

**SOLEBURY TOWNSHIP BOARD OF SUPERVISORS**

December 13, 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 was 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 – December 1, 2022**

**Res.2022-161 – Upon a motion by Mr. Morrissey, seconded by Mr. McEwan, the list of Bills Payable dated December 1, 2022 was unanimously approved as prepared and posted.**

**III. Approval of Meeting Minutes – November 15, 2022**

**Res.2022-162 – Upon a motion by Mr. McEwan, seconded by Ms. Howe, the Minutes of the November 15, 2022 Meeting were unanimously approved as prepared and posted.**

**IV. Announcements/Resignation/Appointments**

Executive Session

The Board announced an Executive Session held December 12, 2022 dealing with Personnel Matters.

The Board announced an Executive Session held December 13, 2022, prior to the meeting dealing with Personnel Matters.

Resignation of Michael Warden from the Zoning Hearing Board

Mr. Baum Baicker announced the resignation on Michael Warden from the Solebury Township Zoning Hearing Board. The Board thanked Mr. Warden for his service.

**Res.2022-163 – Upon a motion by Mr. McEwan, seconded by Mr. Morrissey, the resignation of Michael Warden from the Solebury Township Zoning Hearing Board was unanimously accepted.**

Appointment of Stacy Smith to The Free Library of New Hope and Solebury Board of Trustees

**Res.2022-164 – Upon a motion by Mr. Francis, seconded by Mr. McEwan, it was unanimously agreed to appoint Stacy Smith, resident, without compensation to the Free Library of New Hope and Solebury Board of Trustees.**

**V. Supervisor Comment**

- Mr. Baum Baicker encouraged residents to consider year end gifts to non-profit organizations in the area.

**VI. Public Comment**

Historical Architectural Review Board – Certificate of Appropriateness – Steve and Christine Huber (6134 Carversville Road, TMP # 41-004-017)

*Upon a motion by Scott Minnucci, seconded by CL Lindsay, it was (unanimously) agreed to recommend issuance of a Certificate of Appropriateness to TMP # 41-004-017 to replace existing slate roof on entire house and the garage with hearthstone colored Pinnacle Pristine asphalt shingles.*

**Res.2022-165 – Upon a motion by Mr. Baum Baicker, seconded by Mr. Morrissey, it was unanimously agreed to authorize the Certificate of Appropriateness to TMP # 41-004-017, 6134 Carversville Road, as per the recommendations from the Historical Architectural Review Board. Issuance of the Certificate of Appropriateness does not relieve the applicant from obtaining any and all applicable permits prior to commencement of work.**

Environmental Advisory Council Associate Members Ordinance – Authorization to Adopt

Mr. Freed gave an overview of the proposed ordinance (copy of which is attached) and exhibits.

**Res.2022-166 – Upon a motion by Mr. Francis, seconded by Mr. McEwan, it was unanimously agreed to adopt AN ORDINANCE OF THE TOWNSHIP OF SOLEBURY, BUCKS COUNTY, PENNSYLVANIA AMENDING THE SOLEBURY TOWNSHIP CODE OF ORDINANCES TO ADD ASSOCIATE MEMBERS TO THE ENVIRONMENTAL ADVISORY COUNCIL.**

## **VII. New Business**

Social Media Policy

Mr. Garges gave an overview of the Social Media Policy (copy of which is attached). A Social Media policy is already included in the employee handbook which outlines the employees use of social media. This Social Media Policy’s goal is to give framework to the Administrators of the Township’s Social Media Pages on how to operate the page particularly comments and requests on advertisement. Framework to allow the Administrators, should there be any conflict, to have a Board approved policy that they can resort to.

**Res.2022-167 – Upon a motion by Ms. Howe, seconded by Mr. Francis, it was unanimously agreed to adopt the Social Media Policy.**

2022 Budget Amendment No. 2

In accordance with the Second-Class Township Code, Section 3202(f), Township Administration recommended that the Board approve the proposed budget amendment as summarized below:

- Increase General Fund revenue by \$267,500 and increase expenses by \$227,512; the net result is a \$39,988 increase to the General Fund Reserve Balance.
- Increase in Sustainability Fund expenses by \$20,000 which decreases the Sustainability Reserve Balance by the same amount. Ample reserve to absorb expense increase.
- Increase Roads & Bridges revenue by \$50,000; increased in expenses by \$37,000; the net result is an \$13,000 increase to the Roads & Bridges Reserve Balance.
- Increase Land Preservation expense by \$2,500 which decreases the Land Preservation Reserve Balance by the same amount. Ample reserve to absorb expense increase.

**Res.2022-168 - Upon a motion by Mr. Francis, seconded by Mr. Morrissey, it was unanimously agreed to approve the 2022 Budget Amendment No. 2 as documented.**

202 Property Advisory Committee Associate Members Resolution

The proposed resolution adds three (3) Associate Members to the 202 Property Advisory Committee.

**Res.2022-169 – Upon a motion by Mr. Morrissey, seconded by Mr. Baum Baicker, it was unanimously agreed to adopt the resolution (copy of which is attached) to add three (3) Associate Members to the 202 Property Advisory Committee.**

**VIII. Budget**

2023 Budget – Authorization to Adopt

Mr. Garges gave an overview of the highlights and projects in the proposed 2023 Budget.

**Res.2022-170 – Upon a motion by Mr. Baum Baicker, seconded by Ms. Howe, it was unanimously agreed to adopt the 2023 Budget as advertised.**

Tax Levy Resolution

The resolution is required to set the 2023 Tax in accordance with the adopted 2022 Budget.

**Res.2022-171 – Upon a motion by Mr. Baum Baicker, seconded by Ms. Howe, to was unanimously agreed to adopt a Resolution of the Board of Supervisors of Solebury Township, Bucks County, Pennsylvania, fixing the Tax Levy Rates for the Year 2023 as follows: General Fund Tax 8.5000 mils; Fire Tax Fund 1.7500 mils; Library Fund Tax .4910 mils; Debt Service Fund Tax 13.1290 mils; and EMS Fund Tax .9402 mils, for a total of 24.8102 mils.**

**IX. Public Comment**

Mr. Baum Baicker expressed gratitude to the Township Staff, Police Department, Committee and Board Members, and Consultants.

**X. Adjournment**

The meeting was adjourned at 6:26 p.m.

Respectfully submitted,  
Catherine Cataldi  
Secretary

ORDINANCE NO. 2022-008

**AN ORDINANCE OF THE TOWNSHIP OF SOLEBURY,  
BUCKS COUNTY, PENNSYLVANIA AMENDING THE  
SOLEBURY TOWNSHIP CODE OF ORDINANCES TO ADD  
ASSOCIATE MEMBERS TO THE ENVIRONMENTAL  
ADVISORY COUNCIL**

**WHEREAS**, pursuant to 53 Pa.C.S. § 2321, et seq., Solebury Township established an Environmental Advisory Council pursuant to Chapter 1, Part 2.B of the Solebury Township Code of Ordinances to identify, among others tasks, environmental issues and problems and recommend plans and programs to the appropriate agencies for the promotion and conservation of the natural resources and for the protection and improvement of the quality of the environment within Solebury Township, consistent with the Township Comprehensive Plan;

**WHEREAS**, the Environmental Advisory Council is composed of a maximum of seven voting members;

**WHEREAS**, the Township desires to establish nonvoting associate members to assist the Environmental Advisory Council in completing their tasks;

**WHEREAS**, Section 1601 of the Second Class Township Code provides that the Board of Supervisors may adopt Ordinances in which general or specific powers of the Township may be exercised, and, by the enactment of subsequent Ordinances, the Board of Supervisors may amend, repeal, or revise existing Ordinances (53 P.S. § 66601); and

**WHEREAS**, the proposed amendments have been advertised, considered, and reviewed in accordance with Pennsylvania law;

**NOW THEREFORE**, in consideration of the foregoing, be it **ENACTED** and **ORDAINED** by the Board of Supervisors of Solebury Township, Bucks County, Pennsylvania, that the Solebury Township Code of Ordinances is **AMENDED** as follows:

**I. In Chapter 1, Part 2.B.:**

**A. In Section 1-212 ADD** a Subsection Heading "A" before the existing paragraph and **ADD** the following Subsection B:

- B. Associate members.** The Board of Supervisors may appoint up to five (5) nonvoting associate members to the Council to serve a one-year term. Associate members shall be entitled to participate in all proceedings and discussions of the Council, but shall not have the right to vote. Associate members shall not count as members of the Environmental Advisory Council for purposes of the seven-person maximum and shall not be considered in constituting a quorum. Associate members shall serve their

full term unless voluntarily resigned or removed by the Board of Supervisors and may be reappointed at the Board's discretion to additional terms. Associate members shall abide by the Township's Ethics Policy.

**II. Partial Repealer**

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

**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 Township 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.

**IV. Effective Date**

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

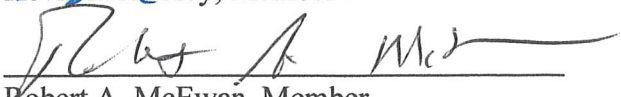
**ORDAINED AND ENACTED** this 13 day of December, 2022.

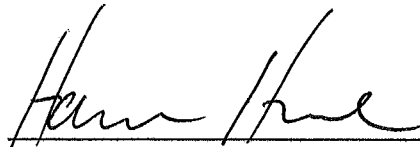
BOARD OF SUPERVISORS OF SOLEBURY  
TOWNSHIP, BUCKS COUNTY,  
PENNSYLVANIA

  
\_\_\_\_\_  
Mark Baum Baicker, Chair

  
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John Francis, Vice Chair

  
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Kevin Morrissey, Member

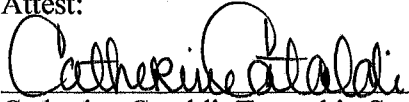
  
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Robert A. McEwan, Member



*Hanna Howe*

Hanna Howe, Member

Attest:



*Catherine Cataldi*

Catherine Cataldi, Township Secretary

**RESOLUTION 2022-169**

**A RESOLUTION OF THE TOWNSHIP OF SOLEBURY, BUCKS COUNTY,  
PENNSYLVANIA TO ADD ASSOCIATE MEMBERS TO THE 202 PROPERTY  
ADVISORY COMMITTEE**

**WHEREAS**, by Resolution No. 2022-169 ("Resolution"), the Solebury Township Board of Supervisors created an advisory committee to make recommendations to them and the Township Manger in developing the Township Owned property located along Lower York Road/Route 202, near Shire Drive and Reeder Road, TMP #41-022-135-001 and #41-022-137 ("The Property") into an area compatible with the recommendations of the 2022 202 Township Property survey.

**WHEREAS**, the Resolution provided that the Committee would consist of a minimum of five and maximum of seven people who are residents of the Township.

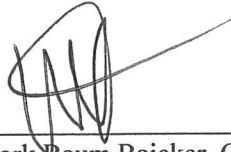
**WHEREAS**, the Board of Supervisors desires to establish nonvoting associate members to assist the Committee in completing its tasks;

**NOW THEREFORE**, in consideration of the foregoing, be it **RESOLVED** by the Board of Supervisors of Solebury Township, Bucks County, Pennsylvania as follows:

The Board of Supervisors may appoint up to three (3) nonvoting associate members to the 202 Property Advisory Committee to serve a one-year term. Associate members shall be entitled to participate in all proceedings and discussions of the Council, but shall not have the right to vote. Associate members shall not count as members of the 202 Property Advisory Committee for purposes of the seven-person maximum and shall not be considered in constituting a quorum. Associate members shall serve their full term unless voluntarily resigned or removed by the Board of Supervisors and may be reappointed at the Board's discretion to additional terms. Associate members shall abide by the Township's Ethics Policy.

**RESOLVED, ADOPTED, and APPROVED** this 13 day of December, 2022 at a regular public meeting of the Board of Supervisors of Solebury Township. .

BOARD OF SUPERVISORS OF SOLEBURY  
TOWNSHIP, BUCKS COUNTY, PENNSYLVANIA



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Mark Baum Baicker, Chair



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John Francis, Vice Chair



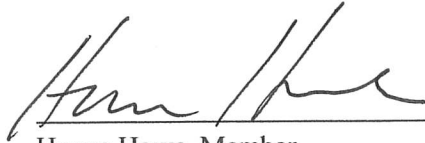
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Kevin Morrissey, Member



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Robert A. McEwan, Member



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Hanna Howe, Member