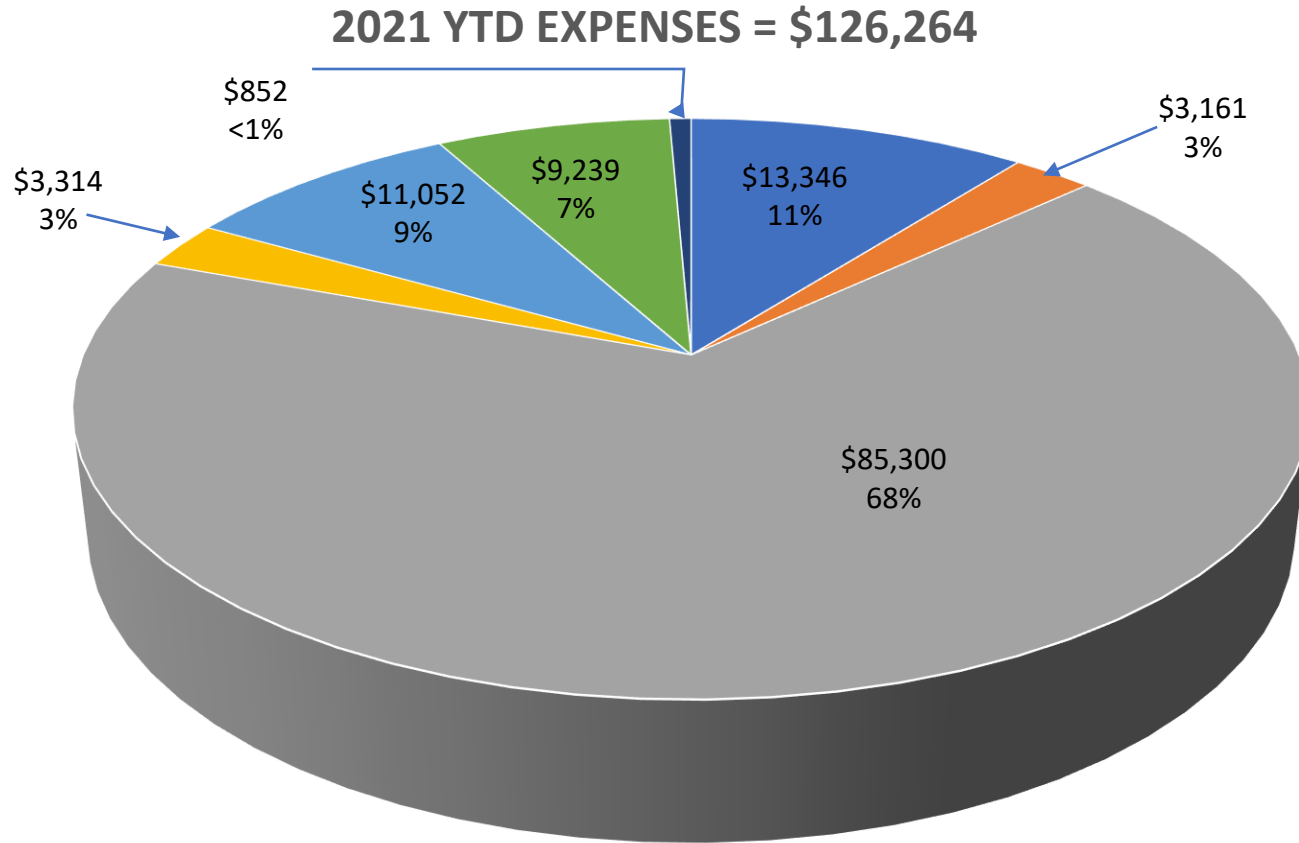
DONOR CONTRIBUTIONS

- Matching Gifts \$1,750
- Memorial Gifts \$310
- United Way \$250
- State Aid \$31,915
- New Hope \$29,173
- Solebury \$108,000*

*Includes Solebury's \$103,000 contribution received 8 July 2021



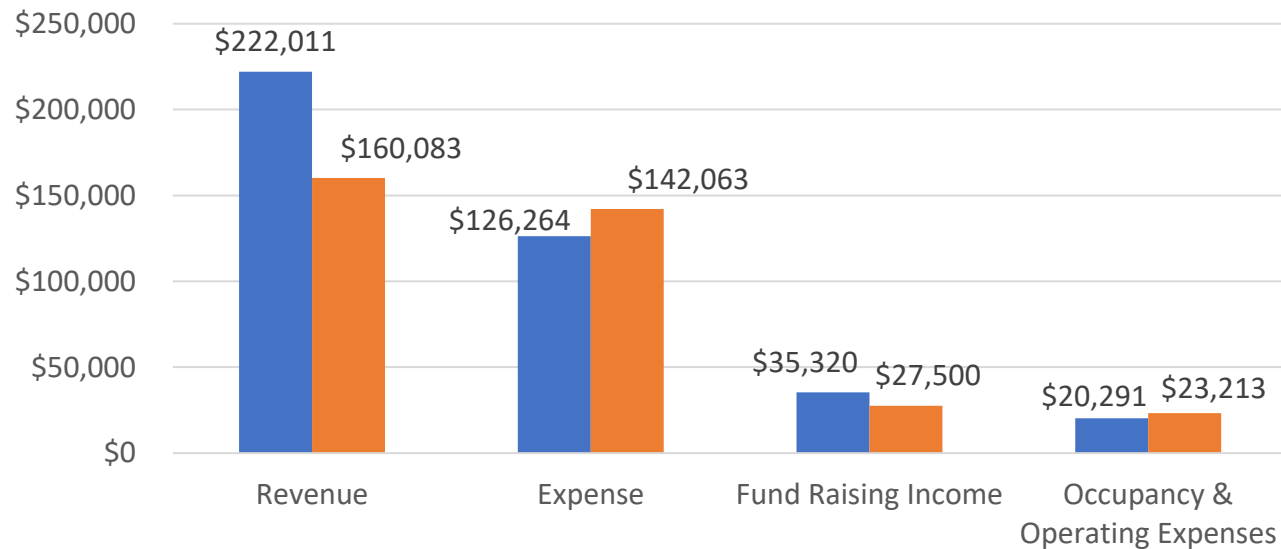
Year-to-Date Expenses (through 30 June 2021)



- Grant & Contract
- Program Fees
- Payroll
- Fundraising
- Operating
- Occupancy
- Miscellaneous

Year-to-Date Budget vs. Actual

YTD 2021 BUDGET vs. ACTUAL



- Solebury's 8 July 2021 Contribution of \$103,000 puts us ahead on the year, but it will be used incrementally to cover the remainder of the year.
- Total expenses are lower than forecast, but many anticipated expenses are typically not incurred until later in the year.
- Fund raising is above the forecast, but due to Covid-19 the forecast was intentionally pessimistic.
- Cleaning and building maintenance costs during the pandemic remain higher than normal.

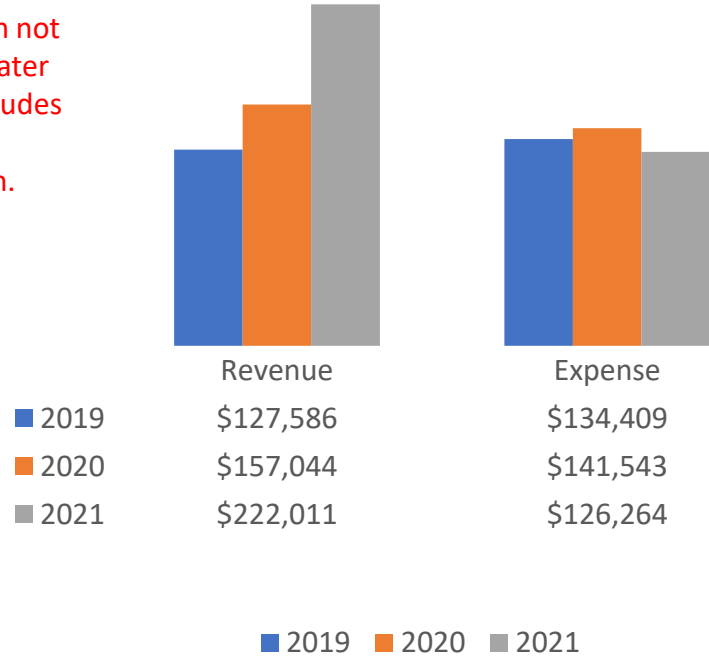
■ Actual ■ Budget



2019-2021 Year-to-Date Comparisons

2019-21 YTD REVENUE vs. EXPENSE (As of June 30)

NOTE: Solebury's 2019 mid-year contribution not included, as it came later in the year. 2020 includes one-time accelerated Solebury contribution.



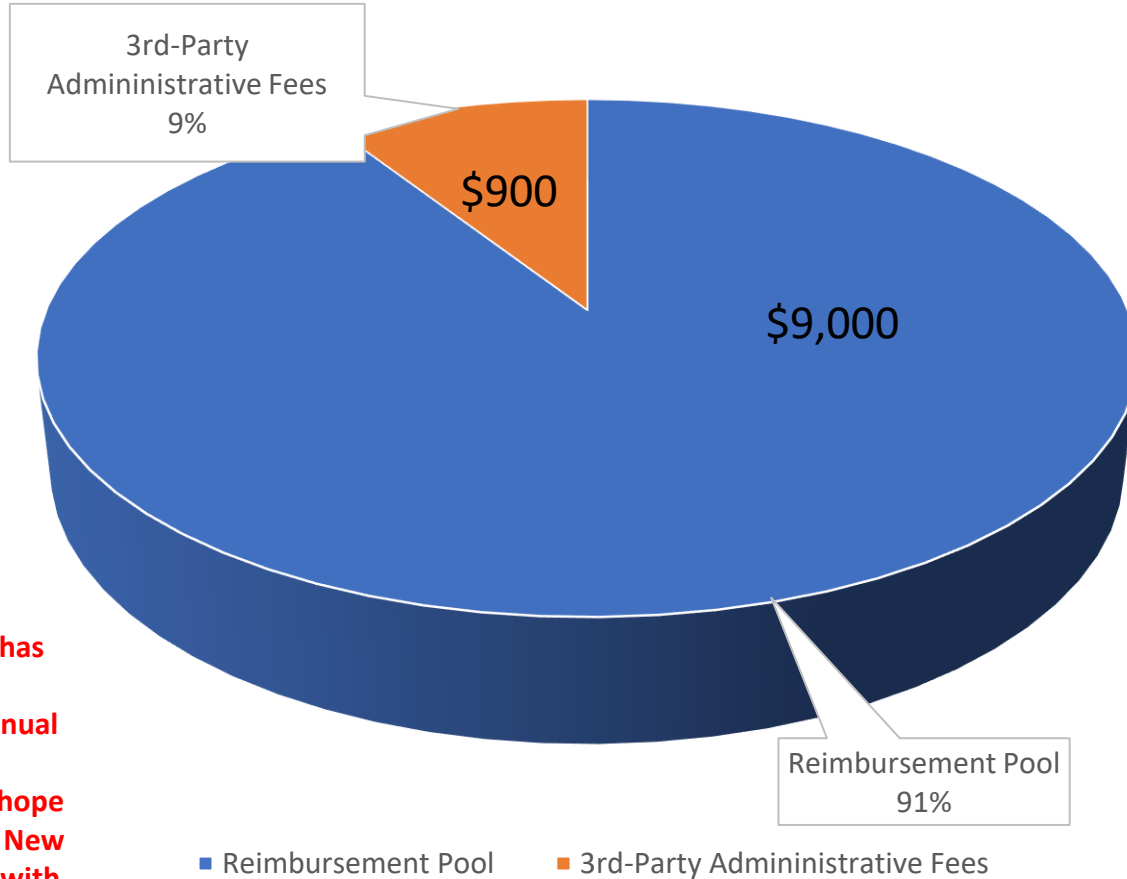
QSEHRA: Qualified Small Employer Health Reimbursement Arrangement

- Thanks in large measure to Solebury's contribution of \$5,000 in 2021, the library Board of Trustees implemented a tax-qualified, IRS-approved health and dental reimbursement plan for our full-time employees.
- Congressional updates to the original Affordable Care Act sought to remedy the unintended outcome that very small businesses and non-profits had no incentive to subsidize their employees' health care costs by defining certain types of non-taxable reimbursement accounts.
- The QSEHRA (pronounced "Q-Sarah") functions like any other reimbursement account up to an amount per-employee specified by the employer.
- Reimbursements of virtually any health and dental expense, including premiums, co-pays, deductibles, and other out-of-pocket expenses are allowed.
- Reimbursements up to the plan-specified monthly maximum are not considered taxable by the IRS.



The Library's QSEHRA Projections

ANNUALIZED QSEHRA COST PROFILE



NOTE: The library Board of Trustees has committed to underwrite the annual expense of the QSEHRA with the hope that Solebury and New Hope will partner with us year-on-year.



2021 Spelling Bee

- The Annual Spelling Bee (“annual” except for last year) is scheduled for Friday night, October 1st, at the high school auditorium.
- Sponsorships and program ads account for a significant portion of our fundraising forecast each year: the Spelling Bee is our BIG event.
- With the Delta variant of Covid-19 already causing updates to state, county, and school district plans and guidelines, we are mindful that a large public event comes with sizeable risks.
- The library Board of Trustees is committed to ongoing, mature consideration of all factors and advisories leading up to the event.



Strategic Planning Survey Initial Responses

- Early response results from 123 community members
- Where do you live?
 - 58.2% Solebury
 - 35.2% New Hope
 - 7.6% Surrounding towns
- How often do you use the library?
 - 39.3% One or more times per month
 - 33.6% Several times per year
 - 18.9% Weekly
 - 8.2% Never



Why a library? "Scientia potentia est."

If it is true that knowledge is power, then the Free Library of New Hope & Solebury is the independently operated public utility that delivers it to everyone.

