

SOLEBURY TOWNSHIP BOARD OF SUPERVISORS

September 20, 2022 – 6:00 P.M.

Hybrid Budget Meeting

MEETING MINUTES

Attendance: Mark Baum Baicker, Chair, John S. Francis, Vice-Chair, Hanna Howe, Robert McEwan, Kevin Morrissey, Christopher Garges, Township Manager, Michele Blood, Assistant Manager, and Catherine Cataldi, Secretary. Mark L. Freed, Township Solicitor and Curtis J. Genner, Township Engineer were also in attendance.

The recording device was turned on.

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

II. Approval of Bills Payable – September 15, 2022

Res.2022-122 – Upon a motion by Mr. McEwan, seconded by Mr. Morrissey, the list of Bills Payable dated September 15, 2022 was unanimously approved as prepared and posted.

III. Approval of Meeting Minutes – September 6, 2022 Meeting

Res.2022-123 – Upon a motion by Mr. McEwan, seconded by Ms. Howe, the Minutes of the September 6, 2022 Meetings were unanimously approved as prepared and posted.

IV. Announcements/Resignation/Appointments

Executive Session

The Board announced an Executive Session held prior to the meeting dealing with Legal and Property Matters.

V. Supervisor Comment – No Supervisor Comment

VI. Presentations

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: Year-to-Date Highlights; Year-to-Date Circulation; Year-to-Date Revenue; Year-to-Date Expenses; 2022 Year-to-Date Budget vs. Actual; 2022 Spelling Bee; and Concluding Thoughts.

Ms. Howe questioned if Adults and Youths are included in the E-Circulation statistics. Mr. Brindley advised that the statistics included both.

Mr. Baum Baicker questioned in the E-Circulation statistic included the Kanopy service. Mr. Brindley was unsure of the answer.

Mr. Morrissey questioned the difficulties of separating the Library usage by residents. Mr. Brindley explained that this task is more difficult now than before. The circulation statistic comes from Bucks County who recently changed the system used.

VII. Public Hearing

Non-Discrimination Ordinance – Authorization to Adopt

Mr. Baum Baicker gave an overview of the ordinance (copy of which is attached).

Res.2022-124 – Upon a motion by Mr. Baum Baicker, seconded by Ms. Howe, it was unanimously agreed to adopt AN ORDINANCE OF THE TOWNSHIP OF SOLEBURY, COUNTY OF BUCKS, COMMONWEALTH OF PENNSYLVANIA ESTABLISHING THE SOLEBURY TOWNSHIP HUMAN RELATIONS COMMISSION AND PROHIBITING DISCRIMINATION IN HOUSING, EMPLOYMENT, PUBLIC ACCOMMODATIONS AND ACCESS TO EDUCATIONAL INSTITUTIONS.

Conditional Use – Solebury School Girls Dormitory (6832 Phillips Mill Road/6852 Phillips Mill Road, TMP# 41-018-079)

The public hearing was opened by Mark Freed, Township Solicitor. A court stenographer was present to record the testimony.

The applicant, Solebury School was present. Solebury School was represented by Steve Feld, Director of Finance and Operations, Edward Murphy, Council and Greg Glitzer, Engineer.

No party status was granted.

The Conditional Use and Preliminary/Final Land Development were heard together.

Following an overview of the project, testimony, conversation between the Board and applicant, and public comments the hearing was closed.

Res.2022-125 – Upon a motion by Mr. Baum Baicker, seconded by Mr. Morrissey, it was unanimously agreed to grant a conditional use approval pursuant to §27-2207:

- Under § 27-2208.5.B(2) for a corridor crossing of a riparian corridor in Zone 1; and under § 27-2208.5.D(2) for a corridor crossing in Zone 2 of the riparian corridor.
- Under § 27-2109.4.C(6) to place the driveway in the flood fringe
- Under § 27-2205.1.G to disturb over 20% of the Productive Agricultural Soils, and 2.75 acres within areas previously graded.
- Under §§ 27-2208.5.D(4) and 27-2209.5.D(5) to locate stormwater basins, level spreaders and other structures within Riparian Corridor Zone 2.

Subject to the following conditions:

- That the Applicant resolve all outstanding items contained in the review memorandum of the Township Engineer dated September 15, 2022, the review letter of the Township Landscape Architect dated August 29, 2022, the review memorandum of the Township Traffic Consultant dated August 15, 2022, and the reviews and comments by any other Township consultants, appointed officials and staff, including but not limited to the following:
 - Revising the plans to identify adequate metes and bounds to correspond with legal descriptions for conveyance of easement area(s);
 - Revising plans with additional details/specifications (e.g. liner install trench/elevations, backfill material specifications, compaction specifications, pipe protrusion/boot details, liner/structure sealant specifications) which must be followed for installation of the

required impermeable liners, as identified by the design engineer; the Corridor Management Plan

- Revising plans to show additional canopy trees and understory shrubs along the proposed walkway north of the proposed turn-around.
 - Revising plans to annotate bearings and distances for ultimate right-of-way and all break distances between boundary lines and ultimate right-of-way to the extent necessary to verify boundaries and to demonstrate consistency with required legal descriptions.
 - Revising plans to identify the proper amount of wetlands located on the property so that the this issue may be comprehensively reviewed by the Zoning Officer.
 - Revising plans to identify additional buffer plantings to alleviate vehicle headlight spillover on the property across from the proposed improved access on School Lane.
 - Forwarding plans to Township in .pdf format as well as autocad .dwg format.
 - Obtaining Bucks County Department of Health (BCDH) and/or PADEP approval for on-site disposal of sewage.
 - Obtaining PADEP Chapter 105 Permit Approval; and
 - Preparing a comprehensive cost estimate to supplement the required financial security agreement.
- That the Applicant comply with the rules, regulations and ordinances of Solebury Township, the Commonwealth of Pennsylvania, the United States government, including, but not limited to, the Solebury Township Zoning Ordinance and Subdivision and Land Development Ordinance
 - That the Applicant otherwise comply with all applicable building and environmental regulations, including local, state and federal requirements, including but not limited to, the American with Disabilities Act.
 - The Board will issue a written opinion or letter of decision in lieu of a formal opinion on the Conditional Use Application within 45 days of the approval, each of which may contain additional conditions.

VIII. Subdivision/Land Development

Preliminary/Final Land Development – Solebury School Girls Dormitory (6832 Phillips Mill Road/6852 Phillips Mill Road, TMP# 41-018-079)

Res.2022-126 – Upon a motion by Mr. McEwan, seconded by Mr. Morrissey, it was unanimously agreed to grant a Preliminary/Final Land Development Approval with the waivers set forth in the List of Requested Waivers as revised 9/14/2022, subject to the same conditions noted above for the Conditional Use above.

IX. New Business

Resolution Approval – Act 537 Sewage Treatment Facility Planning Module Component #4A – Robert and Elaine MacAvoy (6026 Stovers Mill Road, TMP# 41-001-023-004)

Copy of resolution is attached.

Res.2022-127 – Upon a motion by Mr. Morrissey, seconded by Ms. Howe, it was unanimously agreed to adopt the resolution approving the Act 537 Sewage Treatment Facility Planning Module Component # 4A – Robert and Elain MacAvory (6026 Stovers Mill Road, TMP # 41-001-023-004).

Shire Drive Realignment – Authorize Staff to Discuss Options with Property Owners

Mr. McEwan gave an overview of the topic.

Mr. Garges commented that he contacted both Homeowners' Associations prior to the meeting.

Jeff Carney, North Pointe Homeowners Board of Directors Member/resident, expressed opposition from the North Pointe Homeowners Board to the proposed project.

Shane Moylan, resident, expressed opposition to the proposed project.

Res.2022-128 – Upon a motion by Mr. McEwan, seconded by Mr. Baum Baicker, it was unanimously agreed to authorize the Township Administration to converse with North Pointe Homeowners Association and Shire Homeowners Association on possible changes.

Energy/Climate Forum – Authorize and Announce – October 13, 2022 at 6:00 PM

Res.2022-129 – Upon a motion by Mr. Francis, seconded by Mr. Baum Baicker, it was unanimously agreed to authorize the Energy/Climate Forum to be held on October 13, 2022 at 6:00 pm in the New Hope Solebury High School Cafeteria.

Revision to Single-Use Plastic Ordinance – Authorization to Advertise

The proposed revision to the ordinance includes the removal of the words related to “handles” from the produce bag definition.

Res.2022-130 – Upon a motion by Mr. McEwan, seconded by Ms. Howe, it was unanimously agreed to advertise the Revision to the Single-Use Plastic Ordinance.

X. Public Comment – No Public Comment

XI. Adjournment

The meeting was adjourned at 7:54 p.m.

Respectfully submitted,
Catherine Cataldi
Secretary



THE FREE LIBRARY
OF NEW HOPE & SOLEBURY

Update for the Solebury Board of Supervisors
20 September 2022

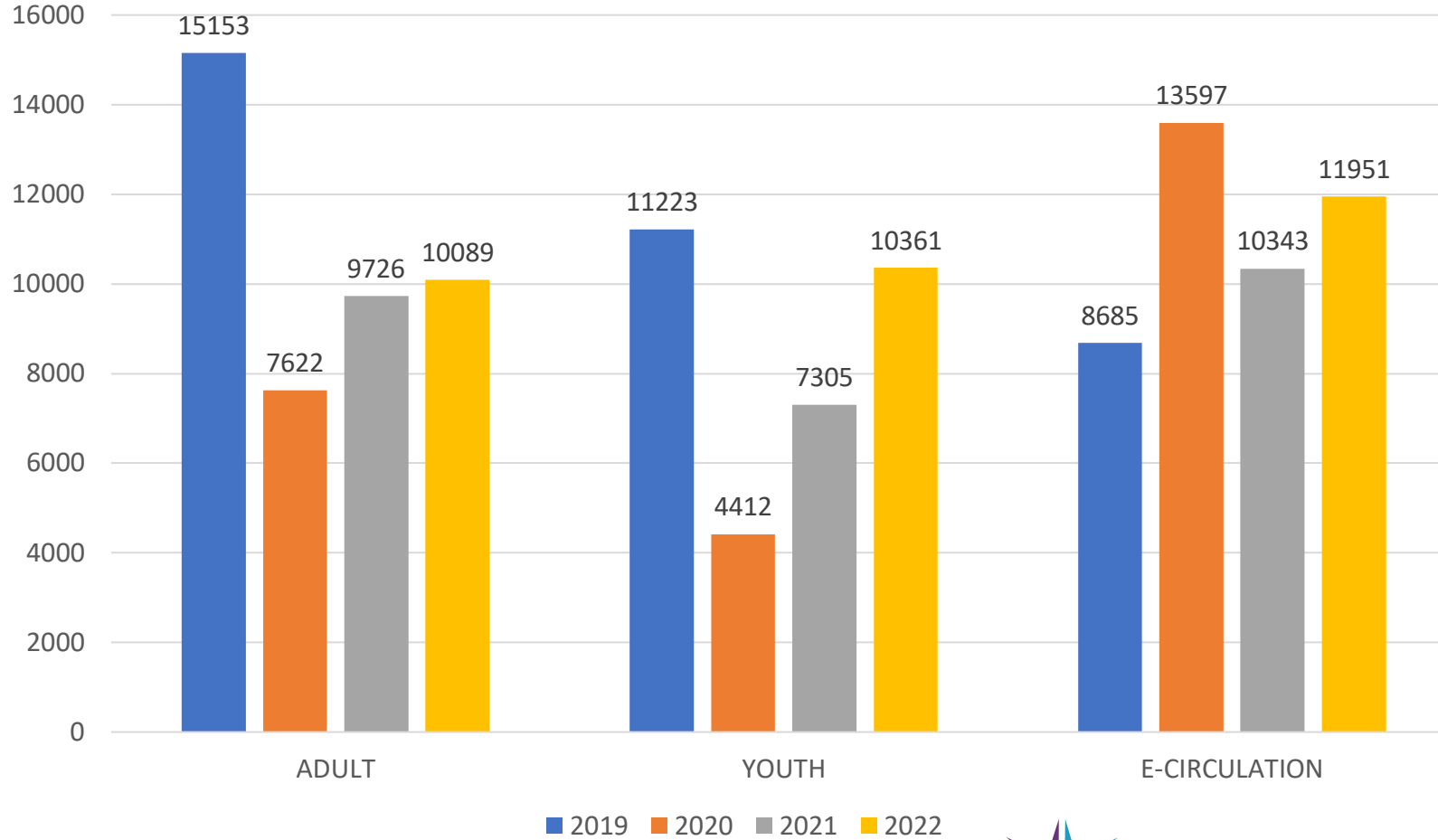
Year-to-Date Highlights

- For FY2022, Solebury committed to a total donation to the library of \$125,000, and we hope that can be sustained in the coming year with as much inflation assistance as can be offered.
- Last year with Solebury's assistance, 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. New Hope is considering joining as a partner for the coming year.
- The library added *Kanopy* to its virtual services. *Kanopy* is a streaming video service which allows New Hope and Solebury patrons to download movies, television series, and educational presentations. This service is only available to New Hope-Solebury cardholders.
- With the ongoing support of the Friends of the Library, the library purchased five additional large floating shelves that will allow us to increase the size of our physical collection.
- The library received a \$5,000 Bucks County Business Recovery Grant to be used toward library operations.
- A new strategic plan was finalized early in 2022.
- The library has returned to its pre-pandemic services and hours of operation; patrons continue to proceed with caution in terms of mask-wearing and in-person program attendance, and personal choice is respected.



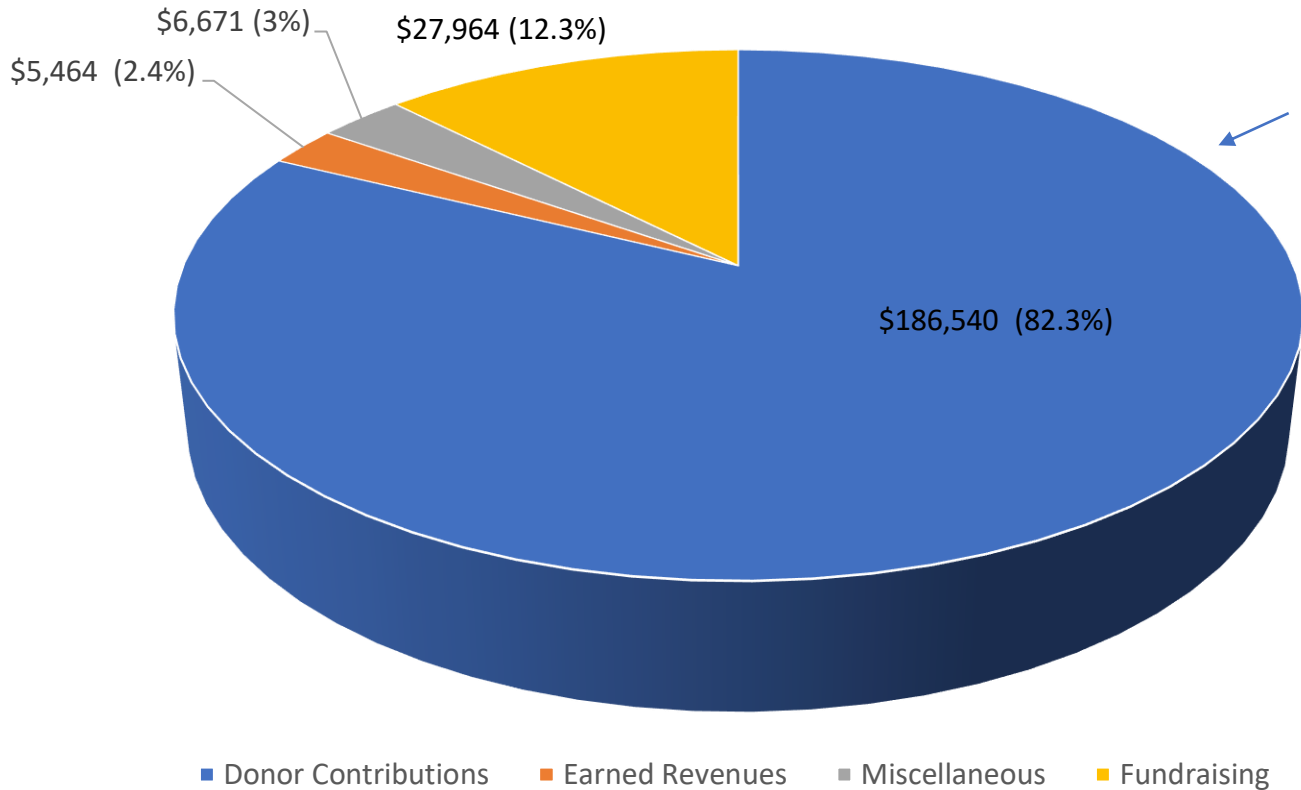
Year-to-Date Circulation

YTD CIRCULATION STATISTICS



Year-to-Date Revenue (through 31 July 2022)

2022 YTD REVENUE = \$226,639



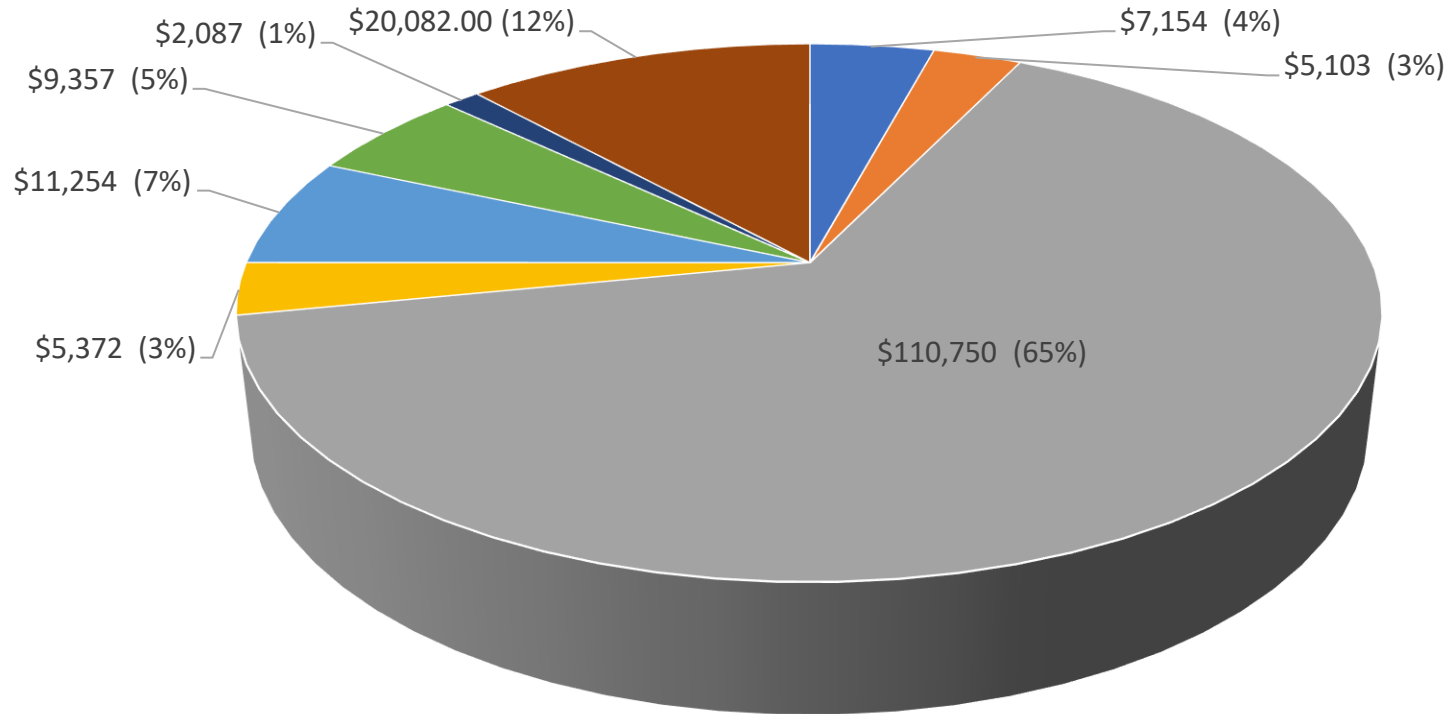
DONOR CONTRIBUTIONS

- Matching Gifts \$1,625
- FOL Adult Prog. Grant \$7,000
- Bucks Recovery Grant \$5,000
- State Aid \$31,915
- New Hope \$32,000
- Solebury \$109,000



Year-to-Date Expenses (through 31 July 2022)

2022 YTD EXPENSES = \$171,159

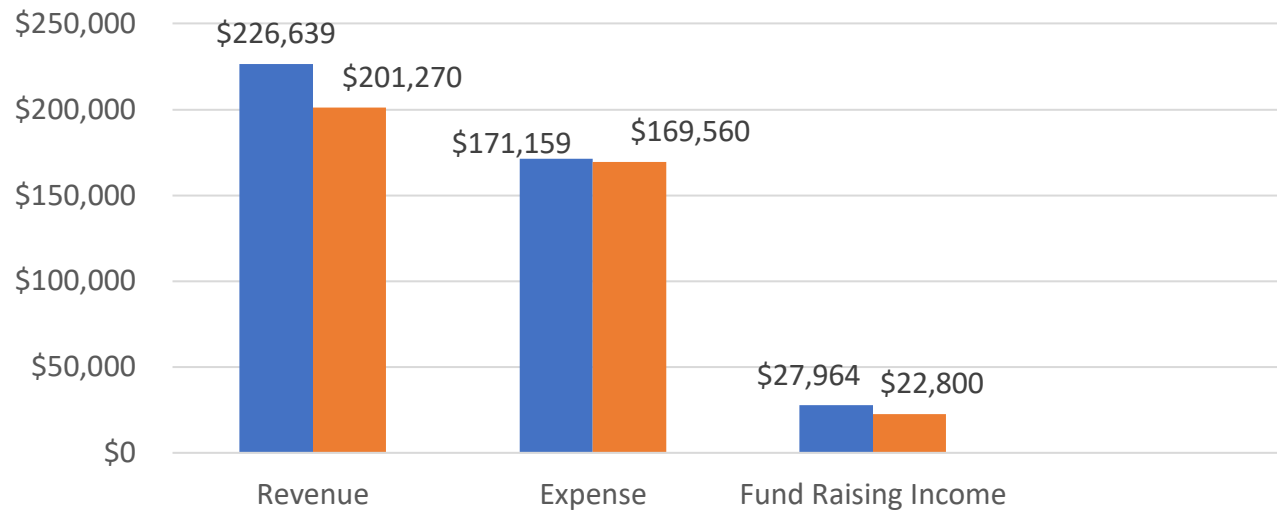


- Grant & Contract
 - Fundraising
 - Miscellaneous
- Program Fees
 - Operating
 - Bookkeeping, Accounting, Legal
- Payroll
 - Occupancy



2022 Year-to-Date Budget vs. Actual

YTD 2022 BUDGET vs. ACTUAL



- Total revenue includes grants not anticipated in the forecast.
- Total expenses are slightly higher than forecast, as 2022 inflation affects the library's cost basis significantly.
- Fundraising is above the forecast, but as in 2021 the forecast was intentionally pessimistic due to enduring effects of the COVID-19 pandemic.

■ Actual ■ Budget



2022 Spelling Bee

- The Annual Spelling Bee (“annual” except for 2020 and 2021) is scheduled for Friday night, October 7th, at the high school auditorium.
- 20 teams will compete to avoid considerable public shame and humiliation.
- Major sponsors include McCaffrey’s, Penn Community Bank, and Addison-Wolfe.
- This year entry at the door will be free, but numerous donation opportunities will await within.
- Official judges will be Mayor Larry Keller, Bridget Wingert, and Dr. Charles Lentz.



Concluding thoughts

- Inflation in the general economy is hitting the library hard, as it is everywhere.
- Continuing and increased donor support is needed now more than ever.
- For 2023, the library board is planning a return to larger, formal donor events, including a major gathering in the spring.
- Dr. Mike McKenna is leaving the library board at the end of 2022 for personal reasons, and the library will work with Solebury to identify an excellent replacement to be one of your two designated representatives.
- The services agreement between Solebury and the library, dormant for a number of months, will be revived by the library board.



TOWNSHIP OF SOLEBURY

ORDINANCE NO. 2022-006

**AN ORDINANCE OF THE TOWNSHIP OF SOLEBURY,
COUNTY OF BUCKS, COMMONWEALTH OF
PENNSYLVANIA ESTABLISHING THE SOLEBURY
TOWNSHIP HUMAN RELATIONS COMMISSION AND
PROHIBITING DISCRIMINATION IN HOUSING,
EMPLOYMENT, PUBLIC ACCOMMODATIONS AND
ACCESS TO EDUCATIONAL INSTITUTIONS.**

WHEREAS, the Township of Solebury is a municipality organized and existing under the Second Class Township Code of the Commonwealth of Pennsylvania, 53 P.S. § 6501, et. seq. (1995, Nov. 9, P.L. 350, No. 60, § 1); and

WHEREAS, the Pennsylvania Second Class Township Code provides that the corporate powers of the Board of Supervisors of the Township of Solebury (the “Board of Supervisors”) includes the authority to enact regulations necessary for the health and welfare of the citizens of the Township of Solebury, 53 P.S. § 66506; and

WHEREAS, the population of the Township of Solebury consists of people possessing a number of different personal characteristics regarding their actual or perceived race, color, sex, religion, ancestry, genetic information, national origin, sexual orientation, gender identity or expression, familial status, marital status, veteran status, mental or physical disability, use of guide or support animals and/or mechanical aids; and

WHEREAS, the direct negative and secondary effects of discriminatory practices involving the personal characteristics described above in matters of housing, employment, public accommodations and access to educational institutions in this country are well known and have been extensively studied and demonstrated; and

WHEREAS, the practice or policy of discrimination against such individuals or groups is a matter of public concern that threatens the rights and privileges of the inhabitants, guests and visitors of the Township; and

WHEREAS, the Board of Supervisors of the Township of Solebury desires to establish and adopt an official policy of non-discrimination in the Township in all matters involving housing, employment, public accommodations and access to educational institutions; and

WHEREAS, the Pennsylvania Human Relations Act, Act of October 27, 1955, P.L. 744, as amended, 43 P.S. §951-963 (the “Act”), does not preclude the Township from enacting and enforcing its own Anti-Discrimination Ordinance which prohibits additional categories of discrimination; and

WHEREAS, Section 12.1(a) of the Act specifically authorizes political subdivisions to establish a local Human Relations Commission which shall have powers and duties similar to those executed by the Pennsylvania Human Relations Commission under the Act; and

WHEREAS, the Board of Supervisors has determined that it is in the best interest of the health and welfare of the residents and businesses of the Township of Solebury to establish the Solebury Township Human Relations Commission pursuant to Section 962.1(a) of the Act and to prohibit discrimination within the Township of Solebury;

NOW THEREFORE, the Board of Supervisors of the Township of Solebury, County of Bucks, Commonwealth of Pennsylvania does hereby enact and ordain the following:

PART I. Township of Solebury Code of Ordinances is hereby amended and supplemented by adding new Section 1-242 to Chapter 1, Part 2, as follows:

E. HUMAN RELATIONS COMMISSION

§1-242. Establishment of the Solebury Township Human Relations Commission.

1. Pursuant to 43 P.S. § 962.1 of the Pennsylvania Human Relations Act, there is hereby established a Human Relations Commission in and for Solebury Township (hereinafter referred to as the "Solebury Township Human Relations Commission").

2. The Solebury Township Human Relations Commission shall consist of no fewer than three and no more than five members, who shall serve overlapping terms of three years each. There shall be an odd number of members, though the Solebury Township Human Relations Commission may continue to operate with an even number of members pending appointment of new members, if necessary. All members of the Solebury Township Human Relations Commission shall be appointed by the Board of Supervisors. The Solebury Township Human Relations Commission may elect up to three nonvoting, ex officio members to broaden the diversity that serves on the Solebury Township Human Relations Commission. Members shall be residents of the Township or individuals who work full-time within Solebury Township. Members of the Solebury Township Human Relations Commission shall serve without salary but may be paid expenses incurred in the performance of their duties, as approved by Board of Supervisors. Paid staff may be hired, as approved by Board of Supervisors, to assist in the performance of the duties of the Solebury Township Human Relations Commission.

3. One of the Solebury Township Human Relations Commission's members shall be appointed as the Chairperson of the Solebury Township Human Relations Commission by the members of the Solebury Township Human Relations Commission. The Chairperson will be responsible for setting Solebury Township Human Relations Commission meetings, coordinating with the Solebury Township Secretary regarding received complaints and answers, and generally ensuring that the duties of the Solebury Township Human Relations Commission are fulfilled. The Chairperson may delegate responsibility for Solebury Township Human Relations Commission duties to specific Commissioners or to paid staff, if applicable.

4. Board of Supervisors hereby grants to the Solebury Township Human Relations Commission all of the powers necessary to the execution of its duties (as set forth below), provided that those powers shall not exceed those exercised by the Pennsylvania Human Relations Commission under the Pennsylvania Human Relations Act.

5. The Solebury Township Human Relations Commission shall operate within the scope of funds which may be annually allocated by the Board of Supervisors and shall not exceed the annual allocation in any year, except upon prior approval by the Board of Supervisors.

PART II. Township of Solebury Code of Ordinances is hereby amended and supplemented by adding a new Chapter 3, as follows:

§3-1. Title.

This Chapter shall be known and may be cited as the "Solebury Township Anti-Discrimination Ordinance".

§3-2. Purpose and Declaration of Policy.

1. In order to ensure that all persons, regardless of actual or perceived race, color, sex, religion, ancestry, genetic information, national origin, sexual orientation, gender identity or expression, familial status, marital status, mental or physical disability, use of guide or support animals and/or mechanical aids enjoy the full benefits of citizenship and are afforded equal opportunities for employment, housing and the use of public accommodations, and to have equal access to educational institutions, it is necessary that appropriate legislation be enacted.

2. It is hereby declared to be the public policy of Solebury Township:

- a. To foster the employment of all individuals in accordance with their fullest capacities regardless of actual or perceived race, color, sex, religion, ancestry, genetic information, national origin, sexual orientation, gender identity or expression, familial status, marital status, veteran status, mental or physical disability, use of guide or support animals and/or mechanical aids;
- b. To safeguard their right to obtain and hold employment without such discrimination;
- c. To assure equal opportunities to all individuals and to safeguard their rights to public accommodation and to secure housing accommodation and commercial property without regard to actual or perceived race, color, sex, religion, ancestry, genetic information, national origin, sexual orientation, gender identity or expression, familial status, marital status, mental or physical disability, use of guide or support animals and/or mechanical aids; and

- d. To have equal access to educational institutions without regard to actual or perceived race, color, sex, religion, ancestry, genetic information, national origin, sexual orientation, gender identity or expression, familial status, marital status, mental or physical disability, use of guide or support animals and/or mechanical aids.

3. Nothing in this chapter shall be construed as supporting or advocating any particular doctrine, position, point of view or religious view. To the contrary, it is the intention of this chapter that all persons be treated fairly and equally, and it is the express intent of this chapter to guarantee fair and equal treatment under the law to all people of the Township.

4. This chapter shall be deemed an exercise of the police power of the Solebury Township for the protection of the public welfare, prosperity, health and peace of the Solebury community.

§3-3. Definitions.

1. The following words and phrases when used in this chapter shall have the meanings given to them in this subsection:

TOWNSHIP — the Township of Solebury, County of Bucks, Commonwealth of Pennsylvania.

BOARD OF SUPERVISORS — the Board of Supervisors of Solebury Township.

CONVERSION THERAPY - any practices or treatments that seek to change an individual's sexual orientation and/or gender identity or expression, including but not limited to efforts to change behaviors or gender expressions, or to reduce or eliminate sexual or romantic attractions or feelings toward individuals of the same gender.

Conversion Therapy shall not include counseling that:

a) Provides assistance to a person undergoing gender transition;
and/or

b) Provides acceptance, support, and understanding of a person or facilitates a person's coping, social support, and identity exploration and development, including sexual orientation-neutral and gender identity or expression-neutral interventions to prevent or address unlawful conduct or unsafe sexual practices, as long as such counseling does not seek to change an individual's sexual orientation and/or gender identity or expression.

DISCRIMINATION — any discriminatory act(s) taken by any person, employer, employment agency, labor organization, public accommodation or educational

institution on the basis of actual or perceived race, color, sex, religion, ancestry, genetic information, national origin, sexual orientation, gender identity or expression, familial status, marital status, mental or physical disability, use of guide or support animals and/or mechanical aids.

DISCRIMINATORY ACTS — all acts defined in the Pennsylvania Human Relations Act as unlawful discriminatory practices or by this Chapter as unlawful practices. The fact that the Pennsylvania Human Relations Act would not define a practice as unlawful when that practice is taken on the basis of actual or perceived race, color, sex, religion, ancestry, genetic information, national origin, sexual orientation, gender identity or expression, familial status, marital status, veteran status, mental or physical disability, use of guide or support animals and/or mechanical aids shall not exempt such practice from being considered a discriminatory act under this chapter.

EDUCATIONAL INSTITUTION — those programs defined as educational institutions pursuant to the Pennsylvania Fair Educational Opportunities Act, 24 P.S. § 5001 et seq.

EMPLOYER — any person who employs one or more employees, including the Township, its departments, boards and commissions, and any other government agency within its jurisdiction.

GENDER IDENTITY OR EXPRESSION — self-perception, or perception by others, as male, female, nonbinary or another gender, and shall include an individual's appearance, behavior, or physical characteristics, that may be in accord with, or opposed to, one's physical anatomy, chromosomal sex, or sex assigned at birth, and shall include, but not be limited to, persons who are undergoing or have completed sex reassignment, are transgender, intersex, genderqueer, gender fluid, or gender nonconforming.

GENETIC INFORMATION — that information which is defined as genetic information in the Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff.

HOUSING — includes (1) any building, structure, mobile home site or facility, or portion thereof, which is used or occupied or is intended, arranged or designed to be used or occupied as the home residence or sleeping place of one or more individuals, groups or families whether or not living independently of each other; and (2) any vacant land offered for sale, lease or held for the purpose of constructing or locating thereon any such building, structure, mobile home site or facility. The term "housing" shall not include any personal residence offered for rent by the owner or lessee thereof or by his or her broker, salesperson, agent or employee.

MENTAL HEALTH PROFESSIONAL - a person who is licensed to provide professional mental health care or counseling under Pennsylvania law, or a person who performs mental health care or counseling as part of the person's professional training for any of such licensed profession.

ORDINANCE — this chapter, which shall also be known as the "Anti-Discrimination Ordinance."

PERSON — any natural person, fraternal, civic or other membership organization, corporation, general or limited partnership, proprietorship, limited liability company, or similar business organization, including the Township, its departments, boards and commissions, and other for-profit and nonprofit organizations.

PUBLIC ACCOMMODATION — any accommodation, resort or amusement which is open to, accepts or solicits the patronage of the general public or offers goods or services, including loans, to the general public or is listed in Section 4(1) of the Pennsylvania Human Relations Act, 43 P.S. § 954(1), but shall not include any accommodations which are in their nature distinctly private.

SEXUAL ORIENTATION — actual or perceived sexual and/or romantic attraction and/or feelings toward other individuals. The term includes, but is not limited to, individuals who are heterosexual, homosexual, gay, lesbian, bisexual, queer, asexual, aromantic and/or questioning.

SOLEBURY TOWNSHIP HUMAN RELATIONS COMMISSION — Human Relations Commission of Solebury Township established pursuant to Section 1-242 of the Township of Solebury Code of Ordinances.

2. To the extent words and phrases appearing in this chapter are not expressly defined herein, the meaning of this chapter shall be construed consistently with the Pennsylvania Human Relations Act.

§3-4. Unlawful Practices.

1. Discrimination in housing, employment, public accommodations or access to educational institutions is prohibited under this chapter.

2. For any person to retaliate against any individual because such individual has opposed any practice forbidden by this chapter, or because such individual has made a charge, testified or assisted in any manner in any investigation, proceeding or hearing under this chapter, is prohibited under this chapter.

3. For any person to aid, abet, incite, compel or coerce the doing of any act declared by this chapter to be an unlawful practice, or obstruct or prevent any person from complying with the provisions of this chapter, is prohibited under this chapter.

4. It is a prohibited form of discrimination under this ordinance for a Mental Health Professional to engage in Conversion Therapy with a person under 18 years of age.

§3-5. Exceptions.

1. Notwithstanding any other provision of this chapter, it shall not be an unlawful employment practice for a religious corporation or association, not supported in whole or in part by governmental appropriations, to refuse to hire or employ an individual on the basis of religion.

2. Nothing in this chapter shall be interpreted to prohibit a religious organization, religious denomination, or association of religious organizations or denominations that is exempt from Federal taxation under Section 501(c)(3) of the Internal Revenue Code, or any organization affiliated with that religious organization, religious denomination, or association of religious organizations or denominations, from engaging in any conduct or activity that is required by, or that implements or expresses its religious beliefs or tenets of faith. Nor shall anything in this chapter be interpreted to require any such religious organization, religious denomination, or association of religious organizations or denominations, or any organization affiliated with that religious organization, religious denomination, or association of religious organizations or denominations to engage in any conduct or activity that is prohibited by its religious beliefs or tenets of faith.

§3-6. Complaint procedures.

1. Filing a complaint.

A. Any person(s) claiming to be aggrieved by an unlawful practice may make, sign and file a verified complaint alleging violations of this chapter, which shall include the following information:

- (1) The name and address of the aggrieved person(s);
- (2) The name and address of the person(s) alleged to have committed the prohibited practice;
- (3) A statement of the relevant facts, including pertinent dates, constituting the alleged unlawful practice;
- (4) If applicable, the address and a description of any housing accommodation or commercial property which is involved; and
- (5) Such other information as may be required by the Solebury Township Human Relations Commission.

- B. Complaints may be filed in person or by mail at the Township Manager's office. All complaints must be received by the Township Manager's office within 180 days of the alleged unlawful practice, but the computation of the 180 days does not include a period of time which is excludable as a result of waiver, estoppel or equitable tolling. If the alleged unlawful discriminatory practice is of a continuing nature, the date of the occurrence of the practice will be deemed to be any date subsequent to the occurrence of the practice up to and including the date upon which the unlawful discriminatory practice shall have ceased.
- C. The Township Manager shall record the date and time of receiving the complaint and shall immediately forward a complete copy to the Chairperson of the Solebury Township Human Relations Commission.
- D. Upon receipt of any Complaint, the Solebury Township Human Relations Commission shall contact the person filing the complaint and recommend that they immediately dual file with the Pennsylvania Human Relations Commission.

2. Notification and answer.

- A. Within 30 days of its receipt of a complaint, the Solebury Township Human Relations Commission shall determine if it has jurisdiction hereunder to hear the complaint. If the Solebury Township Human Relations Commission determines that it does not have such jurisdiction, it shall dismiss the complaint and notify the parties. If the Solebury Township Human Relations Commission determines it has jurisdiction to hear the complaint, it shall proceed as follows:
 - (1) Send a copy of the complaint to the person(s) charged with an unlawful practice (the "respondent"); and
 - (2) Send a notice to the person(s) aggrieved (the "complainant"), informing him/her that the complaint has been received.
- B. The respondent shall file with the Township Manager a written verified answer to the complaint within 30 days of the respondent's receipt of the complaint from the Township. It shall be conveyed by the Township Manager to the Chairperson of the Solebury Township Human Relations Commission within 10 days of its receipt by the Township Manager. The Solebury Township Human Relations Commission shall promptly send a copy of the answer to the complainant.

3. Mediation.

- A. After the answer has been received, the Solebury Township Human Relations Commission shall, within 15 days, invite the parties to

voluntarily participate in the mediation of their dispute. The parties shall respond to the invitation to mediate within 15 days of being invited to mediate. Mediation shall be conducted in accordance with procedures promulgated by the Township.

- B. If mediation is elected by the parties, the parties may jointly select a mediator, in which case they shall be jointly responsible for all financial costs and expenses associated with mediation and may allocate the costs of mediation as they agree. If the parties do not jointly select a mediator, or agree to allocation of costs pursuant to approved procedures of the Solebury Township Human Relations Commission, the Chairperson of the Solebury Township Human Relations Commission shall select a mediator, who may be either a member of the Solebury Township Human Relations Commission or a volunteer from the community.
- C. The parties shall notify the Solebury Township Human Relations Commission as to whether the mediation successfully resolved the complaint. Mediation proceedings shall otherwise be confidential. Neither the results thereof nor any record made in connection therewith shall be made public unless agreed to in writing by both parties to the dispute.
- D. Dismissal of the complaint following mediation.
 - (1) If the mediation has successfully resolved the complaint, the Solebury Township Human Relations Commission shall promptly notify the parties that it has dismissed the complaint.

4. In the event that the complaint has not been resolved through mediation or the mediation has been declined by either party, the Solebury Township Human Relations Commission may:

- A. Inform the aggrieved party that he/she is entitled to proceed with filing a complaint in the Pennsylvania Court of Common Pleas of Bucks County;
or
- B. If the matter is covered by the PHRA, inform the aggrieved party that he/she may not file a complaint in the Pennsylvania Court of Common Pleas of Bucks County until the administrative remedies outlined in the PHRA are exhausted by filing with and proceeding before the Pennsylvania Human Relations Commission. If the matter was already dual filed with the Pennsylvania Human Relations Commission, the Solebury Township Human Relations Commission shall refer the matter to the Pennsylvania Human Relations Commission for further action consistent with the administrative remedies outlined in the PHRA.

§3-7 Private right of action.

Having exhausted the administrative remedies, an aggrieved person shall have the right to pursue any rights or causes of action at law or in equity to which such person may be entitled.

SECTION II. Partial Repealer

All other provisions of the Township's Code of Ordinances, as amended, shall remain in full force and effect. All other ordinances or provisions of an ordinance inconsistent herewith or in conflict with any of the terms hereof are, to the extent of said inconsistencies or conflicts, are hereby specifically repealed.

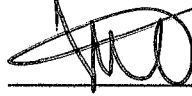
SECTION III. Severability

The provisions of this Ordinance are severable. If any section, clause, sentence, part or provision thereof shall be held illegal, invalid, or unconstitutional by a court of competent jurisdiction, such decision of the court shall not affect or impair any of the remaining sections, clauses, sentences, parts or provisions of this Ordinance. It is hereby declared to be the intent of the Board of Supervisors that this Ordinance would have been adopted if such illegal, invalid, or unconstitutional section, clause, sentence or part of a provision had not been included herein.

SECTION IV. Effective Date

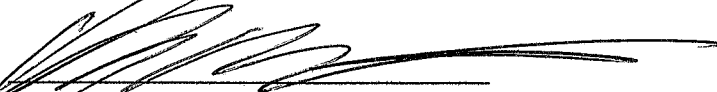
All provisions of this Ordinance shall be in full force and effect five (5) days after the approval and adoption.

ORDAINED AND ENACTED this 20 day of September, 2022.

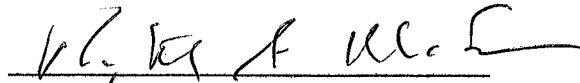


Mark Baum Baicker, Chair

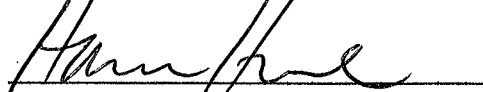
John Francis, Vice-Chair



Kevin Morrissey, Member

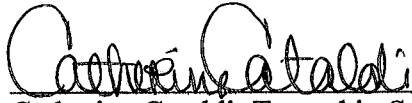


Robert McEwan, Member



Hanna Howe, Member

Attest:



Catherine Cataldi, Township Secretary