

**SOLEBURY TOWNSHIP BOARD OF SUPERVISORS**

May 17, 2018 – 7:00 P.M.

**Solebury Township Hall**

**MINUTES**

Attendance: Helen Tai, Chair, Mark Baum Baicker, Vice-Chair, Noel Barrett, Robert McEwan, Dennis H. Carney, Township Manager, and Catherine Cataldi, Secretary. Jordan Yeager, Solicitor was also in attendance.

Kevin Morrissey via conference call

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

Audio recording device was then turned on.

**II. Approval of Bills Payable – May 10, 2018**

**Res. 2018-63 – Upon a motion by Mr. McEwan, seconded by Mr. Baum Baicker, the list of Bills Payable dated May 10, 2018, were unanimously approved as prepared and posted.**

**III. Approval of Minutes – May 1, 2018**

**Res. 2018-64 – Upon a motion by Mr. Baum Baicker, seconded by Mr. Barrett, the Minutes of the May 1, 2018 meeting were unanimously approved.**

**IV. Announcements/Resignations/Appointments**

• **Tap Grant Award**

Ms. Tai announced the approval of the \$1,000,000 Transportation Alternatives Program (TAP) grant awarded to Solebury Township to build the next segment of the Route 202 Cross-County Trail within the Aquetong Spring Park boundaries.

• **Appointment of Bob McMahon for Environmental Advisory Committee**

**Res. 2018-65 – Upon a motion by Mr. Baum Baicker, seconded by Mr. McEwan, it was unanimously agreed to appoint Bob McMahon, Solebury resident, without compensation, to the Solebury Township Environmental Advisory Committee for term ending December 31, 2018.**

**V. Supervisors Comment**

- Mr. Baum Baicker thanked Trinity Episcopal Church for going out of its way to accommodate the voters of Solebury Township's Upper District. Mr. Baum Baicker thanked Carversville Christian Church for making their facility available for voting for the past many years.
- Mr. Baum Baicker made a comment about Carversville Day being held Saturday, May 19, 2018 from 10:00 am to 3:30 pm.
- Ms. Tai made a comment about the Pride parade being held Saturday, May 19, 2018 at noon in New Hope.

**VI. Public Comment**

- Peter Gatto, resident, commented about the lack of signs indicating the reduction of the speed limit traveling north bound on River Road. Mr. Gatto inquired if the Township could install the signs indicating the speed reduction as well as a missing 30 mph speed limit sign on River Road. Mr. Gatto requested the Board support necessary actions to reduce the speed on River Rd from 30 mph to 25 mph.  
Mr. Carney and Mr. Yeager agreed to reach out to PennDOT to have the necessary actions taken regarding the speed limit on River Road.
- Bill MacDowell, resident, commented about resident, Malcom Crooks 95<sup>th</sup> Birthday and sang Happy Birthday to Mr. Crooks.

**VII. Presentations - No Presentations**

**VIII. Public Hearing – No public hearing took place**

**IX. Old Business**

Authorization to Advertise – Fireworks Ordinance

The proposed Ordinance amends the Solebury Township Zoning Ordinance providing for permanent sales of consumer fireworks in the TNC Zoning District, temporary sales of consumer fireworks in the TNC District, and for associated regulations governing these uses. The ordinance was reviewed by Solebury Township and Bucks County Planning Commissions and has been modified per their recommendations.

**Res. 2018-66 – Upon a motion by Mr. Baum Baicker, seconded by Mr. McEwan, it was unanimously agreed to authorize the advertisement of the Fireworks Ordinance.**

Police Department Renovation Update

Mr. Carney provided the following update:

The renovations of converting the old Public Works building into a locker room, kitchenette, ready room, and evidence area for the police department and administrative storage is close to being completed. The Township closed Wednesday, May 16, 2018 to allow staff to consolidate and move files into the new storage area. This opened more office space in the Township building and allowed the Township to close the storage units at Magill Mini Storage Facility. There were no major changes resulting in only about \$27,000.00 worth of change orders. Installation of the police lockers, shelves, painting, light fixtures and minor touches are all that is left.

Mr. Baum Baicker asked if the end cost would be within the budget with contingency. Mr. Carney answered yes.

*Kevin Morrissey was conferenced into the meeting.*

Tuscarora Update

Mr. Baum Baicker made the following comment:

*"On April 24<sup>th</sup>, Helen, Dennis, Jordan, and I met with representative of the PA Department of Environmental Protection (DEP), Shell Oil, and Shell's consultants to discuss the handling of the Tuscarora oil leak from the early 1900's, along the Delaware Canal around Ely Road. It was a long-delayed and often-frustrating meeting that eventually provided some positive outcomes, primarily in that Shell finally agreed to a specific timetable for its "remedial investigation."*

Mr. Baum Baicker opened the floor to Jordan Yeager to outline where things stand.

Mr. Yeager made a comment:

There had been a series of outreach back and forth between Curtin & Heefner, LLP and Shell and between Curtin & Heefner, LLP and DEP expressing frustration over the lack of progress and addressing the identified problems. A major concern was that the pilot test, Shell offered to complete, to assess the damage would be inadequate and there was no effort to do a full site assessment to figure out the true scope of the problem.

The following is what came out of the April 24, 2018 meeting:

- A deadline of May 4, 2018 was established for the submittal of the work plan by Shell Oil to DEP for the pilot test. Shell met that deadline and the plan was received.
- Shell Oil was responsible to do a remedial investigation to get a better idea of the full extent of the problem. The preliminary timeline was received May 4, 2018 which includes a commitment to submit a full work plan for the remedial investigation by June 11, 2018.
  - Mr. Yeager and the Township work with the Township Engineer to review the information and have further advocacy with Shell Oil and DEP to move forward.
- An agreement was made that DEP would set up monthly phone calls between Solebury Township, DEP and Shell Oil to keep all parties updated.

## **X. New Business**

### **HARB – Certificate of Appropriateness – Scott Minnucci (TMP # 41-28-33-1, 7089 Phillips Mill Rd)**

The Historical Architectural Review Board reviewed Scott Minnucci's application and recommended a Certificate of Appropriateness be issued for the following:

1. Installation of the proposed post and beam constructed greenhouse, with weathered ½ inch corrugated metal roofing, fascia and soffit to be painted wood finish in the Benjamin Moore "Caliente Red", siding to be stained wood vertical siding with batten strips finished in the Benjamin Moore "Blue Note", exterior portion of the windows to be painted in the Benjamin Moore "Etiquette", 4-inch flat perimeter window trim painted wood finish in the Benjamin Moore "Caliente Red" and the exterior portion of the wood door to be painted in the Benjamin Moore "Etiquette" with "Caliente Red" trim, door hardware to be black finish.
2. Carriage style trash enclosure with an asphalt "slate" colored shingle to match house, fascia and soffit to be painted wood finish in the Benjamin Moore "Caliente Red", siding to be stained wood vertical siding with batten strips in the Benjamin Moore "Blue Note", 4-inch flat perimeter door trim, painted wood finish in the Benjamin Moore "Caliente Red" and the exterior portion of the wood door to be painted in the Benjamin Moore "Etiquette" with "Caliente Red" trim, hardware to be black finish.
3. Installation of the proposed 6' high, 2" x 4" square galvanized fence with 4" diameter x 6' high rough cut posts on 10' centers. Perimeter of the garden to be 30' x 45'. Gate to be a natural wood, shaped and fastened to create an artistic-looking gate, double 6' high x 4' width.

**Res. 2018-67 – Upon a motion by Mr. Baum Baicker, seconded by Mr. McEwan, it was unanimously agreed to issue a Certificate of Appropriateness to TMP# 41-28-33-1, 7089 Phillips Mill Road as recommended by 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.**

Police Department – Disposal of Records

Solebury Township Police Department asked the Board of Supervisors to approve the destruction of files (Copy of which is attached) that abide by the guidelines outlined in resolution 88-195.

**Res. 2018-68 – Upon a motion by Ms. Tai, seconded by Mr. Baum Baicker, it was unanimously agreed to approve the destruction of files outlined in the Solebury Township Police Department Memo dated May 10, 2018.**

**XI. Subdivisions/Land Developments**

**XII. Public Comment**

- Ms. Tai announced her resignation from the Board of Supervisors effective June 3, 2018. Some of the accomplishments acknowledged while Ms. Tai was in office are: the increased transparency between the Township, Supervisors and Residents; improvement of the permit process; decreasing of herbicides used on township owned property; and recycling in the schools. Ms. Tai thanked past and current Board members, the Township Administration, Professional Consultants, Police Department, and Public Works Department.

The Board and many residents thanked Ms. Tai for her dedication and hard work while serving on Solebury Township Board of Supervisors. Many congratulated Ms. Tai on being elected State Representative and wished her well.

**Res.2018-69 – Upon a motion by Mr. Baum Baicker, seconded by Mr. Barrett, it was unanimously agreed to accept Helen Tai’s resignation effective June 3, 2018.**

**XIII. Adjournment**

The meeting was adjourned at 7:40 p.m.

Respectfully submitted,  
Catherine Cataldi  
Secretary

Dominick Bellizzie  
Chief of Police  
(215) 348-7400  
Emergency: 911




Administration Office  
Monday thru Friday  
8:00 AM – 4:00 PM  
(215) 297-8201  
FAX:(215) 297-9945

## SOLEBURY TOWNSHIP POLICE DEPARTMENT

3092 Sugan Road  
PO Box 139  
Solebury, PA 18963

### MEMO

TO: Solebury Township Board of Supervisors

FROM: Dominick Bellizzie, Chief of Police 

DATE: May 10, 2018

SUBJECT: Records Destruction

As we prepare to move in to the new addition, we went through and marked several files for destruction.

The files we wish to destroy abide by the guidelines outlined in resolution 88-195 which has been attached to this memo.

Files we wish to have approved for destruction are as follows:

1. Police Administration:
  - a. Correspondence older than 2014
  - b. Citizen Complaints older than 2014
  - c. Monthly Reports older than 2014
  - d. Annual Reports older than 2014
  - e. Policy and Procedure Manuals older than 2014
  - f. Speed Limit Studies older than 2014
2. Fines
  - a. District Justice Reports and Fines older than 2011
  - b. State Police Fines older than 2011
3. Complaints older than 2016
4. Non-Traffic Citations older than 2012
5. Criminal Arrests, detentions and hearing dockets older than 1998
6. Criminal History files to include older than 1998

- a. Offense reports
- b. Investigation and supplements
- c. Probation and parole reports
- d. Fingerprints
- e. Vehicle reports
7. Motor Vehicle records
  - a. Parking violations older than 2016
  - b. Traffic citations older than 2012
  - c. Accident reports older than 2011
8. Daily Activity Reports older than 2016
9. PA UCR Worksheets older than 2017
10. PA UCR Printouts older than 2013
11. Animal Law enforcement older than 2016

Over the past few weeks we have gone through the paper files we have on property to ensure proper disposal of these records. It should be noted that we are only shredding the paper copies of these files. We have electronic copies of police reports in our system dating back to 1995.

Therefore we are requesting the approval from the Board of Supervisors to shred the paper copies in accordance with the PA and Solebury Township Guidelines on Record Retention.