

Milford Township Board of Supervisors
Minutes of January 6, 2020 Reorganizational Meeting

Call to Order: Chairman Charles Strunk called the meeting to order at 7:02 p.m.

Supervisors Present:

Charles Strunk, Chairman; Thomas Courduff, Supervisor, John Mininger, Supervisor

Attendance:

Jeffrey A. Vey, Township Manager; Devan Ambron, Secretary/Treasurer; Catherine Harper, Township Solicitor; Pete Andersen, Township Engineer; Audience: 9

Appointment of Temporary Chair and Temporary Secretary:

Mr. Strunk appointed Mr. Vey to Temporary Chair and Mrs. Ambron to Temporary Secretary.

Nomination of Permanent Chair and Vice Chair

Upon nomination by Mr. Courduff, seconded by Mr. Mininger, Mr. Strunk was nominated as permanent Chair, no other nominations were presented, the Board unanimously appointed Mr. Strunk as Chair.

Upon nomination by Mr. Mininger, seconded by Mr. Courduff, Mr. Courduff was nominated as Vice Chair, no other nominations were presented, the Board unanimously appointed Mr. Courduff as Vice Chair.

Resolution No. 2020-01, Appointments, Reappointments and Modifications of Appointments"

Mr. Strunk announced that the Township Solicitor, Clemons, Richter & Reiss, has resigned after serving the township for over thirty years. The Township has appointed Ms. Catherine Harper of Timoney Knox, LLP to serve as the Township Solicitor. Mr. Courduff stated Ms. Harper has served as the Solicitor for Milford Township Zoning Hearing Board for over twenty years and welcomed Ms. Harper.

Mr. Vey presented the Board with the list of Appointments, Reappointments and Modifications of Appointments for 2020.

| | | <u>Term Expires</u> |
|--|--|---------------------|
| Township Manager | Jeffrey Vey | |
| Bond Requirement | \$2,000,000.00 | |
| Township Solicitor | Timoney Knox, LLP (Fees outlined in Fee Schedule) | |
| Township Engineer | Andersen Engineering (Fees outlined in Fee Schedule) | |
| Township Secretary | Devan Ambron | |
| Township Treasurer | Devan Ambron | |
| Bond Requirement | \$2,000,000.00 | |
| Code Enforcement | Nathan Cordero | |
| Fire Marshal | Nathan Cordero | |
| Zoning Officer | Nathan Cordero | |
| Building Code Official | Nathan Cordero | |
| | Barry Isett & Associates (Third Party) | |
| Assistant Zoning Officer | Jeffrey Vey | |
| Public Works Director | David Winkler | |
| Elected Real Estate Tax Collector | Betsy Moyer (4-Year Term) | 12/31/2021 |
| Earned Income Tax Collector | Keystone Collections Group | |
| Local Tax Collector | Betsy Moyer (4-year Term) | 12/31/2021 |
| Independent Auditor | Styer Associates | |
| Zoning Hearing Board (3-Year Term) | | |
| | Albert Haynes | 12/31/2022 |
| | William J. Buchanan (2 nd Alternate) | 12/31/2022 |
| Vacancy Board (1-Year Term) | | |
| | Stephen Shelly | 12/31/2020 |
| Elected Auditors (6-Year Term) | | |
| | Sheryl Nierenberg | 12/31/2026 |
| Planning Commission (4-Year Term) | | |
| | Susan Edwards | 12/31/2024 |
| Park and Recreation (5-Year Term) | | |
| | Allen Clemens | 12/31/2024 |
| | Iveta Gigova | 12/31/2024 |
| Agricultural Security Area Advisory (1-Year Term) | | |
| | Thomas Courduff | |
| Milford Township Water Authority (5-Year Term) | | |
| | Joseph Smalley, Jr. | 12/31/2024 |
| Milford Trumbauersville Area Sewer Authority (5-Year Term) | | |
| | William Heffentrager | 12/31/2024 |

Mr. Strunk made a **MOTION** to approve **Resolution No. 2020-01**, Appointments, Reappointments and Modifications of Appointments. The motion was seconded by Mr. Courduff and passed unanimously.

Resolution No. 2020-02

Mr. Vey stated the earned income tax rate for 2020 is 1.75% which is divided between the following entities: 1% to the Quakertown Community School District, 0.50% to Milford Township General Fund, 0.25% to Milford Township Open Space Acquisition Fund. The universal nonresident withholding rate is 1%. Keystone Collections Group was appointed tax collector to collect the Earned Income Tax effective January 1, 2011 for the Bucks County Tax Collection District.

Mr. Strunk made a **MOTION** to approve **Resolution No. 2020-02**, Establishing the Earned Income Tax Rates for 2020. The motion was seconded by Mr. Courduff and passed unanimously.

Resolution No. 2020-03

Mr. Vey stated the Real Property Tax for road, bridge, and general purposes is 000.75 mills and 1.25 mills for support of Fire Companies who serve Milford Township. Mr. Courduff made mention that this tax has remained the lowest in Bucks County for forty years.

Mr. Strunk made a **MOTION** to approve **Resolution No. 2020-03**, Levying a Tax Upon Real Property. The motion was seconded by Mr. Mininger, and passed unanimously.

Resolution No. 2020-04

Mr. Vey stated there are no proposed changes to the Fee Schedule. It was further stated that the Subdivision/Land Development fees would be assessed to see if any changes would need to be imposed in the future.

Mr. Strunk made a **MOTION** to approve **Resolution No. 2020-04**, Fee Schedule for Service. The motion was seconded by Mr. Courduff and passed unanimously.

Resolution No. 2020-05

Mr. Vey stated the Street Light Assessment consists of 20 Street Lighting Districts. The assessment ranges from \$18.00 to \$83.00 per property located in the district. The assessment is based off the cost to operate the streetlights.

Mr. Strunk made a **MOTION** to approve **Resolution No. 2020-05**, Street Light Assessment. The motion was seconded by Mr. Courduff and passed unanimously.

With their being no further business, Mr. Strunk adjourned the reorganizational meeting at 7:12 p.m.

Milford Township Board of Supervisors
Minutes of January 6, 2020 Regular Meeting

Approval of Minutes:

Mr. Courduff made a **MOTION** to approve the minutes of the December 3, 2019 regular meetings. The motion was seconded by Mr. Strunk and passed.

Treasurer's Report:

Having reviewed the current bills list, Mr. Strunk made a **MOTION** to approve invoices for payment, along with the November 2019 Treasurer's Reports. The motion was seconded by Mr. Courduff and passed.

Correspondence:

The Minutes of the November 13th and 20th, 2019 meeting are available for review. Mr. Mininger reported that the beacon is scheduled to be replaced within the next two weeks. It was also reported that the Portzer Road rental may be back on the market.

The Quakertown Area Planning Committee meeting minutes of November 12, 2019 are available for review. No significant action was taken regarding the Special Exception for LB Water Service.

Reports:

Code Enforcement: In December there were 16 permits issued, 3 Commercial, 3 Zoning, 5 Residential Accessory Structure, and 5 Residential Renovation. There were 10 Use & Occupancy permits issued, and 3 fire inspections were performed. Mr. Courduff inquired as to the upgrades and interior renovations to both schools purchased by Faith Christian Academy. Mr. Cordero stated the renovations are significant. Mr. Cordero said he attended a meeting with Faith Christian Academy to discuss the use of the facility as an Emergency Center. Mr. Cordero stated Faith Christian Academy is not in opposition of the use of the facility. The building is equipped with a cooking facility, shower facility, a large gymnasium, and back up generator. Mr. Cordero stated an agreement will be worked on putting the specifics in place. Mr. Courduff asked if the generator could handle heating the facility. Mr. Cordero stated it could.

Public Works: The Public Works Department began the month installing snowplow stakes and preparing equipment of the winter. An extensive amount of cold patching on Mill Pond Road was done. Dead trees were removed from the open space at Evelyn Lane and around the basin at Valley View II. The Public Works department went out a total of 4 times to salt this month. Mr. Courduff stated the Public Works Department did a great job clearing the roads with the surprise snowstorm on December 18th.

Milford Township Volunteer Fire Company: The Fire Company reports a total of 16 incidents for the month of December. The Fire Department has sold special service 75, along with tools, and an air cascade system. A Dual Response agreement with Trumbauersville Fire Department will soon be put into place. Once executed the County will institute. The Fire Department is looking to update their existing computers as well as purchasing new computers, tablets or iPads. Mr. Courduff has requested an annual meeting be scheduled with the Board of Supervisors and the Milford Township Volunteer Fire Department.

Trumbauersville Volunteer Fire Company: The December 2019 report for Trumbauersville Volunteer Fire Company is available for review. A total of six incidents were reported.

Park Board: At the meeting held on December 11, 2019 the Park Board continued discussion of the status of the Pickle Ball Courts at Unami Creek Park. A date will be selected in late January or February to clean up the disc golf course at Unami Creek Park. The Board discussed scheduling a date in January to tour local dog parks to obtain ideas on a possible dog park in Milford Township. The Appalachian Mountain Club may have grants to provide new signage for the American Chestnut trees.

Township Manager:

Mr. Vey requested authorization to execute an agreement authorizing Hough Associates to collect residential and commercial recycling data and prepare the 2019 Performance Grant Application for Milford Township.

A **MOTION** was made by Mr. Courduff to approve execution of the Hough Associates Recycling Agreement. The motion was seconded by Mr. Mininger and passed unanimously.

Used Equipment Purchase Bid: Mr. Vey presented the results of the Used Equipment Purchase Bid. One bid was received from Heffentrager Inc. A Mack Tractor, Low Bed and Hillman Dump Trailer were bid as a package. The total bid for the package was \$32,500. Also included in the used equipment purchase bid was a CAT Dozer with a bid of \$30,500, and a CAT Loader with a bid of \$29,400.

Mr. Strunk made a **MOTION** to award the Used Equipment Purchase Bid to Heffentrager Inc. Mr. Courduff seconded the motion. The motion passed unanimously.

PSATS Delegates:

A MOTION was made by Mr. Strunk, seconded by Mr. Mininger, and passed unanimously naming Mr. Courduff as voting delegate for Milford Township at the annual PSATS conference.

Conditional Use Hearing:

Quaker Pointe Hotels, LLC, TMP No(s) 23-010-021-001, Quaker Pointe Drive- Proposed Use E9, Hotel, Motel or Inn: Ms. Harper opened the Conditional Use hearing for Quaker Pointe Hotels, LLC at 7:30 p.m. Mr. Brian Nagel, council for applicant, was in attendance. Mr. Nagel stated he became involved with the proposal after the initial Conditional Use hearing was held. Mr. Nagel stated the owner of the property has remained the same and the plan/proposal follows the same principal as originally submitted. The applicant proposed to construct a 77-room, 3-story hotel on the existing 2.73 acre parcel. Mr. Nagel stated the applicant finds the draft decision acceptable. Mr. John Melham of Melham Associates, PC, stated he anticipates a Land Development Plan being submitted to the Township within a week.

At this time the Ms. Harper presented the list of conditions to be implemented if the Conditional Use is approved. The conditions are as follows:

1. Prior to commencing any construction on the Property, Applicant shall obtain land development approval to develop the Property as a hotel. In addition, prior to the recording of the Record Plans, Developer shall enter into a Land Development and Financial Security Agreement with the Township, prepared by the Township Solicitor, and deposit adequate financial security in the form of a cash escrow or an Irrevocable Letter of Credit approved by the Township Solicitor from a bank or other approved financial institution for the construction of all public improvements shown on the approved land development plan, including storm water drainage improvements, sedimentation and erosion control measures, grading, monuments, roadway improvements along Quaker Pointe Drive and any other improvements required by the land development. The Letter of Credit shall include an Evergreen Clause to prevent expiration of the Letter of Credit. The Township shall not release financial security until both the dedicated and non-dedicated improvements are completed.
2. Land Development Plans must be submitted to the Township which conform to the requirements of the Milford Township Subdivision and Land Development Ordinance as well as other relevant Township Ordinances and regulations, provided that the waivers set forth on the updated Plans, attached hereto as Exhibit "A" are hereby granted in conjunction with this conditional use approval.
3. With the exception of the emergency access easement area, the only access to the Property shall be from Quaker Pointe Drive.
4. The internal access shown on the Plan is acceptable. However, prior to the recording of the Record Plan, Applicant shall execute a Declaration, in a form prepared by the Township Solicitor, granting an ingress and egress easement to Milford Township and the public for emergency access from the boundary line of adjacent Tax Map Parcel No. 23-10-21 over, across and through the Property to allow pedestrian and vehicular access to Quaker Pointe Drive and John Fries Highway (Pa. Route 663).
5. All signs identifying the Property or the uses permitted herein shall be subject to prior approval of the Board of Supervisors which approval must be obtained prior to, or simultaneously with the subdivision and land development approval for the Property.
6. Prior to or as part of the land development approval, Applicant shall demonstrate compliance with the architectural and structural standards of Milford Township Ordinance No. 133.
7. Prior to final land development approval Applicant shall provide evidence satisfactory to the Board of Supervisors that the current owner of the gas easement shown on the Plan has issued a written consent to Applicant to the use of the surface of the pipeline easement for the construction and use of the improvements shown on the Plan. In the event that such easement is not provided, alternative access or provisions shall be provided by Applicant.
8. Township acknowledges that the existing easement the current owner of the adjoining property has granted Applicant to use the 14 spaces shown on the Plan provide parking in accordance Township Zoning Ordinance Section 404 E9. Prior to final land development approval, Applicant shall demonstrate that the easement has been recorded against both properties affected and that the owner of the subservient parcel is aware the easement is a limitation of the title of the property, and that the Applicant is aware that it is required to maintain the parking spaces by the Zoning Ordinance for the hotel land use.
9. Prior to final land development plan approval, the Applicant shall specify the type of enclosure which will be used for the dumpsters to service the new hotel. The dumpsters shall be shielded on three sides in a manner approved by the Board of Supervisors.
10. The proposed hotel shall comply with the architectural standards established in Ordinance No. 133.
11. Prior to final land development plan approval, the Applicant shall address to the satisfaction of the Board of Supervisors all outstanding engineering issues identified in the June 27, 2018 letter of Andersen Engineering Associates, Inc., Township Engineer, except paragraph number "SALDO-1" of the June 27, 2018 letter, including but not limited to constructing a connection to the Hampton Inn water line to enable the fire hydrants serving the hotel to work properly, with an easement granted to the Milford Township Water Authority for inspection, access, and maintenance at the property owner's expense.
12. Prior to obtaining final land development approval, Applicant shall exhibit an agreement with the Milford Township Water Authority (MTWA) that provides that Applicant shall extend the water main along its frontage on Quaker Pointe Drive at its own expense as depicted on Sheet C-6.0 of the Preliminary Plans dated December 11, 2019 for a total distance of approximately eighty-five (85) feet and connect to the MTWA main with construction to occur prior to the issuance of a Use and Occupancy Permit and prior to the commencement of the 18 month maintenance period for this land development. Applicant shall exercise due care in performing the extension of the water line and shall comply with all Federal and State laws and regulations concerning crossing the existing gas lines, as well as compliance with the terms of the gas easement. The Milford Township Water Authority shall be responsible for extending the water line approximately 90' to the south from the point of extension by the Applicant to an existing terminus valve

located on Quaker Pointe Drive. Applicant shall work in concert with the Milford Township Water Authority and Milford Township to perform the aforementioned extension. All work shall be performed in a workmanlike manner and to the standards established by the Milford Township Water Authority.

13. Prior to the recording of the Record Plans for this land development, the Applicant shall provide satisfactory evidence to the Township in the form of an easement between the owners of the Property and the owners of Tax Map Parcel Numbers 23-010-021-007 and 23-010-021 that the Property has the right to utilize the stormwater detention basin and related facilities on adjoining TMP Nos. 21-010-021 and 21-010-021-007. Applicant shall execute a stormwater management facilities maintenance and monitoring agreement prepared by the Township Solicitor that provides for the operation, maintenance and repair of same by the Applicant. The stormwater management facilities maintenance and monitoring agreement shall also provide for Milford Township to have access and restore the stormwater drainage easement facilities in the event the Applicant or Owner of the adjoining property fail to perform required obligations.

14. Prior to the recording of the Record Plans for the proposed land development, and in lieu of performing a traffic impact study for the land development, Developer shall contribute to Milford Township the sum of thirty thousand (\$30,000.00) dollars, which sum shall be deposited into the Township's Transportation Capital Improvement Fund and will be used for capital improvements on roads in the Township, and if applicable, to be utilized for the Township's desired reconfiguration of the exiting intersection of New Road and Quaker Pointe Drive. This conditional use approval and decision shall constitute a waiver of the SALDO requirement that a traffic impact study be provided.

15. Prior to the recording of the Record Plans, Applicant shall provide satisfactory evidence that it has obtained a 20 feet wide emergency access easement from the owner of adjoining TMP No. 23-10-21 as shown on the Plans.

16. Developer agrees to contribute to the Milford Township Fire Company the sum of two thousand dollars (\$2,000.00) upon the issuance of the Use and Occupancy Permit for the hotel on the Property and to pay the same amount per year for the next nine (9) years on or about the same date for a total contribution of Twenty Thousand Dollars (\$20,000.00). To the extent that the height of the proposed hotel exceeds 35 feet, the prior variances shall apply and no additional variance relief shall be necessary or required for the subject hotel.

17. In light of footnote 1, above, Applicant agrees to reimburse the Township for its legal fees for the subject application in an amount not to exceed \$10,000.00^{SEP}

18. Prior to commencement of any construction, the applicant shall establish compliance with all other conditions of the subdivision and land development approval when same is obtained.

A discussion was had regarding the proposed emergency access. Mr. Courduff stated he is not in favor of the emergency access as presented. Mr. Courduff recommends Chief Butler, Milford Township Volunteer Fire Company, perform a review of the plan. Mr. Melham stated the plan will comply with the Fire Departments comments. Further discussions will take place during land development.

With there being no further comments the Conditional Use Hearing was closed at 7:58 p.m.

A **MOTION** was made by Mr. Courduff, seconded by Mr. Mininger, and unanimously passed, to approve the Conditional Use Application in compliance with the conditions listed within. Mr. Courduff made a **MOTION** to approve the Conditional Use Application of Quaker Pointe Hotels, LLC for a proposed Hotel use with the following conditions; Apply for and obtain Land Development approval; Compliance with all regulations set forth in the Arterial Mixed Use Overlay District; Compliance with Conditions set forth in the Conditional Use approval. The motion was seconded by Mr. Mininger and passed unanimously.

LifeQuest Fifth Revised Unified Master Plan, John Fries Highway-Adjustment of boundary lines and expansion of the AMU area. Ms. Harper opened the Conditional Use Hearing at 8:02 p.m. The hearing has been continued. The Applicant has submitted a request for continuance through March 31, 2020. The hearing was closed at 8:04 p.m.

Ordinance(s):

Mr. Vey presented Ordinance No. 176 to the Board. The proposed Ordinance addresses a revision to the existing Non-Uniform Pension Plan. Section 5.02 of the Pennsylvania Municipal Retirement System Defined Benefit Plan states the Amount of Superannuation Retirement Pension has a current rate of 1% where the proposed rate will be increased to 1.5%. It was stated that the Pension Plan is currently funded with state funds. A discussion was had regarding the age of retirement and early retirement as stated in the Plan. Mr. Courduff stated he would like to review the Cost of Living Adjustment which is offered at the discretion of the Township and currently not offered as part of the Plan.

ORDINANCE NO. 176

AN ORDINANCE OF MILFORD TOWNSHIP, BUCKS COUNTY, COMMONWEALTH OF PENNSYLVANIA, ELECTING TO AMEND ITS NON-UNIFORM PENSION PLAN ADMINISTERED BY THE PENNSYLVANIA MUNICIPAL RETIREMENT SYSTEM PURSUANT TO ARTICLE IV OF THE PENNSYLVANIA MUNICIPAL RETIREMENT LAW; AGREEING TO BE BOUND BY ALL PROVISIONS OF THE PENNSYLVANIA MUNICIPAL RETIREMENT LAW AS AMENDED AND AS APPLICABLE TO MEMBER MUNICIPALITIES. IT IS HEREBY ORDAINED BY MILFORD TOWNSHIP, BUCKS COUNTY, AS FOLLOWS:

SECTION I. Milford Township (the Township), having established a non-uniform pension plan administered by the Pennsylvania Municipal Retirement System (the System), hereby elects to amend its Non-Uniform Pension Plan administered by the System in accordance with Article IV of the Pennsylvania Municipal Retirement Law, 53 P.S. §881.101 et seq. (Retirement Law), and does hereby agree to be bound by all the requirements and provisions of the Retirement Law and the Municipal Pension Plan Funding Standard and Recovery Act, 53 P.S. §895.101 et seq., and to assume all obligations, financial and otherwise, placed upon member municipalities.

SECTION II. As part of this Ordinance, the Township agrees that the System shall administer and provide the benefits set forth in the amended Non-Uniform Pension Plan Document entered into between the Pennsylvania Municipal Retirement Board and the Township effective as of the date specified in the adoption agreement (the Contract).

SECTION III. The Township acknowledges that by passage and adoption of this Ordinance, the Township officially accepts the Contract and the financial obligations resulting from the administration of the Contract.

SECTION IV. Payment for any obligation established by the adoption of this Ordinance and the Contract shall be made by the Township in accordance with the Retirement Law and the Municipal Pension Plan Funding Standard and Recovery Act. The Township hereby assumes all liability for any unfundedness created due to the benefit structure set forth in the Contract.

SECTION V. The Township intends this Ordinance to be the complete authorization of the Contract, as amended and it shall become effective as of the date specified in the adoption agreement, which is the effective date of the Contract, as amended.

SECTION VI. A duly certified copy of this Ordinance and an executed Contract shall be filed with the System.

Mr. Strunk made a **MOTION** to approve Ordinance No. 176. The motion was seconded by Mininger and passed unanimously.

Escrow Release:

Edward Voce, TMP# 23-002-047/048, 2115 Eberhardt Road- Final Escrow Release in the amount of \$500.00 closing the escrow account due to project completion.

Mr. Strunk made a **MOTION**, seconded by Mr. Mininger and passed unanimously, to approve final escrow release in the amount of \$500.00.

Public Comments:

There was no public comment at this time.

Adjournment:

With there being no further business Mr. Strunk adjourned the January 6, 2020 meeting at 8:21 p.m.

Milford Township Board of Supervisors' Minutes
March 3, 2020 - 7:00 pm

Call to Order: Chairman Charles Strunk called the meeting to order at 7:04 p.m.

Supervisors Present: Charles Strunk, Chairman; Thomas Courduff, Supervisor, John Mininger, Supervisor

Attendance: Jeffrey A. Vey, Township Manager; Devan Ambron, Secretary/Treasurer; Catherine Harper, Township Solicitor; Pete Andersen, Township Engineer; Audience: 12

Approval of Minutes:

Mr. Courduff made a MOTION to approval the January 6, 2020 meeting minutes. Mr. Strunk seconded the motion. The motion passed unanimously.

Financial Reports:

Mr. Stunk made a MOTION to approve the Treasurer's Report of December 2019 and January 2020, Invoice list, and the Designation of Official Depository, PLGIT, QNB, TD Bank and Univest. The motion was seconded by Mr. Courduff and passed unanimously.

Correspondence: Bucks County Airport Authority December 2019 and January 2020 Meeting Minutes. There have been obstructions obtaining easements on Portzer Road. The obstructions located on the east side of Portzer Road will need to be dealt with by Milford Township. Mr. Mininger reported the Airport obtained the Bernabei property adjacent to park land where obstructions were removed. The plantings of swamp oak trees have been proposed. The rotating beacon has been replaced.

The Quakertown Area Planning Committee meeting minutes of December 2019 and January 2020 are available for review. The Committee performed a review of the vacant Castle Restaurant parcel and a proposed warehouse on Heller Road. A review of a proposed amendment to Richland Township Subdivision and Land Development Ordinance was performed along with a zoning amendment to the regulations set forth pertaining to Forestry and related activities. Discussed at the January 2020 meeting was the PennDOT Regional Transportation Projects Priorities List. Mr. Vey stated if there is anyone would like to weigh in on changing priorities now is the time as discussions will be had at the meeting in March.

Plumstead Township has submitted a request for Fire Police Assistance for the Blaze of Glory 5K Run scheduled to take place on March 21, 2020.

Mr. Strunk made a MOTION to approve the request for Fire Police Assistance. The motion was seconded by Mr. Courduff and passed unanimously.

The Borough of Sellersville has submitted a request for Fire Police Assistance for traffic control at the St. Patrick's Day Parade scheduled to take place on Saturday, March 21, 2020.

Mr. Strunk made a MOTION to approve the request for Fire Police assistance. The motion was seconded by Mr. Courduff and passed unanimously.

Quakertown Borough has submitted a request for sponsors for the Borough's Annual Community Day (4th of July).

Mr. Strunk made a MOTION to support the Annual Community Day and issue a donation in the amount of \$1,000. Mr. Courduff seconded the motion. The motion passed unanimously.

The County of Bucks Emergency Health Services Year-End Reports have been submitted to the Township and are available for review.

The Bucks County Recorder of Deeds has requested to present the Adopt-A-Book Program at the Board of Supervisors meeting scheduled to take place on June 2, 2020. The Milford Township Board of Supervisors respectfully declines the request.

A letter of appreciation has been received regarding maintenance of open space on Spinnerstown Road. It has been noted that the rapid response given by Jon Roth was very much appreciated.

Trumbauersville Fire Company has submitted an Officer List, Profit/Loss Statement, Financial Statement, and a Year in Review report. The information is available for review at the Township Building. A listing of annual fundraising events that will be made available which consists of hoagie sales, lottery, and Christmas tree sales. It is important to support local fire companies as these sales and events are a significant source of income.

Reports:

Code Enforcement January & February 2020 Departmental Reports- Mr. Vey gave a count of permits issued. In January a total of six permits were issued. One zoning permit, two residential renovation permits, one residential accessory permit, and two commercial permits. A total of four Use & Occupancy permits were issued and four fire inspections performed. In February a total of fourteen permits were issued. Two residential accessory permits, nine residential renovation permits, two zoning permits, and one residential addition permit. Thirteen Use & Occupancy permits were issued, and two fire inspections were performed. Mr. Courduff recognized Nathan Cordero on the amount of fire inspections being performed. Mr. Vey stated Mr. Cordero handles the inspections in a preventative manner.

Public Works February 2020 Departmental Reports- Mr. Winkler reported in February the Public Works Department finished the roof extension on the salt shed. The Public Works Department worked with Dave's Service removing large ash trees in the right-of-way on Carvers Hill Road. The crew worked on the shoulders on Old Woods Road and Wright Road. The ditches on Old Plains Road were cleaned. Potholes have been patched and a day spent replacing road signs. There was no plowing or salting that took place. Mr. Courduff inquired if there are detours involved in the bridge replacements projects. Mr. Winkler stated a closure of Old Woods Road is in place at the Turn Pike end. It was stated that traffic will run from Upper Ridge Road to Allentown Road to Trumbauersville Road. Mr. Courduff stated there may be issues with the detour. Mr. Winkler stated the Turnpike overpass is proposed to stay in place. Mr. Winkler further stated that towards the end of the project the overpass may be closed for 2 weeks. The Finland Bridge is scheduled to be closed from April to November with a rapid bridge replacement. Mr. Vey stated utilities are an issue currently with a November 12th deadline. Mr. Vey and Mr. Winkler have recently attended the pre-construction meeting. Milford Township will be receiving the structural steel from the old bridge and no millings will be donated. Mr. Courduff stated that the County has closed Nursery Road Bridge for 3 years. If the bridge was open it would be beneficial. Mr. Winkler stated an email has been sent an inquiring to repairs of county bridges. A response has not yet been received. Mr. Vey stated when the bridge was 1st closed they provided a traffic count, structural repairs, weight limits and it was found substantial dollars are needed for replacement. The County may be looking at a permanent closure of the bridge. Mr. Courduff would like a letter issued from Milford Township to the County Commissioners requesting the status of the bridge repairs. Mr. Strunk is in agreement of a letter being drafted. Mr. Winkler stated there were problems with the abutments being structurally safe. Mr. Courduff stated an inspection report is received on all other bridges except this one. Requested in the letter should be a request for copies of reports for the Nursery Road Bridge. Mr. Strunk asked Mr. Winkler if the signs have been installed on Mill Pond Road. Mr. Winkler stated the signs have been replaced.

Milford Fire Company Report for January & February 2020- A total of 18 incidents were reported in January 2020. The Fire Department sold the 1979 SS-75 Mack truck along with its rescue tools. The Fire Department continues working on a dual response with Trumbauersville. There were issues with County dispatch which have been worked out. Preplans have been updated and continue to be work on. The Volunteer Fire Department is looking at updating and or purchasing new computers and tablets. Mr. Courduff asked if this was permitted to be distributed out of relief fund. Joe Sink will look into the funding. In February the Milford Township Volunteer Fire Department responded to 19 incidents. The rescue tools on the E-57 were replaced. The Fire Department will be applying for the AFG grant using a writer to help them have a better chance of receiving funding. A discussion was had regarding the need for a generator for the Fire Company. It was decided that Milford Township will loan the money needed to the Fire Company for the purchase of a generator.

Mr. Courduff made a MOTION to approve issuance of a loan in the amount of \$29,875.00 to the Milford Township Volunteer Fire Company for the installation of a 100KW generator. The loan is to be satisfied by August 1, 2022. Mr. Strunk seconded the motion. The motion passed unanimously.

Trumbauersville Fire Company Report for January & February 2020- The Trumbauersville Volunteer Fire Department responded to 11 fire calls and 11 EMS calls in January and 13 fire calls and 9 EMS calls in February. The new CBS was put into service on January 11th. A state grant in the amount of \$14,000 was received.

Park Board Meeting Minutes of February 2020- At the February 12th meeting the Park Board discussed the much needed repairs needed at the Unami Creek Disc Golf Course. Mr. Ducoat walked the trails and found that four to five of the holes are unplayable at this time. It has been recommended that hole #1 be relocated, cutting the hole that goes down sledding hill into 2, and eliminate hole 4, which goes over wetland area. The cleaning up of trees along the Barrell run trail has begun. The replacement of the swing set at Unami Park has been on hold until spring. Mr. Vey stated he will be meeting with Ben Bamhicke to discuss splash pad plans. The Grant Application was turned down. Mr. Winkler is set to go on installation. Mr. Vey and Mr. Winkler made a trip to Montgomery Township to view their Splash Pad and review the procedure on equipment. Milford Township will be using chlorine tabs, which will require a pesticide applicator license. The Public Works staff will take the test as well as hiring a 3rd party contractor. We must ensure that chlorination is being administered properly. Mr. Courduff asked Mr. Clemens if the Park Board was ready to make a recommendation on pickle ball? Mr. Clemens stated the Board is still discussing. Mr. Courduff stated the walking trail behind the Township Building might be a good location for the proposed Dog Park. Mr. Courduff inquired as to the connection with Barrell Run Creek and asked where this stand. It was stated we are waiting to hear back from Richland Township. A memo of understating is currently under review by their solicitor. Mr. Courduff stated an email has been sent for consideration of a trout fishing day for kiddies. The day would be hosted by the Unami Anglers and sponsored by Milford Township's Park and Recreation. This could be a day out for the kids to enjoy the parks while doing some trout fishing.

Agricultural Security Meeting Minutes of February 2020- Mr. Courduff stated the Agricultural Security Committee met with 2 apiarists at the February 19th meeting. Each of which would like consideration of placing beehives of open space owned by the Township. Mr. Awckland, a Milford Township resident and amateur beekeeper keeps approximately 60 hives. Mr. Tesno owner of Church Lane Apiaries is a commercial beekeeper who moves his hives seasonally from California to Florida to Pennsylvania. Mr. Tesno owns over 1,000 hives and would like to keep 144 in Milford. The Committee recommends allowing the use of selected sites by Mr. Awckland provided insurance/waivers and other condition set forth by the Milford Township Board of Supervisors. The Committee does not endorse the request of Mr. Tesno for the following reasons: The questionable value of commercial bees, the stresses, supplemental feeding, short stay, and possible diseases.

Mr. Courduff made a MOTION to approve Mr. Michael Awckland to utilize select Township owned Open Space for the keeping of bees provided that insurance/waivers are provided. The motion was seconded by Mr. Miner and passed unanimously.

Managers Report-Elected Auditors Meeting Minutes- Mr. Vey stated a meeting of the Elected Board of Auditors was held on January 7, 2020 where they set the pay rate for any supervisor who performs work for the township. The meeting minutes are available for review.

Disc Golf- Mr. Vey presented the recommendation by the Park and Recreation Board regarding the reconfiguration of holes at the Disc Golf Course located at Unami Park, an aerial plan of such was presented. It is recommended tee #1 be placed near the existing spruce trees with the basket near the existing backstop. A new basket location for hole #2 and a new tee location for hole #3, which removes the greatest potential of environmental impact, be considered.

Ms. Nancy Gill of Allentown Road stated the course was originally placed in the environmental sensitive area. She further stated that many of the holes are still located in wet areas. Most courses are placed in open space with few obstacles. This course is extremely difficult and requires extra maintenance. Ms. Gill would like to see the Unami more of a nature area, rather than the township spending money to make repairs. Mr. Clemens stated the Milford Course was one of the most challenging courses around. Hurricane Sandy's damage was quite extensive. The course as it is currently proposed will be a challenging course again. Mr. Clemens stated keeping the course away from trail will make it safer. Ms. Gill asked how money has been spent and how much more money is needed to make this work. Mr. Clemens stated all the work performed thus far has been done as volunteer work.

A MOTION was made by Mr. Courduff to accept the changes made to the Disc Golf Course by the Park and Recreation Board. The motion was seconded by Mr. Miner and passed unanimously

Mr. Vey stated a request has been made by Quakertown Borough to consider issuing a letter of support for the revitalization of Panther Playground. The revitalization of the playground will not only support Quakertown but also Milford Township.

Mr. Courduff made a MOTION to approve the issuance of a Letter of Support for the revitalization of Panther Playground. Mr. Strunk seconded the motion and the motion passed unanimously.

Portzer Road and Old Bethlehem Pike Reimbursement Agreement Amendment- Mr. Vey reports the engineering design of the roundabout has reached the final engineering design phase. Milford Township was to serve as a bridge for financing to keep the roundabout project moving forward. The project was then put on hold. In the meantime, financing has been found where Milford Township will take not risk. The roundabout has the potential for construction to begin in 2021. Mr. Vey presented the Board of Supervisors with proposed Amendment No. 2 to the Reimbursement Agreement by and between Milford Township and the Commonwealth. The Amendment represents a cost sharing of \$1,409,000 Federal, \$1,217,000 State, and \$0 Municipal.

Mr. Courduff made a MOTION to approve Resolution No. 2020-06, Portzer Road and Old Bethlehem Pike Intersection Improvement, Amendment No. 2 to Reimbursement Agreement #R17060001. Mr. Strunk seconded the motion. The motion passed unanimously.

Disposal of Tax Record- Betsy Moyer, Tax Collector has requested to the disposition of tax records. The records include Tax Certifications from 2014-2016 along with residential payment receipts from 2014-2016. The disposition of these records follows the guidelines of the Municipal Records Manual issued from the County Records Committee.

Mr. Strunk made a MOTION to approve Resolution No. 2020-07, The Disposition of Tax Certifications from 2014-2016 along with Residential Payment Receipts from 2014-2016. The motion was seconded by Mr. Mininger and passed unanimously.

Authorization of Contribution to Fire Companies- Milford Township Volunteer Fire Company annual contribution in the amount of \$28,000 with a quarterly payment of \$7,000 and a one-time equipment purchase allocation in the amount of \$12,600. Trumbauersville Volunteer Fire Company annual contribution in the amount of \$14,000 with a quarterly payment of \$3,500 and a one-time equipment purchase allocation in the amount of \$6,200. Richland Township Fire & Rescue Company annual contribution in the amount of \$2,800 with a quarterly payment of \$700 and a one-time equipment purchase allocation in the amount of \$1,200.

Mr. Courduff made a MOTION to approve the Authorization of Contributions to the Local Fire Companies. Mr. Mininger seconded the motion. The motion passed unanimously.

Senior Center- A request for a \$500 monthly payment was made to aid in the support of the seniors who rent the Milford Township Volunteer Fire Company.

A MOTION was made by Mr. Courduff to approve payment to the Milford Township Volunteer Fire Company. The motion was seconded by Mr. Mininger and passed unanimously.

Mr. Vey has requested authorization to execute a Lease Agreement for 1885 Trumbauersville Road (Wonsidler Property). Monster Tree will be the Lessee. Monster Tree has obtained the necessary approvals from the Milford Township Zoning Hearing Board for a change in nonconforming use. An amount of \$2200 a month rent has been discussed and found acceptable by the lessee. This amount will incorporate the yearly taxes on the property.

Mr. Courduff made a MOTION to approve the execution of the lease by and between Milford Township and Monster Trees. The motion was seconded by Mr. Strunk and passed unanimously.

Mr. Vey stated the Derby property, TMP# 23-010-093, located on Bleam Road, has been offered to the Township through a Deed of Dedication. Title work has been put together. The taxes on the property are minimal. Ms. Harper stated in-lieu of condemnation, if accepted as a gift the transfer tax will be eliminated.

Mr. Strunk made a MOTION to approve the Deed of Dedication for the Derby property, TMP# 23-010-093, located on Bleam Road by Resolution No. 2020-08. The motion was seconded by Mr. Courduff and passed unanimously.

Mr. Vey seeks authorization to issue correspondence (a copy of which is attached) to Richland Township regarding the concept of prohibiting trucks of Portzer Road and Pumping Station Road. Mr. Strunk stated trucks are continuously going off the side of the road on Portzer Road creating damage. It was stated that restricting trucks would add additional traffic and turning movements at Pumping Station and 309, 309 and 663, and 663 and Hickory, which is undesirable. Mr. Vey stated with the improvements made to Portzer Road and Route 663 and the installation of the proposed roundabout, the

damages being made should cease. Mr. Vey further stated the installation of the roundabout is being pushed hard due to problems on Pumping Station Road.

Mr. Strunk made a MOTION to approve authorization of correspondence regarding prohibiting trucks on Portzer Road. The motion was seconded by Mr. Courduff and passed unanimously.

Mr. Valentine of the Milford Trumbauersville Area Sewer Authority reports an award was granted to MTASA for the rebuilding of clarifiers #1 & #2, which will help with surge flows. Last year the flow equalization was rebuilt and realigned. There has been clearing of the easement close to the plant. Manholes have also been repaired. No cracks or evidence of problems were found and there was no root penetration into the manholes. To date no new applications have been received. A Post Card, for planning purposes, has been received for the proposed Quaker Pointe Hotel. The yearly capacity report has been issued. The Sewer Authority is currently operating at 4800 EDU's with additional available. Currently 642 EDU's are out with nothing attached to them. Minutes of meetings will be sent to Township.

Conditional Use Hearing:

LifeQuest/Milford Village, Fifth Revised Unified Master Plan, John Fries Highway, TMP# 23-010-175-001, 23-010-179, 23-015-121, 23-015-115-004, 23-015-115-005, 23-015-100-002, 23-015-099-004, 23-015-099-005, 23-015-099, 23-015-100, 23-010-177, 23-010-176 and 23-015-115-003:

By letter dated February 26, 2020 the applicant, LifeQuest, has requested a time extension for review and action until June 5, 2020.

Mr. Vey presented to the Board a letter which has been drafted and offered for approval of distribution. The letter offers guidance to all owners of the subject properties, regarding access points, signalization with traffic adaptive controls, and submission of future land development plans. The Master Plan is a score card in which to follow direction to which Mr. Andersen agrees. Mr. Andersen stated over the years there have been many changes from the developer in presenting uses to the Township. Driveways were designed where uses have since changed. A discussion was had regarding the need for a signalized intersection, like that at Commerce Drive, St. Luke's, and Portzer Road, in the area of the proposed apartment complex. Mr. Courduff asked if the letter should contain more information. Mr. Andersen stated he did not feel it necessary.

Mr. Strunk made a MOTION to approve distribution of a letter to all property owners involved regarding the LifeQuest Master Plan. The motion was seconded by Mr. Courduff and passed unanimously.

Land Development:

A waiver of Land Development has been requested from Providence Presbyterian Church, located at 2200 Krammes Road, TMP# 23-002-070-004. The applicant proposes to construct a lower level entryway to the existing building along with an elevator and stairwell. With the proposal having minimal impact the Board of Supervisors granted the waiver request.

Mr. Strunk made a MOTION to approve the waiver of Land Development requested by Providence Presbyterian Church for the property located at 2200 Krammes Road, TMP# 23-002-070-004. The following conditions shall apply: The applicant is to adhere to the regulations set forth in the Uniform Construction Code, as adopted, as well as obtaining all required outside agency approvals. Mr. Courduff seconded the motion. The motion passed unanimously.

Escrow Release:

None

Public Comments:

None

Adjournment:

Mr. Stunk adjourned the Public Meeting at 8:44 p.m.



Milford Township

Board of Supervisors

2100 Krammes Road, Quakertown, PA 18951
(215) 536-2090 (215) 529-9127 – fax

Richland Township Board of Supervisors
1328 California Road
Quakertown, PA 18951

March 3, 2020

Gentlemen,

When previously presented with the concept of prohibiting trucks on Portzer and Pumping Station Road, the Milford Township Board of Supervisors had a number of concerns and asked for clarification on truck length.


A major concern of Milford's Board is that trucks move products that underlie our economy. Restricting trucks would add additional traffic and turning movements at Pumping Station and 309, 309 and 663, and 663 and Hickory which is undesirable.

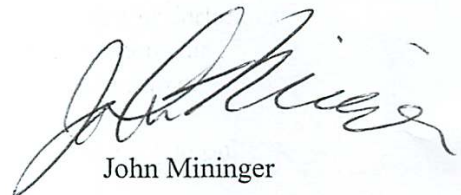
A truck driver following GPS may easily find out truck restrictions too late only to be fined as a deterrent that forces trucks through Trainer's Corner.

Improvements were made to Portzer and Rt. 663 and are in the process for the roundabout at Portzer/Old Bethlehem. Are there any plans to upgrade Pumping Station or is prohibition of trucks intended as the ultimate goal?

Sincerely,


Tom Courduff


Charles Strunk


John Mininger

Milford Township Board of Supervisors' Minutes
April 7, 2020 - 7:00 pm

The April 7, 2020 Board of Supervisors Meeting was held via telephone conference. Present was Charles Strunk, Chair; Thomas Courduff, Vice Chair; John Mininger, Supervisor; Jeffrey Vey; Township Manager; Devan Ambron; Secretary-Treasurer; David Winkler, Public Works Road Master, and Catherine Harper; Township Solicitor.

Awarding of Bids

Bid Package 1- Approximately 14,100 SY Ultra Thin Bonded Wearing Course Gradation B, SRL-H, PG64S-22 applied complete in place as per Penn Dot 408 Section 489; Approximately 15,000 lbs ASTM D 6690 Type II Rubberized Crack Seal installed complete in place as per Penn Dot Pub 408 Section 469; Approximately 400 gallons Right Point-Pave Patch (or Penn Dot equivalent). Milford Township has the option to extend the awarded contract for a period of 3 years, renewable in one-year increments. Asphalt Maintenance Solutions, LLC submitted the only bid for this project.

Mr. Courduff made a **MOTION** to award Bid Package 1 to Asphalt Maintenance Solutions, LLC with a total bid in the amount of \$144,468.00. Mr. Mininger seconded the motion. The motion passed unanimously.

Bid 1A- Approximate quantities of road material aggregates - 1,000-tons #4, 600-tons #2A, 500-tons #2B, 300-tons R-4, 200-tons R-5, 800-tons 1-B washed, 800-tons 1-B. Highway Materials submitted the only bid for this project.

Bid 1B- Approximate quantities of Warm Mix Asphalt (PG64-22WM4) – 400 tons 25mm 0 < .3, 300 tons 19mm 0 < .3, 2,500 tons 9.5mm 0 < .3. Highway Materials submitted the only bid for this project

Mr. Courduff made a **MOTION** to award Bid 1A and Bid 1B to Highway Materials with a bid price of \$38,400.00 for Bid 1A, and \$162,115.00 for Bid 1B. Mr. Mininger seconded the motion. The motion passed unanimously.

Bid 3- Rental of Paving Equipment and laborer(s), approximately 60 hours. A total of two bids were received, PK Moyer and Sacks & Son. PK Moyer with a total bid price of \$76,700 and Sacks & Son with a total bid price of \$72,990. Mr. Winkler stated work on AM Drive was performed by Sacks & Sons last year and he was very happy with the work. Mr. Winkler recommends the bid be awarded to Sacks & Son.

Mr. Mininger made a **MOTION** to award Bid 3-Rental of Paving Equipment, to Sacks & Son with a bid amount of \$72,990. Mr. Courduff seconded the motion. The motion was passed unanimously.

Bid 6- Truck Mounted Road Sealer with Operator or Equivalent, approximately 40 hours, contract renewal 3 of 3

Mr. Courduff made a **MOTION** to award Bid 6-Trunk Mounted Road Sealer with Operator contract renewal 3 of 3 to Asphalt Maintenance Solution, LLC with the bid amount of \$14,000. The motion was seconded by Mr. Strunk and passed unanimously.

Bid 8- Equipment rental for oil and chip, approximately 20 hours, contract renewal 3 of 3

Mr. Courduff made a **MOTION** to award Bid 8-Equipment rental for oil and chip, contract renewal 3 of 3 to Asphalt Maintenance Solutions, LLC with the bid amount of \$30,900. The motion was seconded by Mr. Strunk and passed unanimously.

Public Comments

Public comment was offered via email correspondence. No public comment was received.

Adjournment

Mr. Strunk adjourned the meeting at 7:19 p.m.

Milford Township Board of Supervisors'
Meeting Minutes of May 5, 2020
7:00 P.M.

Attendance: Supervisors present was Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present was Jeffrey Vey, Township Manager; Devan Ambron, Secretary; Kate Harper, Township Solicitor; and Pete Andersen; Township Engineer.

Approval of Minutes: Mr. Strunk stated correspondence dated March 3, 2020 from Milford Township to Richland Township addressing truck traffic on Portzer Road should be added to the March 3, 2020 meeting minutes. Mr. Courduff made a MOTION to approve the March 3, 2020 and April 7, 2020 meeting minutes. Mr. Strunk seconded the motion. The motion passed unanimously.

Financial Reports: By MOTION made by Mr. Strunk, seconded by Mr. Courduff, and passed unanimously the Treasurer's Reports dated February 2020 and March 2020 were approved.

Mr. Strunk made a MOTION to approve the Bills List of May 5, 2020. Mr. Courduff seconded the motion. The motion passed unanimously.

Reports: Managers Report- Mr. Vey stated the owners of 1345 Zipp Road, Timothy Walczak and Maria Borga, have requested to construct a shared driveway with the neighboring property owners, Seth Grater and Allison Kulp. The proposed driveway is to be constructed on a portion of the currently vacant parcel, TMP# 23-001-112-003, belonging to Mr. Granter and Ms. Kulp. Both property owners will execute a maintenance agreement and have an easement drawn up and recorded. Mr. Winkler stated he sees no issues with the proposal. Mr. Courduff stated a shared driveway agreement, for maintenance purposes, would be required to be executed by all parties.

Mr. Strunk made a MOTION to approve the shared driveway request for the properties located along Zipp Road, TMP#'s 23-001-112 and 23-001-12-003, with the condition a shared driveway maintenance agreement be executed by all parties and found to be satisfactory by the Township. Mr. Courduff seconded the motion. The motion passed unanimously.

Awarding of Bid 2- Bid 2 consists of approximately 23,533 square yards of Type II Slurry Seal. The Type II Slurry Seal will be applied over a fresh chip sealed surface on Milford Square Pike. One bid was received from Asphalt Maintenance Solutions, LLC with a bid total of \$65,421.74.

Mr. Strunk made a MOTION to award Bid 2-Type II Slurry Seal, to Asphalt Maintenance Solutions, LLC with a bid total of \$65,421.74. The motion was seconded by Mr. Mininger and passed unanimously.

Approval of Splash Pad Resolution(s)- Mr. Vey stated two grant applications have been submitted to the Department of Conservation and Natural Resources (DCNR) for the construction of a Splash Pad at Molasses Creek Park. An application has been submitted for the installation of an expansion to the existing parking lot at Molasses Creek Park and for the construction of a splash pad at Molasses Creek Park. Due to the COVID-19 outbreak resolutions authorizing such application submissions had been postponed. It was stated that the awarding of approved grant applications occurs in October and if approved construction would not begin to take place until Spring of 2021.

Mr. Courduff made a MOTION to authorize the submission of two grant applications to the Department of Conservation and Natural Resources by Resolution Nos. 2020-09, Parking Lot Expansion and 2020-10, Splash Pad Installation, both at Molasses Creek Park, 2175 Krammes Road. Mr. Mininger seconded the motion. The motion passed unanimously.

Mr. Vey stated due to the COVID-19 pandemic it is recommended the penalty accrual deadline date for Milford Township municipal real estate taxes be delayed by 30 days from July 1 to July 31, 2020, with a penalty amount of ten percent (10%). The delay will maintain consistency with the Bucks County real estate tax deadline.

Mr. Strunk made a MOTION to approve Resolution No. 2020-11, Delay of penalty accrual deadline for Municipal Real Estate Tax for the year 2020 to July 31, 2020. The motion was seconded by Mr. Courduff and passed unanimously.

Subdivision: Ms. Harper announced the Milford Township Board of Supervisors has met in executive session to review the draft of Land Development approvals.

SKAOS LLC / Brown Lot Consolidation, TMP #23-015-110-002 and TMP# 23-015-112- The applicant, Sean Smith/Alpas has submitted a Lot Consolidation Plan which includes a proposal to allow for the consolidation of TMP# 23-015-112, 10.18-acre parcel formally known as the Brown parcel, into TMP# 23-015-110-002, Section 6 of Milford Village, creating a total gross acreage of 34.71.

Mr. Courduff asked if compliance with the March 18, 2020 and April 23, 2020 review letters would be met. The applicant's engineer, Marty Smith of Pany & Lentz Engineering, stated compliance with all of the conditions outlined in the review letters would be met. Mr. Courduff stated the Planning Commission had stated the water and utility easements should be provided. Mr. Smith stated an existing Milford Township Water Authority plan shows the easements in detail. The current plan will be revised labeling the easements. Mr. Courduff made mentioned that the existing 100,000-gallon water tank adjacent to the former Brown property may be dismantled in the future. The easement was created to install water lines to serve Tohickon Elementary School. Mr. Strunk stated the Milford Township Water Authority advised him that the easement(s) carry with the land. Mr. Smith stated he would revise the plan noting that all rights remain with the existing easement. There were no further comments at this time.

Mr. Courduff made a **MOTION** to approve Resolution No. **2020-12**, granting Preliminary/Final approval with conditions, to Alpas/SKAOS for a minor subdivision plan review application to consolidate two lots into one 34.71-acre parcel. Mr. Mininger seconded the motion. The motion passed unanimously. The following conditions shall apply:

1. The Plans must be revised to comply with the Andersen Engineering Associates Inc. review letters dated March 18, 2020 and April 23, 2020 expect as modified herein;
2. The Lot Consolidation plan is contingent on the approval of the Fifth Revised Master Plan for Milford Village which incorporates it into the AMU, and any development thereon must be in accordance with the approved Fifth Revised Master Plan for Milford Village and in accordance with the Milford Township Zoning Ordinance creating the Arterial Mixed Use Overlay District in which it is located.
3. Waivers have been granted from the Milford Township Subdivision Ordinance for the following:
 - A. Section 701.b.1 which requires that all plans with the exception of the site context map be drawn at a scale of 1 inch = 100 feet or larger
 - B. Section 701.e.4 which requires the location, size and ownership of all rights-of-way and/or easements for all drainage, utilities or other purposes.
4. Prior to the recording of a final Alpas & Brown Lot Consolidation Plan, a deed in form satisfactory to the Township Solicitor and Township Engineer, shall dedicate that portion of the right-of-way of Old Bethlehem Pike which is being offered for dedication with this Plan.
5. Prior to the recording of the final Alpas & Brown Lot Consolidation Plan, the Applicant shall pay all costs incurred by the Township in review of this Application, including engineering, legal and administrative costs.
6. At the time the record plans are submitted, the Applicant and/or owner shall submit six (6) paper copies of the record plan, all fully executed by the appropriate entities in black ink. The owner's block and notary acknowledgement shall show the correct owner of record and that the Notary Public signs and seals (both stamped and embossed) all copies of the plans. All signature blocks shall appear in the same location on each page requiring signature. In addition, Applicant will provide the plans and information contained in the plans in a digital format to the Township and to the Township Engineer. The Township Engineer shall review the complete set of record plans and stamp them, certifying that they have met the conditions for approval and may be recorded.

Conditional Use Hearing: LifeQuest/Milford Village, Fifth Revised Unified Master Plan, John Fries Highway, TMP# 23-010-175-001, 23-010-179, 23-015-121, 23-015-115-004, 23-015-115-005, 23-015-100-002, 23-015-099-004, 23-015-099-005, 23-015-099, 23-015-100, 23-010-177, 23-010-176 and 23-015-115-003. Mr. Martin Smith was in attendance to represent the applicant, LifeQuest. Mr. Bubba, attorney for St. Luke's; Mr. Esposito, attorney for SKAOS, and Mr. Martin a representative of St. Luke's were present. No other parties were present. Ms. Harper opened the continuation of the Conditional Use Hearing at 7:17 p.m.

Mr. Smith gave a brief overview of the proposed plan. The plan was last revised April 8, 2020. The revision of the plan incorporated the proposal for Alpas/SKAOS on Section 6 as well as the Mill Hill Road east extension. The update also included Section 9A as well as an update of Section 1 and incorporated two other former residential lots that were along the former Mill Hill Road. Ms. Harper asked Mr. Smith if he received the review letters prepared by the township engineer. Mr. Smith stated he had. Mr. Harper then asked Mr. Smith if he received a draft copy of the proposed decision order for this Conditional Use Hearing. Mr. Smith stated he had which he has reviewed. Ms. Harper asked Mr. Smith if he had any

questions or concerns with the order to which Mr. Smith replied he does not. Mr. Smith stated the Applicant, LifeQuest is willing to accept the conditions found in the order.

At this time the hearing was open to questions/comments. Mr. Courduff asked Mr. Smith if Mill Hill Road east is proposed as a private road and if so, if that would constitute a land development plan being submitted. Mr. Smith stated regardless of the ownership of the road, the stormwater management has been designed to account for the impervious surface area such as road impervious and sidewalks. Mr. Strunk asked Mr. Smith what the proposed width of the road is. Mr. Smith replied the current design has the road width at 36 feet. Mr. Smith stated a land development plan has been submitted to the township for the Mill Hill Road east extension and driveway G. The plan also includes the utility extensions for the sanitary sewer and the water system to serve Section 6. Mr. Courduff asked Mr. Smith if the water authority and/or sewer authority would seek easements. Mr. Smith stated he would imagine easements would be created. Mr. Courduff said he suspects if any issues arise the individual authorities would address them. Mr. Courduff inquired if the current terminus of water and sewer is in the calculations as far as extending water and sewer service up to Section 6 and if funding for the extension is in place. Mr. Smith answered that yes, the sewer will have to extend to Section 6 from St. Luke's. Some of the sewer will also be installed in Mill Hill Road east extension to serve Section seven, eight and nine. The water line will be extending from its terminus at LifeQuest Drive, Mill Hill Road intersection and extend through Section six all the way out to Old Bethlehem Pike. Mr. Courduff asked if the water authority's calculations are for pressures and all the other issues revolving about water service, including fire fighting, are predicated on a dual conclusion, or dual points of service. Mr. Smith stated the water authority's engineer has modeled it for us with those connections and the system works. Mr. Courduff asked Mr. Smith if he has met with the Chief of the volunteer fire department to go over the placement of fire hydrants? Mr. Smith said he has and he will address further with the land development review. Mr. Smith asked Ms. Harper if the easements would be required to be in place before the plans are recorded. Ms. Harper stated per condition number eight in the order, the plan shall be revised to show how public water and sewer service will be provided to each lot.

Ms. Harper asked if anyone else had any questions at this time. Mr. Esposito said he wanted to state on record that he has reviewed the conditions in the order as well and Sean Smith and SKAOS are okay with the conditions listed. With there being no further questions or comments at this time the hearing was closed at 7:37 p.m.

Mr. Courduff made a MOTION to approve the Conditional Use Application of LifeQuest, Fifth Revised Unified Master Plan, for the premises known as Milford Village Center fronting John Fires Highway, Mill Hill Road, Portzer Road and Old Bethlehem Pike. The motion was seconded by Mr. Mininger and passed unanimously.

Land Development:

SKAOS LLC, Alpas Wellness Campus at Milford Village, TMP# 23-015-110-002, 2460 John Fries Highway, Preliminary Plan of Land Development – Wellness Center and Memory Center. Mr. Marty Smith of Pany & Lentz Engineering gave a brief overview of the proposed land development plan, which consists of a 45,000 square foot memory care facility with an administrative office and utility building and a 70,000 square foot wellness center in Section 6 of Milford Village. The Applicant is currently seeking Preliminary Plan approval for the wellness center only. The original intention was to construct all three buildings simultaneously, however; the project will now be phased. Mr. Smith stated during the design phase the square footage of the wellness center was increased to approximately 84,000 square feet and the office building increased to 7,000 square feet. With the increase in impervious surface coverage, the property will remain in compliance with the allowable impervious surface coverage. Mr. Smith stated the parking area was designed in a way to help preserve the existing trees. Mr. Smith noted that the parking calculations shown on the plan are not clear and will be revised.

Mr. Strunk asked Mr. Smith how the proposed gate at the driveway access on Old Bethlehem Pike would work and what would happen if there were a fire. Mr. Smith stated they are coordinating with the Milford Township Volunteer Fire Department, Code Enforcement, and the applicants architect to develop a feasible plan. A twenty-foot wide access will be provided as well as additional fire hydrants, which will be shown on the Final Plan. Mr. Courduff expressed his concern with access to the private driveway off of Old Bethlehem Pike and stated there is an elementary school located adjacent to the project. Speeding vehicles on Old Bethlehem Pike remains a concern. Mr. Courduff inquired about deliveries that would be made to the property. How would deliveries be made, by FedEx, UPS, or semi-truck? The Board of Supervisors have not seen a plan showing the entrance to the private drive and would like to know if there is enough room for larger trucks. Mr. Smith stated a plan has been submitted to PennDOT for their review, as Old Bethlehem Pike is a state road. He further stated delivery trucks would utilize the private drive for deliveries to the site. Mr. Sean Smith of Alpas added the gates are proposed to reduce the flow of public traffic on the private drive. Service trucks will be instructed to make deliveries to the site via 663. He further stated it is intended that staff and clients of the wellness center would use the private drive. Mr. Courduff asked how delivery personnel would know that deliveries to the site are only to be made via 663 when GPS may

direct them to use Old Bethlehem Pike. Mr. Smith said Alpas would notify them of the delivery instructions and which route to use. Mr. Sean Smith stated the largest truck that he foresees accessing the site would be a box truck, which would make weekly deliveries. Mr. Courduff stated with the amount of traffic utilizing Old Bethlehem Pike he would like to make sure all issues are taken care of. Mr. Smith stated he would forward a copy of the scoping notes from the meeting had with the applicant and PennDOT.

Mr. Vey asked Mr. Smith if the plan is to use Old Bethlehem Pike for an entrance during construction. Mr. Andersen stated he recommends the construction begin on the interior of the site and proceed to the exterior of the site. Mr. Smith said they would probably start construction in the same fashion when Mill Hill Road was utilized. Mr. Smith stated the applicant couldn't be restricted from using access belonging to them.

Ms. Harper asked the Applicant if they have seen and have had time to review the draft resolution for their proposal. Mr. Sean Smith stated he has and is okay with the conditions listed. Mr. Smith stated there is a discrepancy in the square footage listed for the wellness center. The resolution should be updated to state the wellness center is proposed to be 84,000 square feet not 70,000 square feet as listed. Ms. Harper asked the Board of Supervisors if they saw any problems in making this change. All three members stated they saw no problems with the revision of the resolution.

Mr. Courduff inquired as to what the internal trail system will look like and if there would be connections to the exterior trails. Mr. Sean Smith stated he wants to see public interaction with the patients of the memory care facility, however; the patient of the wellness center is opposite when it comes to public interaction. Ms. Sean Smith said he would like to keep the area around the wellness center as secluded as possible. Mr. Sean Smith asked Mr. Courduff what the Board of Supervisors would like to see. It was stated a trail system throughout the site with external connectors would be welcomed. Ms. Sean Smith stated with HIPA regulations and privacy issues a public trail system around and throughout the wellness center will most likely not happen. Future trails around and throughout the memory care facility will be possible to accomplish. Mr. Smith said it would be beneficial to those patients of the memory care to engage in public interaction.

Ms. Harper asked if there were any questions at this time. Mr. Bubba of St. Luke's inquired as to what services are actually being provided and if a wellness center fits into the use classification noted on the plan. Ms. Harper stated the applicant had received conditional use approval for the proposed use. Mr. Bubba recommended condition #7 on the order be revised to reference such. Mr. Bubba asked if the proposed wellness center was circular. Mr. Smith replied that yes, the wellness center and the memory care are both circular. Mr. Bubba stated the current land development plan shows the proposed memory care facility and if this was the final step needed for the memory care. Ms. Harper stated that no approvals have been granted for the memory care. Mr. Smith stated the memory care facility is shown on the plan but is not included as part of the current plan review. As stated previously this evening, the project is to be built in phases, phase I will be the wellness center. There were no further questions or comments at this time.

Mr. Courduff made a **MOTION**, seconded by Mr. Mininger and passed unanimously, to approve Resolution No. **2020-13** for preliminary approval of land development plans with conditions for the Alpas wellness community in Milford Village Section 6. The motion was seconded by Mr. Mininger and passed unanimously. The following conditions shall apply:

1. The plans must be revised to be consistent with an approved Fifth Revised Master Plan for the Milford Village AMU site before final approval
2. The plans must be revised to be consistent with approved plans for the road presently called Mill Hill Extension East, which is to be a private road owned by the landowners in Milford Village, and not dedicated to Milford Township, and named as "Mill Hill Road East" or with a name suitable for the site and acceptable to the Board of Supervisors of Milford Township on the final plans.
3. For final approval, the plans must be revised to show that the proposed lot consolidation which affects Milford Village Section 6, and which has been referred to as the "Alpas & Brown Lot Consolidation Plan" has been approved by the Milford township Board of Supervisors before final approval of the Section 6 Land Development Plans, and in accordance with the recommendation of the Bucks County Planning Commission, trails shall be added at appropriate locations on site with connections to Milford Township trails off site.
4. Before final approval, the plans must be revised so that access into and out of the site is consistent with an approved Master Plan for the Arterial Mixed Use Overlay District site, and that the roadway shown on the plans as "Driveway B", fronting on the John Fries Highway, State Route 663, not be utilized for access to Section 6 as the location and design of the roadway have not been approved by Milford Township.
5. Before final approval, the plans must be revised to show access and egress for the Section 6 site, from "Mill Hill Road East" on the Plans, a private roadway given that name or another name consistent with the site and acceptable to the Board of Supervisors. As a condition of final approval, the Applicant will be required to post financial security for any and all public improvements, including but not limited to "Mill Hill Road East", and the roadway marked "Driveway G" which must also be given a road name acceptable to the Board of Supervisors.

6. The final plans must be revised to be consistent with the conditional use approval granted by the Milford Township Board of Supervisors, June 4, 2019.
7. Prior to final approval, the plans must be revised to comply with the review letters of the Township Engineer, Andersen Engineering Associates, Inc. dated March 17, 2020, March 18, 2020 (Consolidation Plan), March 19, 2020 and April 17, 2020 (relating to the "Mill Hill East Extension"), March 26, 2020, April 17, 2020 (regarding fire access required), April 23, 2020, and any review letters regarding stormwater management.
8. Before final approval, the plans must be revised to show an easement to discharge stormwater from the site onto other properties in Milford Village, by recorded easement, and the Applicant must produce and record an easement allowing for the discharge of stormwater prior to recording final plans.
9. Prior to receiving final approval, the Applicant must show that the Milford Township Trumbauersville Area Sewer Authority has capacity and will service the development with public sewer service, and that the Milford Township Water Authority has capacity and will serve the development with public water service; prior to recording final land development plans, agreement with the Milford Township Trumbauersville Sewer Authority and the Milford Township Water Authority must be executed and delivered to Milford Township.
10. Final approval of land development plans for Section 6 will be conditioned upon approval of outside agencies necessary for the development, including but not limited to the Bucks County Conservation District, the Pennsylvania Department of Transportation, and the Pennsylvania Department of Environmental Protection.
11. Final approval of land development plans for Section 6 will be conditioned upon being revised to show how the site will be served by public water and public sewer, and construction sequencing details that show how construction vehicles will access the site.
12. The conditions of the conditional use approval of June 4, 2019 are incorporated herein as fully as though set forth verbatim.
13. No waivers are intended to be granted from any requirement of the Milford Township Subdivision and Land Development Ordinance. Prior to final approval, the applicant shall submit a list of waivers requested.
14. Prior to receiving final approval, the plans must be revised so that all easements, notes, restrictions, and references shall be in a form acceptable to the Township Solicitor and the Township Engineer.
15. This preliminary approval for the ALPAS Wellness Community as part of Milford Village Section 6, will expire in two (2) years from the date of this Resolution if plans for final land development approval are not submitted, unless extended in writing by the Township.
16. If an appeal is not taken from the approval of this Resolution within thirty (30) days of the date it is approved, the Applicant will be deemed to have accepted these conditions.

Public Comments: No public comment was received.

Adjournment: With there being no further business, Mr. Strunk adjourned the May 5, 2020 meeting at 8:14 p.m.

Milford Township Board of Supervisors
Meeting Minutes of June 3, 2020
7:00 P.M.

Attendance: Supervisors present was Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present was Jeffrey Vey, Township Manager; Devan Ambron, Secretary; Kate Harper; Township Solicitor; and Pete Andersen; Township Engineer.

Mr. Strunk, Chairman, called the June 3, 2020 Board of Supervisors meeting to order at 7:01 p.m.

Approval of Minutes: Mr. Courduff made a MOTION to approve the minutes from the May 5, 2020 Board of Supervisors meeting. Mr. Mininger seconded the motion. The motion passed unanimously.

Financial Reports: By MOTION made by Mr. Strunk, seconded by Mr. Courduff, and passed unanimously the Treasurer's Reports dated February 2020 and March 2020 were approved.

Mr. Stunk made a MOTION to approve the Bills List of June 3, 2020. Mr. Courduff seconded the motion. The motion passed unanimously.

Announcements:

Zoning Hearing Board- The Milford Township Zoning Hearing Board will meet on Tuesday, June 9, 2020 at 7:00 p.m. to consider the following:

The application of Cameron Fowler for a Variance/Interpretation from Section 404.H2, to allow the construction of a storage building at 2,400 square feet with a maximum height of 23 feet 4 inches where 18 feet is permitted. The property is located at 2235 Steinsburg Road, TMP# 23-002-076, in the RD Zoning District. Mr. Strunk asked Mr. Cordero if the applicant is proposing any stormwater management controls. Mr. Cordero responded that stormwater management will be discussed at the Zoning Hearing Board Meeting, and that the property is fairly good sized. Mr. Stunk stated a rain garden may be a good option.

The application of Samantha Butler for a Variance from section 404.H2(g) to allow the construction of a swimming pool 10 feet from the property line where 25 feet is required. The property is located at 1759 Everly Way, TMP# 23-027-067, in the SRM Zoning District. Mr. Courduff inquired as to the size of the proposed pool and asked if the neighboring property also has a pool, as there are concerns with the backwashing of the pools.

The application of Alan and Andrea Getty for a Variance from Section 404.H2(g) to allow the construction of a storage building at 1,768 square feet with a maximum height of 22 feet 3 inches where 18 feet is permitted. The property is located at 2084 Portzer Road, TMP# 23-019-004, in the SRL Zoning District. Mr. Mininger stated the height of the proposed storage building would not have any interference with the airport requirements nor does there appear to be any encroachments present.

Correspondence:

Mr. Mininger presented the Bucks County Airport Authority Minutes of April 8, 2020. The project pertaining to the clearing of trees at the newly acquired Bernabei property located at 2255 Milford Square Pike is still underway. The clearing of the most obstructive trees will be performed in the area of runway 1-1. Once complete lower growing trees will be planted.

Reports:

Code Enforcement: Mr. Cordero presented the Code Enforcement Report for May of 2020. A total of fifteen permits were issued. Three zoning permits, four residential renovation permits, one residential addition, three residential accessory permit, and four commercial permits. A total of eleven Use & Occupancy permits were issued and no fire inspections were performed due to Covid-19. Mr. Cordero stated fire inspections would begin to be scheduled again in July.

Public Works: Mr. Winkler presented the May 2020 report. Asphalt Maintenance Solutions completed oil and chipping n Titlow, Bleam, Mill Hill, and Milford Square Pike. A large dead ash tree was removed on Brinkman Road. Blooming Glen Contractors delivered millings from the Turnpike project. Stumps were grinded and areas where trees were removed were re-seeded in the Milford Square Estates. Dave's Services helped to remove large dead ash trees that were leaning over private

property on Mill Valley. Mr. Courduff stated there has been a lot of effort working on the topsoil on the Blough Farm. Mr. Courduff asked where the topsoil would be stored. Mr. Winkler said the topsoil would be stored in the old salt shed to ensure we always have dry topsoil on hand.

Mr. Vey stated a 2005 John Deere garden tractor was sold for \$1,100 through Municibid. A Kubota was also listed for sale but failed to meet the reserve bid of \$7,000. A bid in the amount of \$4,100 was received. Mr. Strunk recommends the ad be run again late summer or early in the spring.

Managers Report: Mr. Vey stated he has received a request from a resident on Old Bethlehem Pike that something be done regarding the noise created from truck jake-brakes as well as the size of trucks traveling on Old Bethlehem Pike. It was stated that Old Bethlehem Pike is a PennDOT owned/maintained road and Milford Township would need to request a study be performed. Mr. Vey stated he recommends we request a study be done regarding trucks on Old Bethlehem Pike, between Brick Road and Grant Road.

Mr. Vey reported we are past the Rosenberger Bridge PA bulletin 30- day publication for the Low Volume grant request. Comments have been received from Fish & Boat with a number of items to be addressed. The major item is the matting that is to be used for the control of scouring of the bridge. Fish & Boat does not want anything other than a natural channel. A meeting via Zoom, including Milford Township, DEP, Fish & Boat, Andersen Engineering, and the Conservation District, will be scheduled in the near future. Mr. Courduff asked if this is due to the high quality watershed. Mr. Vey stated the goal to achieve is natural channels at every bridge. Mr. Mininger asked if a November start date would occur. Mr. Vey stated he is hoping for an August start date. Mr. Courduff asked what the requested amount of the grant was. Mr. Vey stated in the area of \$250,000.

Subdivision/Land Development:

Mood, Preliminary Plan of Lot Line Change, TMP#23-015-058 and 23-015-058-005: Mr. Scott Mease of Mease Engineering gave a brief overview of the proposal which includes the conveyance of one acre from the adjoining property, TMP# 23-15-058-055 to property belonging to the applicant, TMP# 23-005-058. After the conveyance the Applicant's property will total 14.675 acres and the neighboring parcel will total 3.851 acres. The intent is to acquire this one-acre to connect two properties belonging to the Applicant. No development is proposed.

Mr. Mease stated the comments found in Andersen Engineering Associates review letter dated May 15, 2020 would be satisfied. Mr. Mease further stated the plan is very straightforward to which Mr. Andersen agreed. The comments found on the Andersen Engineering Associates letter dated May 15, 2020 include the following:

ZONING

Z-1 The plan refers to a 25-foot half width "legal right-of-way" along Brick Tavern Road. The Township should verify that the ultimate right-of-way (25-foot half width) has been dedicated to the Township.

Z-2 These properties were created through a subdivision of land of Roxie Richards in 2011. In addition to the conservation easements shown on this plan, TMPs 23-15-58 and 23-15-58-5 are subject to "On-lot Sewage System Replacement Reserve" easements, and TMP 23-15-58-5 is further subject tot a "Stormwater Management Seepage Area" easement. The locations of these easements, with ties to property corners, should be shown on the plan. A Lot Area Tabulation should be shown on the plan to verify gross and net areas.

Z-3 Section 502e defines "minimum lot areas". For this zoning district, the lot must have at least one acre of contiguous and useable land (land outside of restrictive easements). The plan should be revised to show the size of the contiguous and useable area for TMP 23-15-58-5.

SUBDIVISION

SALDO-1 The applicant has requested a waiver from the following:

- Sections 505,516b, 519, 604d, 608, and 609 which include road widening and the installation of curbs and sidewalks
- Section 520a the planning of street trees
- Section 701e the submission of an Existing Resource and Site Analysis May; and Section 701e2 a map showing features within 400 feet of the property.

SALDO-2 Although we believe there isn't a requirement for "normal" shaped lots, this lot line adjustment creates an odd shape for TMP 23-15-58.

SALDO-3 New legal descriptions for each lot, the parcel to be transferred, and the new conservation easements will be required.

SALDO-4 The plans shall be revised to provide bearings and distances for all of the restrictive easements, especially along the frontage of TMP 23-15-58 and along the easterly side of TMP 23-15-58-5.

Mr. Courduff asked Ms. Harper what her opinion was in granting Preliminary/Final Approval. Ms. Harper stated due to the simplicity of the proposal she would recommend such an approval. Mr. Vey stated the applicant has expressed interest in placing this property into the Agricultural Security Area and will meet the requirements following approval of the proposed lot line change. Mr. Mease stated he was not aware of his client's further intentions with the proposed property. Mr. Courduff stated he has concerns with the number of comments listed on the Andersen Engineering Associates review letter. Mr. Andersen stated the comments are straightforward. The plans must be revised to show all easements on the property.

Mr. Courduff made a **MOTION** to approve Resolution No. **2020-14**, granting Preliminary/Final approval with conditions, to Application of Thomas C. Mood and Matthew T. Mood for a Lot Line Change. Mr. Mininger seconded the motion. The motion passed unanimously. The following conditions shall apply:

LifeQuest, Preliminary Plan of Land Development, Mill Hill Road East Extension, TMP#23-015-115-004, 23-015-115-054, and 23-015-121-Tabled

The Board of Supervisors had a brief discussion regarding traffic along 663 in the area of the proposed. What access should look like in front of the proposed Section 9 was discussed. It was stated that in the past Milford Township has utilized the concept of reverse road frontage, which has worked. The placement of existing traffic signals was discussed as well as proposed traffic signals.

Public Comments: No public comment was received.

Adjournment: With there being no further business Mr. Strunk adjourned the June 3, 2020 meeting at 7:39 p.m.

Milford Township Board of Supervisors
Meeting Minutes of July 7, 2020
7:00 P.M.

Attendance: Supervisors present: Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present: Jeffrey Vey, Township Manager; Devan Ambron, Secretary; David Winkler, Public Works Department; Kate Harper; Township Solicitor; and Pete Andersen; Township Engineer.

Mr. Strunk, Chairman, called the July 7, 2020 Board of Supervisors meeting to order at 7:01 p.m.

Approval of Minutes: Mr. Courduff made a **MOTION** to approve the minutes from the June 3, 2020 Board of Supervisors meeting. Mr. Mininger seconded the motion. The motion passed unanimously.

Treasurer's Report: Having reviewed the current bills list, Mr. Strunk made a **MOTION** to approve invoices for payment, along with the May 2020 Treasurer's Report. The motion was seconded by Mr. Courduff and passed unanimously.

Announcements:

Zoning Hearing Board- The Milford Township Zoning Hearing Board will meet on Tuesday, July 14, 2020 at 7:00 p.m. to consider the following:

The application of David and Jody Falcaro for the property located at 2715 Allentown Road, TMP# 23-005-032. The property is located in the RA Zoning District. The applicants seek a Special Exception from section 804, to allow the extension of a non-conforming structure by constructing a porch roof.

The application of Christian and Kimbralee Haberle for the property located at 2540 Koons Road, TMP# 23-015-029-001. The property is located in the RD Zoning District. The applicants seek a variance from Section 404 A, A1,d and H2i, to allow the construction of a barn located 40 feet from the property line where 100 feet is permitted and to allow a building height of 26 feet where 18 feet is permitted.

The Board members had no comment on either of the Zoning Hearing Board applications.

Conditional Use Hearing:

Response Solutions, LLC, TMP# 23-010-022-004, 2055 Quaker Pointe Drive. The Applicant, Steven Kriebel of Response Solutions, LLC was in attendance to present the application to the Board of Supervisors.

Mrs. Harper opened the hearing at 7:05 p.m. Mr. Kriebel gave a brief description of the building and the proposed use of the building. The building is divided into two sections, 7,500 square feet of office space in the front of the building and 12,500 square feet of warehouse space in the rear of the building. Mr. Kriebel stated the use of the building is to remain the same, office and warehousing. No construction or expansion of the building is proposed.

Mr. Strunk asked if there would be an increase in traffic and if employees report to the warehouse to retrieve work vehicles each day or report directly to the job site. Mr. Kriebel stated employees take company vehicles home and report directly to the job site each day and that he does not anticipate an increase in traffic at this time.

Mr. Courduff inquired as to what size trucks make deliveries to the warehouse, if they would be larger trucks. Mr. Kriebel replied that he is unaware of the type of truck that made deliveries to the property previously, but he sees a straight body box truck making possibly one delivery per day. Mr. Courduff asked if tractor trailers would also be utilized for deliveries to the warehouse. Mr. Kriebel stated he does not anticipate tractor trailers being used to make deliveries to the warehouse. Mr. Courduff asked Mr. Kriebel if he sees any issues with possibly running out of storage space in the future. Mr. Kriebel stated he does not foresee any issues with storage space. Larger items such as utility poles may need to be stored outdoors. Mr. Courduff asked how many utility poles are stored on site. Mr. Kriebel stated between eight and ten. Mr. Courduff asked if the poles would be stored behind the building, Mr. Kriebel stated they would. Mr. Cordero stated the poles must be stored in a fashion that will leave ample room for a fire truck to maneuver around the building. Mr. Courduff asked Mr. Kriebel if there are any new signs proposed. Mr. Kriebel stated no new signs are proposed and he plans to reface the existing sign.

Mr. Courduff inquired as to what type of materials would typically be stored in the warehouse. Mr. Kriebel said they typically store lights, conduit, wire, circuit breakers, and other types of materials typically used for electrical installations. Mr. Kriebel stated there is no storage of hazardous materials.

Mr. Courduff asked Mr. Cordero if he sees any issues with the proposal. Mr. Cordero stated he does not. The use proposed is fairly similar to the previous use of the building. Mr. Cordero stated he has discussed the use at length with the applicant. Mr. Mininger stated he sees no problems with the proposed use.

Mrs. Harper stated the Board of Supervisors has 45-days to make a decision on the Conditional Use Application. If the Board is inclined to do so they may make a motion to approve, with conditions, at this meeting. Mr. Strunk stated he would like to make a motion to approve at this meeting. Mr. Courduff stated the application is straightforward and he agrees a decision can be made this evening. There were no further questions or comments at this time.

Mr. Courduff made a **MOTION** approve the Conditional Use Application of Response Solutions, LLC, for the property located at 2055 Quaker Pointe Drive, TMP# 23-010-022-004, for an Office/Warehouse use, as permitted in the PC Zoning District by Conditional Use approval. The motion was seconded by Mr. Mininger and passed unanimously.

Subdivision/Land Development:

Quaker Pointe Drive Hotel, LLC, TMP# 23-010-021-001, 1915 John Fries Highway-Tabled

Williams-Roth Subdivision, TMP# 23-010-050, 1908 Allentown Road-Tabled

Correspondence:

Windy Springs Farm, 1845 Myers Road, has requested the inclusion of TMP# 23-015-058, 2151 Brick Tavern Road, property belonging to Thomas and Matthew Mood, in the Agricultural Security Area of Milford Township. Mr. Vey stated the Moods have recently acquired additional land through a minor subdivision with the adjoining property owner giving them the necessary acreage to participate in the Agricultural Security Area. The township is currently due for a seven-year review of the ASA. The recently submitted request by the Moods will be included with the review of the Agricultural Security Area. The required advertisement and review period will be determined and observed.

Mr. Mininger presented the Bucks County Airport Authority Minutes of May 13, 2020. Tree obstruction removal has been done on the recently acquired property located at 2255 Milford Square Pike. A more extensive tree obstruction clearing project will begin this fall. The clearing will be done on township owned property where the Airport Authority has an easement. Following the tree clearing an extensive replanting will begin. Detailed plans for the replanting are underway at this time with replanting to begin in the spring of 2021. Mr. Vey stated the proper procedure for the proposed work on township owned property would be to present the proposed plan to the Board of Supervisors for approval at a public meeting.

Mr. Vey reported the Quakertown Area Planning Committee minutes of May 12, 2020 are available for review. The annual transportation meeting was discussed at the May 12, 2020 QAPC meeting along with a review of the Alpas Wellness Center and the Mill Hill Road East Extension.

Richland Township has requested Fire Police assistance to assist Shelly Fire Company for their Steak Sandwich sales events being held on July 17, August 21 and September 25th.

Mr. Strunk made a **MOTION** to approve the request for Fire Police assistance to Shelly Fire Company for their sales event. Mr. Courduff seconded the motion. The motion passed unanimously.

Mr. Vey presented the Milford Trumbauersville Area Sewer Authority meeting minutes of February and May 2020. The 2019 Chapter 94 report was discussed by the Milford Township Area Sewer Authority at the May 2020 meeting. The minutes stated that a high bio-oxygen demand influent was reported, and exceeds the allowable limits. Mr. Koenig stated that a mistake could have been made due to the change in the way Suburban Labs processes the BOD tests. Mr. Courduff stated the Board should be concerned with organic overload and this matter should be looked into further and answers given. There are substantial proposals of land development along Route 663. Mr. Strunk asked Mr. Courduff how he feels the situation should be handled. Mr. Courduff said he would like a response from the sewer authority clarifying why the Chapter 94 from 2019 is being addressed in May of 2020 and if the organic overload from January was from Chapter 94 of

2019 or a monthly discharge monitoring report. Mr. Courduff recommends Andersen Engineering write a letter to the sewer authority asking for clarification of the reported high level of organic overload.

Mr. Vey presented the year to date meeting minutes of the Milford Township Water Authority. A number of escrow releases have been requested and approved. A leak in a valve at Willow Stream was repaired. The bolts on the valve disintegrated causing the leak. Mr. Andersen clarified that the valves in question are not located on fire hydrants but on the bonnet located on the top of the valve where the bonnet is attached to the valve. Mr. Andersen explained the valve manufacturers changed the material used to make the bolts a number of years ago. The bolts have been deteriorating, possibly from road salt, causing the bonnet to “blow”, and resulting in flooding and severe road damage. The manufacturers have since changed the material used to make the bolts, but the inferior bolts have been installed throughout the water system. Mr. Andersen stated this is not just affecting Milford Township it is affecting a lot of other water suppliers in numerous states. Mr. Strunk stated he believes the valves have been coated with epoxy so there is no electrolysis occurring in the valve itself. Mr. Courduff asked if the bolts are coming from one manufacturer. Mr. Andersen stated the bolts are used by multiple manufactures. Mr. Vey asked if an evaluation plan has been put in place. Mr. Andersen stated Mr. Koenig was to investigate the issue. Mr. Andersen will look into the matter to determine if a replacement plan has been put in place.

The Trumbauersville Fire Company Financial Statement of 2019 is available for review at the Township Building.

Reports:

Code Enforcement: Mr. Cordero presented the Code Enforcement Report for June of 2020. A total of fifteen permits were issued; two zoning permits, one residential renovation permit, eleven residential accessory permits, and one commercial permit. A total of ten Use & Occupancy permits were issued. Two Zoning Hearing Board Applications were received. No fire inspections were performed in June. Mr. Cordero stated he anticipates fire inspections to resume in July.

Public Works: Mr. Winkler presented the June 2020 report. The public works department began the month working at Milford Square Estates. The crew removed brush, ground up stumps, and cleaned out the basin. Base repairs were made on Clover Mill and curbing was repaired along the open space. AMS complete the installation of Type 2 Slurry Seal on Milford Square Pike. Moyer and Sons completed weed spraying of curbs and guide rails throughout the township. An inlet was installed on Angstadt Road do to ongoing stormwater issue. Dead ash and black cherry trees were removed along the upper trail at Molasses Creek Park. Mr. Courduff asked Mr. Winkler if he has seen a decline in road maintenance due to the substantial number of Penn DOT layoffs. Mr. Winkler stated he has. Mr. Courduff asked if we have any agreements with Penn DOT. Mr. Winkler stated we currently do not have any agreements in place. Mr. Courduff stated there is an ongoing issue with dog feces not being cleaned up on the upper trail at Molasses Creek Park. Mr. Courduff further stated that there are no dog bags or a receptacle in place to dispose of the dog feces. Mr. Courduff asked Mr. Winkler what he thought on installing a receptacle on the upper trail. Mr. Winkler stated he is unsure if the installation of a receptacle will help but stated it is worth a try and he will have a dog waste receptacle installed along the upper trail.

Mr. Strunk stated a letter was received commending the road crew for a great job did they did when removing a very large ash tree along Carvers Hill Road.

Managers Report: Mr. Vey stated Milford Township is looking into participating in the Bucks County GIS Municipal Consortium. Mr. Chris Kletzing stated there is a one-time charge of \$1,500 to participate. Once the agreement is executed Milford Township will have access to the Bucks County Planning Commissions GIS data which includes: tax parcels with property data, road centerlines, building foot prints, 5’ contours, impervious surfaces, hydrology, aerial imagery from 2017, railroad lines, land use and zoning, and natural resources. The access to this data will help make mapping more usable. No fees are imposed when the parcel data is updated. Mr. Vey stated the fee listed on the letter included with the agreement page states a charge for all the data and one day of service is \$2,000 and the charge for all the data without the day of service is \$1,650. Mr. Vey asked if there was a discount being offered. Mr. Kletzing stated the fee is based on the number of parcels you have in the township and the fee is \$1,500, which includes the one-day of technical assistance. Mr. Strunk asked if the program would run with our computer systems. Mr. Kletzing stated the program would work. Mr. Strunk asked if we currently have a GIS program in place. Mr. Vey stated we do, and the information has already been translated into GIS. Mr. Courduff stated he was given a demonstration of the program and he was very impressed.

Mr. Strunk made a MOTION to approve Milford Township’s participation in the Bucks County GIS Municipal Consortium. The motion was seconded by Mr. Mininger and passed unanimously.

Mr. Vey presented the results for the Rosenberger Bridge Material bid. One bid was received from Contech Engineered Solutions. A total bid price of \$168,730.00 was received. This price includes \$124,470 for the precast reinforced concrete arch bridge system, \$26,110 for the bridge footings, and \$18,150 for the Armortec Articulating Concrete Block system. A grant application has been submitted through the low volume road program through the Conservation District/Penn State. The application has been held up due to special protected watershed and environmental permitting needed. The application has gone through the PA Bulletin 30-day comment period and resource agencies have had their opportunity to offer comments. Fish & Boat has offered several comments that include, evaluation of armor flex anti- scour approach and the consideration of utilizing rip-rap, which allows the river bed to establish itself under the bridge. The responses to these comments were to be submitted to Fish & Boat today. The County has money for these low volume projects that needs to be expended. If this project goes past this year it is unsure of what funding may be available next year. If the contract is signed, payment will be dealt with one way or another. A possibility may be a conditional bid award. We can hold off on signing for the bridge, and proceed with shop drawings. Mr. Andersen stated the preparation of shop drawings would take an estimated three to four weeks. If our permit is secure at the end of the three to four weeks, the next step would be to move forward with the manufacturing and curing of the concrete pieces, which would be roughly a two-month period, putting construction at the end of October, early November. If we do not proceed then the season will be lost. Mr. Andersen stated he recommends a conditional approval. Mr. Courduff stated he was concerned that only one bid was received for this project. Mr. Winkler stated he was surprised that Old Castle did not submit a bid. Mr. Winkler spoke to representatives at Richland Township to compare costs. Mr. Winkler stated he feels the costs are where they need to be. Mr. Strunk asked if the bid was just for the bridge itself and if a crane, excavator and other equipment would still need to be provided. Mr. Winkler stated that was correct and the total commitment costs would be between \$350,00 and \$400,000. Mr. Strunk stated he is pleased with a cost of \$400,000 as he thought it would be in excess of \$1 million to replace the bridge.

Mr. Strunk made a MOTION to grant conditional BID approval to Contech Engineering Solutions for the Rosenberger Bridge Material bid. The conditional approval is granted to create shop drawings only and is not to exceed the cost of the shop drawings. Mr. Courduff seconded the motion. The motion passed unanimously.

Mr. Vey presented the Board with the results from the Bucks County Consortium 2020 Fuel Bid. The bid for Unleaded Regular was awarded to Riggins, Inc. The bid for Ultra Low Sulfur Diesel Fuel was awarded to Petroleum Traders Corporation. Mr. Winkler stated he has reviewed the bid results and feels comfortable with the companies who were awarded the bid.

Mr. Strunk made a MOTION to award contracts to Riggins, Inc. for unleaded regular fuel and to Petroleum Traders Corporation for ultra low sulfur diesel fuel. The motion was seconded by Mr. Courduff and passed unanimously.

Escrow Release:

Nappen & Associates, Naplin Four, TMP# 23-015-118-001, 2525 Milford Square Pike – Escrow Release Request, Construction Escrow Release #3 in the amount of \$222,412.50 leaving a balance of \$389,429.74

Mr. Courduff made a MOTION to approve Nappen & Associates Construction Escrow Release #3 in the amount of \$222,412.50. Mr. Mininger seconded the motion and it passed unanimously.

Liberty Commercial, Milford Square Pike, TMP# 23-010-073-001, 23-010-074, 23-010-084, 23-010-085, 23-010-086-001, 23-010-087 and 23-010-088, In-House Final Escrow Release request in the amount of \$219.95

Mr. Strunk made a MOTION to approve Final Escrow Release Request in the amount of \$219.95 closing the project. Mr. Courduff seconded the motion. The motion passed unanimously.

Public Comments: No public comment was received.

Adjournment: Mr. Strunk announced the Board will meet in executive session following the regular scheduled meeting to discuss personnel matters. With there being no further business Mr. Strunk adjourned the July 7, 2020 Milford Township Board of Supervisors meeting at 8:20 p.m.

Milford Township Board of Supervisors'
Meeting Minutes of August 4, 2020
7:00 P.M.

Attendance: Supervisors present: Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present: Jeffrey Vey, Township Manager; Devan Ambron, Secretary; David Winkler, Public Works Department; Kate Harper; Township Solicitor; and Pete Andersen; Township Engineer.

Mr. Strunk, Chairman, called the August 4, 2020 Board of Supervisors meeting to order at 7:00 p.m.

Approval of Minutes: Mr. Courduff made a MOTION to approve the minutes from the July 7, 2020 Board of Supervisors meeting. Mr. Mininger seconded the motion. The motion passed unanimously.

Treasurer's Report: Having reviewed the current bills list, Mr. Strunk made a MOTION to approve invoices for payment, along with the June 2020 Treasurer's Report. The motion was seconded by Mr. Courduff and passed unanimously.

Announcements:

Zoning Hearing Board- The Milford Township Zoning Hearing Board will meet on Tuesday, August 11, 2020 at 7:00 p.m. to consider the following:

The application of John Burns for the property located at 2875 Allentown Road, TMP# 23-005-071. The property is located in the RA Zoning District. The applicant seeks a variance and interpretation from section 404 H2i and 209 to allow the construction of a storage building at 23 feet 10.5 inches where 18 feet is permitted.

The application of Joseph and Tiffany Biagioli for the property located at 2071 Milford Square Pike, TMP# 23-010-078-003. The property is located in the SRM Zoning District. The applicants seek a variance from Section 404 H2g2 to allow a pool at 15 feet from the rear property line where 25 feet is permitted.

The Milford Township Zoning Hearing Board will meet on Thursday, August 20, 2020 at 7:00 p.m. to consider the following:

The application of Michael Taylor for the property located at 1721 Kitaning Lane, TMP# 23-010-298. The property is located in the RD zoning district. The applicants seek a variance from section 404 H2 to allow the construction of a pool at 10 feet from a rear property line where 25 feet is permitted.

The application of Scott and Heather Croisette for a variance from section 803A4 to exceed the maximum on lot impervious surface by adding an additional 600 square feet for decking and pool coping.

The Board members had no comment on either of the Zoning Hearing Board applications.

Subdivision/Land Development:

Quaker Pointe Drive Hotel, LLC, TMP# 23-010-021-001, 1915 John Fries Highway-Tabled

Williams-Roth Subdivision, TMP# 23-010-050, 1908 Allentown Road- Plan review tabled at applicants request. A brief discussion was had regarding the proposed stormwater management facilities, roadways, and water main extension requirements.

Correspondence:

Mr. Mininger presented the Bucks County Airport Authority Minutes of June 10, 2020. Mr. Vey stated obstruction removal has begun on township owned property and the replanting of lower growing vegetation is proposed. Mr. Mininger stated the Bucks County Airport Authority had their planning meeting with PaDOT regarding the 12-year plan. Discussed was obstruction removal for runway 29, which is the Milford Township property side. The project will come up this fall. Mr. Mininger reported the ramp is scheduled to be expanded in 2022.

Mrs. Ambron reported the Quakertown Area Planning Committee minutes of June 9, 2020 are available for review. The minutes of June 9, 2020 reflect the review of the Williams-Roth proposal. The QAPC voted to endorse the recommendations in the Bucks County Planning Commission review letter dated June 8, 2020.

Mr. Vey presented the Milford Trumbauersville Area Sewer Authority meeting minutes of June 2020. The minutes stated that there have been no problems with the wastewater treatment plant. Mr. Koenig reported that more samples were taken and the BOD numbers were within normal limits. Mr. Vey stated a response to correspondence dated July 10, 2020 concerning the high organic influent loading at the wastewater treatment plant has not been received. Mr. Vey will place a phone call to the Chairman, Bill Heffentrager, of the Sewer Authority to discuss the matter. Mr. Courduff stated the response should include a corrective action plan, required by DEP, to address the apparent organic overload of the wastewater treatment plant. Copies of DMR's for the other intervening months have not been received. The township has also requested a resolution to the issue of a certified state lab making mistakes nine times.

Mr. Vey presented the Milford Township Water Authority meeting minutes of June 2020. Mr. Courduff inquired if there were any conversations had in relation to the bolts on the bonnets of the valves that we have been loosing. Mr. Andersen stated as requested by the Board of Supervisors he asked the Water Authority Board of any plans they had to investigate or to rehabilitate with respect to the bolts. The response received was the issue would be dealt with as each incident occurs. Mr. Courduff stated a study should be performed to find out what is occurring with the bolt itself, not just in our environment in the ground but other municipalities as well. It is his understanding that there are many municipalities having the same issue with failing bolts. Mr. Andersen stated it has been acknowledged that the material of the bolts has been changed. Mr. Vey asked if there has been any involvement with the manufactures of the bolts to see if there is a response to the situation. Mrs. Harper stated it may be a good idea to reach out to the Pennsylvania Municipal Authorities Association to inquire if the problem is something other authorities have had. Mr. Mininger asked how often this type of incident occurs in Milford Township? Mr. Andersen stated he believes there have been four or five failures over the past five years. Mr. Andersen will reach out to the Pennsylvania Municipal Authorities Association.

Reports:

Code Enforcement: Mr. Cordero presented the Code Enforcement Report for July 2020. A total of 29 permits were issued; 4 zoning permits, 10 residential renovation permits, 11 residential accessory permits, 2 single-family dwelling permits, 1 commercial permit, and 1 industrial permit. A total of 17 Use & Occupancy permits were issued. Four Zoning Hearing Board Applications were received. One fire inspection was performed in July. Mr. Courduff asked Mr. Cordero if there has been a full turn out with the Zoning Hearing Board members. Mr. Cordero stated, yes, one member was absent at last months meeting due to the fact that the member was the applicant. Other than that incident there has been a full turnout of all five members. The two alternate members have been very involved.

Public Works: Mr. Winkler reported the Public Works Department began the month cleaning ditches on East Swamp Road then paved the ditch where the stormwater was eroding the shoulder. Brush was cleared and Ash trees were cut down at the Wonsidler tractor property. Ditches were cleaned and the shoulders were paved on Esten Road. Millings were spread at the substation. Trees were trimmed and the edges of the lower walking trail were cleaned at Molasses Creek Park in preparation of paving. Mr. Strunk asked if the paving was complete. Mr. Winkler said yes, the paving has been completed. Mr. Mininger stated PaDOT has done a wonderful job with the ditches along Allentown Road, flooding was not an issue with this last storm.

Agricultural Security: Mr. Courduff stated unfortunately a quorum was not had at the July 15, 2020 meeting, understandably so with the low humidity and hay season. Unfortunately, AG Daze was cancelled for the year 2020 as a result of some of the restrictions put in place due to the Corona Virus. A recommendation has been made for the Mood property to be incorporated into the Agricultural Security Area. Mr. Courduff stated Sarah Kline and Christopher Kletzing put together a very comprehensive program regarding the agricultural properties available for lease, which really makes the Agricultural Security Board's job a lot easier. Off of that, leases were put together along with a copy of the property itself, soil analysis and other features related to the property. Needed yet is a soil conservation program. Each property will have to be looked at individually to put the program together. In order to tell a farmer how to handle the property a conservation plan must be put into place before a lease can be executed. Mr. Vey stated he has spoken to Rachel Onuska, Bucks County Conservation District Ag Technician who also splits her time with NRCS the entity that approves privately created conservation plans or prepares the conservation plans. A list of properties and operators has been sent to her for review. Mr. Vey suggested that we select a handful of properties to start with, and not do all the properties at once.

Milford Fire Company: Mr. Butler reported for the month of July the Fire Company responded to 4 fire alarms, 3 motor vehicle accidents, 4 automobile fires, 2 mutual aid calls, 1 brush fire, 2 wire calls and 1 hazmat call. The fire Company has

been busy filling swimming pools this summer, which has helped with the cancelling of events this year due to the Corona Virus. The Fire Company has made it to the second round of the AFP grant. An application will be submitted to the State for a second grant which will be used to purchase gear and protective equipment.

Managers Report: Mr. Vey presented the Annual Financial Statement prepared by Styer Associates for the year ending 2019. The highlight, found on page 3, shows the assets of the Township exceeded its liabilities at the close of the fiscal year by \$22,408,361 (net position). Of this amount, \$2,894,515 may be used to meet the Townships ongoing obligations. The Township's total net position increased by \$829,344. The large expenditures for the year included the purchase of the Kaufman property along with Capital expenditures.

The Township was made aware of an error found in the third party fee schedule. The Barry Isette & Associates Residential Plumbing Permit Fee Schedule lists the inspection of each additional fixture at a cost of \$45.00. This cost should be \$15.00. Mr. Courduff stated he has concerns with third party inspection of sewer laterals within the township. Mrs. Ambron stated she reached out to Barry Issett & Associates who said they have not performed any inspections of the sewer laterals within Milford Township. The fee schedule provided is more of a generic/across the board fee schedule where not all items may apply.

Mr. Courduff made a MOTION to adopt by Resolution No. 2020-15 the Barry Issett Plumbing Permit Fee schedule amendment, additional fixture inspection cost of \$15.00. Mr. Strunk seconded the motion. The motion passed unanimously.

Mr. Courduff asked if there has been a resolution following discussion on the roundabout. Mr. Vey stated there currently is a lot of lead-time. After several exchanges a Zoom meeting was held with Mr. Anderson and Mr. Stepanoff. Following the Zoom meeting, the indication is that there does not seem to be issues with splitting the costs of the pavement markings or electric costs. Clarification was received on the proposed lighting, which are LED poles on the approaches to the round about with conduit running into the roundabout to light our welcome to signs with a receptacle. The landscaping is Milford Township responsibility. Insurance language was discussed at this time. Mrs. Harper stated adding Richland Township as an additional insurer during construction is not a big deal and we should check with our insurance carries for clarification. A draft has been given to Richland Township for review. Mr. Vey stated he has spoken to PennDOT and Urban Engineers to express the option that this should be a three party agreement. There currently is no documentation in place for our split municipal road. It has been suggested that instead of having truck restrictions on Pumping Station and Portzer Road that the road should be improved. It was discussed that a joint capital project may make improvements possible, such as the extension of Portzer Road connecting to Pumping Station Road in the area of the old farmhouse. Improvements to the bends in the road along with widening may also be possible. Mr. Vey stated in conclusion, Richland Township's engineer would be creating plans for review. Mr. Vey asked if Milford Township would have any interest in participating in a joint capital program. Mr. Mininger stated he would like to see figures prior to making a decision. Mr. Courduff was in agreement. Mr. Courduff stated, not by notification, but he has heard that Milford Township's application for the Multimodal grant, to widen Route 663 from Allentown Road to Mill Hill Road, was not awarded.

Mr. Vey stated the annual Hough Associates Recycling Agreement has been received. The agreement authorizes Hough Associates to collect residential and commercial data and prepare the 2020 recycling performance grant application for Milford Township. The cost for this service is \$3,000 and an estimated \$15,000 grant award is expected.

Mr. Strunk made a MOTION to approve the Hough Associates Recycling Agreement. Mr. Mininger seconded the motion. The motion passed unanimously.

Mr. Vey stated a meeting was held with PennDOT utilities regarding the roundabout utility plan that has been submitted for quite some time. Mr. Vey stated we are attempting to move towards avoiding any utility conflicts. We are still hoping for a 2021 construction year.

Public Comments: No public comment was received.

Adjournment: Mr. Strunk announced the Board will meet in executive session following the regular scheduled meeting to discuss potential litigation matters. With there being no further business Mr. Strunk adjourned the August 4, 2020 Milford Township Board of Supervisors meeting at 8:03 p.m.

Milford Township Board of Supervisors'
Meeting Minutes of September 1, 2020
7:00 P.M.

Attendance: Supervisors present: Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present: Jeffrey Vey, Township Manager; Devan Ambron, Secretary; David Winkler, Public Works Department; Nathan Cordero, Zoning Officer; Catherine Harper; Township Solicitor; and Pete Andersen; Township Engineer.

Chairman Strunk called the September 1, 2020 Board of Supervisors meeting to order at 7:01 p.m.

Approval of Minutes: Mr. Courduff made a **MOTION** to approve the Board of Supervisors meeting minutes of August 4, 2020. Mr. Mininger seconded the motion. The motion passed unanimously.

Treasurer's Report: Having reviewed the current bills list, Mr. Strunk made a **MOTION** to approve invoices for payment, along with the July 2020 Treasurer's Report. The motion was seconded by Mr. Courduff and passed unanimously.

Announcements:

Zoning Hearing Board- The Milford Township Zoning Hearing Board will meet on Tuesday, September 8, 2020 at 7:00 p.m. to consider the following:

The application of Paul Latshaw for the property located at 1495 Allentown Road, TMP# 23-021-072, in the RA zoning district. The applicant seeks a Variance and Special Exception from Section 803 and 404 A7 to allow the construction of a modular home and allow a maximum impervious surface of 29.6% where 15% is permitted, and to operate a roadside stand.

Mr. Courduff asked if the applicant has applied for or received a Highway Occupancy Permit. Mr. Cordero stated the applicant has not and a driveway currently exists on the property. Mr. Courduff stated he has seen an increase in traffic in the area of Allentown Road and with close proximity of property to the curve there may be issues. Mr. Cordero stated the applicant would like to sell vegetables, grown on the property, at a roadside stand. The Applicant is also looking to construct a modular home on the property where a modular home existed previously. Per zoning regulations the lapse in time requires the applicant to obtain zoning approval. Mr. Courduff stated he has issues in regards to traffic, turning movements, and an almost proposed 100% impervious surface coverage. He would like to see Township representation at the Zoning Hearing Board meeting. Mr. Strunk asked if the size of the proposed modular home is larger than that that was there previously. Mr. Cordero stated the proposed home is slightly smaller. Mr. Andersen asked if the applicant has proposed a parking area or will supply a turn around area. Mr. Cordero stated they have not. Mr. Vey inquired if the applicant has addressed how stormwater management will be handled. Mr. Cordero responded that no plan has been presented at this time. Mr. Mininger asked if the Board of Supervisors would like to oppose the application or have the concerns mentioned addressed. It was decided that Mrs. Harper would draft a letter to the Zoning Hearing Board addressing the concerns of the Board of Supervisors.

The application of Kathy Wanger and John and Kathleen Kelly for the property located at 2475 Koons Road, TMP# 23-015-035, in the RD zoning district. The applicants seek a Variance from Section 404 E10 and E12, to allow an indoor and outdoor venue, which is not permitted in the RD zoning district.

Subdivision/Land Development:

Georgiadis Lot Line Adjustment Plan, TMP# 23-020-159, 23-020-159-001 and 23-020-060-001, Esten Road

The Applicants propose to reconfigure three tax parcels into two tax parcels. The properties are located in the RA zoning district. The current use on TMP 23-020-159-001 is B1-Single Family Detached Dwelling, a use permitted in the RA zoning district. A barn is located on TMP 23-020-060-001 and TMP 23-020-159 is vacant. The deed description for TMP 23-020-060-001 and 23-020-159-001 treats both parcels as a single tract. Esten Road separates these two lots. The Applicants would like to combine TMP 23-020-159 and 23-159-001 into a single parcel. The newly created lots will contain 4.07 and 33.5223 acres of land.

The Applicant, Herb Georgiadis presented the proposal to the Board of Supervisors. Mr. Georgiadis stated he is seeking the approval for financial/mortgage purposes and that he is essentially requesting to rotate the property lines. Mr. Strunk asked if clearing the right-of-way proposed. Mr. Winkler stated when you take into account previous proposals and right of way clearing they involved subdivisions, this is a lot line adjustment, however; there are concerns with sight distance at Wright Road. Mr. Winkler further stated that he would hate to see all of the trees come down. Public Works has worked on the removal of some of

the existing trees. Mr. Winkler recommends just the sight triangle be cleared. Mr. Georgiadis stated he has no problem with the recommendation. Mr. Mininger stated he is okay with the recommendation of the clearing of the sight triangle. There were no further comments at this time.

Mr. Courduff made a **MOTION** to approve Resolution No. 2020-16, with conditions made therein, the Georgiadis Preliminary/Final Lot Line Adjust Plan of TMP Nos. 23-020-159, 23-020-159-001 and 23-020-060-001, located on Esten Road, along with the waivers requested via letter dated August 27, 2020. The applicant shall comply with the Andersen Engineering review letter dated July 14, 2020, dedicate the right-of-way to the township, and clear the sight triangle at Wright and Esten Road. The motion was seconded by Mr. Strunk and passed unanimously.

LifeQuest, Mill Hill Road East Extension Preliminary Plan of Land Development, Route 663- Mr. Martin Smith of Pany & Lentz Engineering was in attendance to present the proposed Mill Hill East Road Extension Plan. The Plan proposes an extension of an estimated 13,000 linear feet of Mill Hill Road in an easterly direction through the Milford Village Center to a point where it connects to Driveway G, providing access to the proposed SKAOS/ALPAS Wellness Center. Mill Hill Road East extension will be constructed to meet township standards. In addition to roadway improvements an extension of the water line is proposed as well as extension of the sewer lines. The water main will be extended from Old Bethlehem Pike to the ALPAS Wellness Center. The sewer line will be extended from Route 663 to a man hole located at St. Luke's Hospital and extend along Driveway G, by way of an easement, to serve the ALPAS Wellness Community. Mr. Murray inquired as to the existing sewer located on the Wellness Center property and the connection to Route 663. Mr. Smith stated gravity pumps would be utilized.

Mr. Smith stated at this time, the applicant seeks one waiver from the Subdivision Land Development requirements, from Section 505.a. Street Standards, which requires a cartway width for Secondary Street to be 30 feet. The applicant requests that the proposed Road G be constructed at a 28-foot width, allowing for 14-foot traffic lanes. Curbs will be built to meet township design standards. Mr. Smith stated all other comments found in the Andersen Engineering review letter dated April 17, 2020 are will comply.

A discussion was had regarding Mill Hill Road East Extension extending to Portzer Road. Mr. Strunk stated he would like to see the plan where the extension is shown. Mr. Smith stated the extension was shown on the approved Fifth Revised Master Plan. Mr. Heiser stated the construction of the road located behind St. Luke's property would be the requirement of St. Luke's to construct. LifeQuest is to construct the extension of Mill Hill Road East Extension up to the St. Luke's property. Mr. Smith stated at the time of the submission of the Sixth Revised Master Plan, or with the construction of Lot 7, 8, 9, or 9A Driveway "B" will be addressed as it is not proposed as part of the Mill Hill Road East Extension Plan. Mr. Vey stated he has been made aware of an application made to PennDOT in regards to Driveway B. It was stated that a plan was submitted to PennDOT for a safety study to be performed. Mr. Markward stated an official application has not been made to PennDOT. Mr. Vey has requested a copy of the submission be provided to the township for review. Mr. Markward stated once the review is complete a copy will be provided.

Mr. Hiser stated it has always been part of the plan to complete the proposed parallel roadway and that is what is being presented. He further stated he is trying to fulfill the obligations at the request of the township. Mr. Strunk stated Mr. Andersen has created a road alignment diagram that has been presented to all parties. Mr. Strunk inquired if a bridge was going to be built over the designated basin area to allow traffic to proceed behind St. Luke's Hospital to exit onto Portzer Road. Mr. Hiser stated that would be presented by St. Luke's as LifeQuest does not own that property. Mr. Hiser stated the engineering group has been in discussion with Mr. Andersen. At this point LifeQuest is looking to bring the Mill Hill East Extension to access the proposed Driveway "G" allowing Alpas access to their site. Mr. Smith stated Mill Hill East Extension stops 100' short of the St. Luke's property. Mr. Smith further stated that Driveway "B" is not on the proposed plan before the Board. The located and construction of Driveway "B" will be determined and discussed as part of the Sixth Revised Master Plan. Mr. Hiser gave a recap of the construction that has occurred over the last twenty years which include the installation of the traffic light at Commerce Drive, the improvements to the Porter Road traffic light, the construction of the senior living, and the construction of the hospital. A discussion was had regarding the ownership of Mill Hill Road East along with the proposed Mill Hill Road Extension. Mr. Hiser stated he has constructed the roadway as required by township standards and does not feel the roadway should be a private drive. Mr. Vey stated the internal traffic should be exiting the site a signalized intersection as Route 663 is an arterial highway. Mr. Vey further stated that turning movements should take place on lower roads. Mr. Andersen stated it is critical that the site be constructed as such. Mr. Vey stated the site should be designed in a way that makes sense and roads over detention basins do not make sense. Mr. Strunk stated the problem he sees is that St. Luke's has had no say where the roads connect. Mr. Hiser stated St. Luke's is contractually obligated to build the roadway behind the building. Mr. Strunk stated it does not make sense to build as presented, putting a road in a detention basin. Mr. Smith stated St. Luke's has signed the Fifth Revised Master Plan they have not opposed the plan. Mr. Andersen asked what would be wrong with St. Luke's approving the proposed Mill Hill Road East Extension plan. Mr. Andersen presented a sketch of a proposal of roadway alignment he created. Mill Hill Road East Extension avoids crossing the detention basin and aligns with the roadway that will be constructed behind the hospital, creating a smoother flow for traffic. Mr. Vey asked Mr. Smith if he saw any reason why the sketch plan would not work. Mr. Hiser stated he believes this to be a St. Luke's issue and he is meeting his requirements and does not see why the plan is being changed. Mr. Strunk stated the sketch plan makes sense.

Mr. Hiser questioned why the township has not accepted Mill Hill East Road. Mr. Strunk asked if a request to offer dedicate has been submitted to the township. Mr. Andersen stated Mill Hill Road East is currently in the 18-month maintenance period. He has performed several reviews and at this time all items are complete with the exception of the curb. The roadway should be able to be dedicated fairly quickly. Mr. Hiser asked why the township would have to be given a request when the intent was always for the road to be a public road and can be approved with the Land Development plan. Mrs. Harper stated the MHREE submission came in as a separate application. Mr. Smith stated the plan was submitted along with the SKAOS/Alpas plan. Mrs. Harper asked why the plan couldn't be built per the township's recommendations. Mrs. Harper stated the plan has changed over the past 20-years. Mr. Hiser stated it has been improved. Mr. Hiser stated his intentions are not to go against the township he feels the application is straight forward and will allow access to Section 6, the Alpas site.

Mr. Andersen addressed the issues found in the Andersen Engineering Review Letter dated April 17, 2020. There are no conflicts with the stormwater basin, the plan has expansion. Mr. Andersen stated he does not agree with Driveway "B". Mr. Vey stated he agrees and the sketch is what makes the most sense for traffic to flow smoothly. With an arterial highway the turning movements should be minimal. Mr. Smith stated the configuration does not work with Section 7, 8, 9, or 9a. The Board agreed that Driveway "B" will be addressed with the submission of the Sixth Revised Master Plan or 7, 8, 9 or 9a, whichever is submitted first. Mr. Courduff asked Mr. Strunk if the Board is not able to make a decision this evening in regards to the road configuration if it would hold up approval of the Alpas land development proposal. Mrs. Harper stated access to Section 6 can be obtained from Old Bethlehem Pike. Mr. Courduff stated the plan referenced the site as John Fries Highway. Mr. Courduff stated he thought Mill Hill Road East would be dedicated to the township upon completion as it is being built to township specifications. Mill Hill Road to Mill Hill East to Portzer Road will provide access to the Memory Care. Mr. Courduff stated he is at an impasse due to the road configuration due to Driveway "B" and asked how to get past this point. Mr. Mininger stated he is a new Supervisor and has not been part of the planning from the beginning. He asked if it would be a possibility to construct MHREE to Driveway "G" and no further at this point. Mr. Andersen recommended the MHREE extend slightly past Driveway "G", if in the future Driveway "B" is not necessary it would have no effect. Mr. Mininger asked if St. Luke's would decide to expand in the future and purchase section 7,8 or 9 would LifeQuest have any objections to the elimination of Driveway "B". Mr. Hiser stated he cannot speak for the Board. It was decided that Driveway "B" would be a future discussion.

Mr. Courduff stated he feels like the township is obligated to accept Mill Hill East to LifeQuest Drive as the roadway provides for public travel. Liquid Fuel funds should be provided for the added 1300 linear feet. Driveway "G" will remain a private road. Mr. Mininger stated the plan before the Board tonight is for proposed Mill Hill Road East Extension. Mr. Strunk stated he recommends approval up to Driveway "G". Mr. Mininger stated he agrees. Extension of Driveway "G" will be discussed in the future. Mr. Courduff stated a discussion should be had regarding the dedication of MHREE.

Mr. Courduff made a **MOTION** to approve **Resolution No. 2020-18**, with conditions made therein, the Final Mill Hill Road East Extension Plan dated October 11, 2019 last revised March 27, 2020 along with the waiver request letter dated August 24, 2020. The Applicant shall comply with the Andersen Engineering review letter dated April 17, 2020 along with the Bucks County Planning Commission review letter dated April 29, 2020. The motion was seconded by Mr. Strunk and passed unanimously.

Alpas, Wellness Center/memory Care Final Plan, TMP# 23-015-110-002 Mr. Marty Smith of Pany & Lentz Engineering presented the Board of Supervisors with the Final proposal of the Alpas Wellness Community. Mr. Smith reported at this time the Applicant is proposing the land development of the 84,000 square foot Wellness Center along with a 5,000 square foot medical building only. Mr. Smith stated the existing dwelling located on the former Brown property will be demolished and a new office building will be constructed. The existing driveway off of Old Bethlehem Pike will be utilized for access to the Wellness Center. Driveway "G" will be utilized for deliveries and service trucks.

Mr. Smith stated he has prepared a response letter the Andersen Engineering Review Letter dated August 19, 2020. Mr. Andersen stated he has two issues with the proposal at this time. The parking area shown on the right hand side of the plan in the area of the line of trees, there are two infiltration beds partially located within the buffer area along with a transformer. Mr. Smith stated a waiver has been requested from the requirement that no "structure", stormwater detention/retention basin, sewage treatment/disposal system" can be placed in a required buffer. The electric service for the site is proposed to be installed underground, in accordance with SALDO. The conduits are proposed to be placed in the buffer for ease of access and maintenance. The proposed gas service is also shown just within the buffer, off the edge of pavement for the driveway. Underground stormwater infiltration beds also partially extend into the buffer. The only above grade "structures" are the electric transformers. The transformers will be screened and buffer plantings are proposed. The requirements for buffering the neighboring property will be met. Mr. Smith the proposed infiltration bed is more like a rain garden than a detention basin. Mr. Andersen stated the proposed 18' parking spaces to the left side of the isle; these spaces are required to be 20'. Mr. Andersen stated he sees no issues with parking proposal. Mr. Vey stated concerns were raised at the Planning Commission meeting held on August 26, 2020 regarding access to the center courtyard. Mr. Smith stated the architect has been asked to look at how to access the main interior of the courtyard and revise as needed.

Mr. Smith presented the waiver request letter dated August 24, 2020. The Applicant has requested a waiver from Section 512 1.1.1.b-Pipe Materials. The Applicant requests a waiver from the requirement that all storm piping be Class III reinforced concrete pipe. Storm sewer piping outside of public right-of-way is proposed to be High Density Polyethylene Pipe (HDPE). All storm piping within public right-of-way, proposed or existing will meet the requirements of this section. Mr. Andersen stated the proposed pipe is better than concrete and recommends approval of the requested waiver. A waiver from Section 512 1.1.1c-Pipe Size has been requested. The Applicant requests a waiver from the requirement that minimum storm pipe size be 18". The Applicant proposes the storm sewer piping outside of the public rights-of-way to be 15" where 18" is required. The storm sewer piping outside the public right-of-way is proposed to be the size necessary to convey design storm in accordance with other township criteria. The existing storm piping smaller than 18" and not impacted by development is proposed to remain. All storm piping within the public rights-of-way, proposed or existing, will meet the requirements of the section. A waiver from Section 512.g.4-Embankment Height has been requested. The Applicant request a wavier from the requirement that the height of the embankment must provide a minimum of 1.0' of freeboard above the maximum pool elevation due to shallowness of proposed rain gardens. All proposed above ground stormwater BMPs and spillways have been designed to hold and convey the 100-year storm, and design and calculations have been performed to follow state approved standards. Mr. Smith stated the Applicant proposed smaller rain gardens that will comply with DEP requirements.

Mr. Courduff asked Mr. Smith if the Applicant has received reviews from the Milford Township Water Authority and the Milford Trumbauersville Area Sewer Authority. Mr. Smith stated they have. The sewer authority has minor concerns with the lateral located on the south side of the building, which may require a good bit of fill.

Mr. Courduff asked Mr. Cordero if he has conducted a review of the plan in regards to the turning radius provided for fire trucks. Mr. Smith stated he would be providing Mr. Cordero with the findings from the study that was performed regarding turning radius. Mr. Cordero stated there are concerns with the proposed grass paver fire lane around the building. There are concerns that the fire lane will not be maintained during the winter months. Mr. Cordero recommends a Maintenance Agreement be executed. Mr. Sean Smith stated he has no qualms executing a maintenance agreement. There were no further questions at this time.

Mr. Courduff made a **MOTION** to approve **Resolution No. 2020-17**, with conditions made therein, the Alpas Wellness Center and Office Building Final Plan of Land Development, TMP# 23-015-100-002, along with the requested waivers by letter dated August 24, 2020. The Applicant shall comply with the Andersen Engineering review letter dated August 19, 2020 along with the Bucks County Planning Commission review letter dated August 25, 2020. The motion was seconded by Mr. Mininger and passed unanimously.

Quaker Pointe Drive Hotel, LLC, TMP# 23-010-021-001, 1915 John Fries Highway- Tabled
Williams-Roth Subdivision, TMP# 23-010-050, 1908 Allentown Road- Tabled

Other Business:

Ms. Patricia McClosky presented the Board of Supervisors the Trail Feasibility Study for the Unami Creek Trail. The study was completed in 2019 following a grant that was awarded to the Appalachian Mountain Club who then partnered with the Conservation District to put the plan together. The Upper Bucks Rail to Trail is scheduled to open by November connecting the Saucon Valley Trail creating over 10 miles of trail. Ms. McClosky presented the Board with mapping throughout the township showing connector trails along with the estimated cost of construction. Mr. Courduff asked if the township could discuss and provide written comments at a later date. It was stated that the contract has expired with DCNR and there should not be any further costs incurred. Mr. Vey provided updates from the Turnpike. A trial will be provided under the bridge over the Unami. It was stated that there has been discussion for a trail to be installed around the turnpike at the golf course. The golf course does have reservations of having outside people waking the property. Mr. Vey stated a connection to Fernbrook Park would be nice. Mr. Vey will discuss with Mr. Winkler.

Correspondence:

Mr. Mininger stated there was no significant discussion had at the Bucks County Airport Authority on July 8, 2020.

Mr. Vey presented the Milford Trumbauersville Area Sewer Authority meeting minutes of June 2020. The minutes stated that there have been no problems with the wastewater treatment plant. Mr. Koenig reported that more samples were taken and the BOD numbers were within normal limits. Mr. Vey stated a response to correspondence dated July 10, 2020 concerning the high organic influent loading at the wastewater treatment plant has not been received. Mr. Vey will place a phone call to the Chairman, Bill Heffentrager, of the Sewer Authority to discuss the matter. Mr. Courduff stated the response should include a corrective action plan, required by DEP, to address the apparent organic overload of the wastewater

treatment plant. Copies of DMR's for the other intervening months have not been received. The township has also requested a resolution to the issue of a certified state lab making mistakes nine times.

Mr. Vey presented the Milford Trumbauersville Area Sewer Authority BOD loading response letter addressed to the Board of Supervisors from Harold Koenig. Mr. Koenig states the Authority does believe that the BOS loading numbers from the lab are not accurate. It was stated that the Suburban testing labs did say that they changed their standard operating procedure for BOD the same time the higher readings started. The letter further stated there are two reasons why MTASA believes the reading are not accurate or the sampling method was flawed. First, based on the amount of sludge waste that was removed, this would have been two to three times higher. Second, MTASA does not believe the plant capable to remove the amount of influent loading to result in out effluent loading, which was the same as previous years. Mr. Koenig stated the Authority is currently running split samples for BOD with another lab. They are also sampling in the system where the industries are located. Since the Authority contacted the lab, the results have been back to normal. Mr. Koenig stated once the Authority's action plan is complete a copy will be forwarded to the Township. Mr. Strunk stated the response letter received from the Authority is sufficient.

Mr. Vey reported we have received Notice of Estimated Allocation Municipal Liquid Fuels and Turnback for 2021. The Township is expected to receive an allocation in the amount of \$392,997.07. The Liquid Fuel funds are used throughout the year for road projects, salt, and equipment purchases. There is a decrease, \$19,495, in the amount of funds to be received in 2021 compared to fund received in 2020 due to the impacts of Covid-19.

Mr. Vey presented the Crown Castle Lease Renewal Proposal for the cell tower located on Trumbauersville Road. The proposal includes the following: One additional five (5) year renewal, making a 25-year lease as opposed to the current 20-year lease; Crown Castle shall have a right of first refusal to acquire interest on the same terms and conditions if a proposal is received; the monthly rent will shall be increased from \$1,464 to \$1,800; a rent increase of 10% shall be applied every five (5) years; and a one-time payment of \$10,000 for the full execution of the Lease Amendment. It was decided that Mr. Andersen, having expertise with the matter, would look at the current lease along with the proposed lease amendment and advise the township of his findings.

Reports:

Code Enforcement: Mr. Cordero presented the Code Enforcement Report for August 2020. A total of 11 permits were issued: 3 zoning permits, 4 residential renovation permits, 1 residential accessory permits, 2 residential addition permits, and 1 commercial permit. A total of 14 Use & Occupancy permits were issued. Two Zoning Hearing Board Applications were received. Three fire inspections were performed in August.

Public Works: Mr. Winkler presented the Public Works Departmental Report for August 2020. Mr. Winkler stated a storm on August 4th produced roughly 6.5" of rain. A week was spent cleaning up debris at cross pipes and bridges throughout the township. Some of the paving and topsoil work on Carvers Hill Road, below Nace Road, had to be redone due to storm damage. Ditches were cleaned on Kline's Mill Road and a lot of dead trees were removed at Wonsidler's Grove. The crew hauled block and broken up concrete from the old burn building at the Quakertown sewer plant to our fill site for the companies. Mr. Courduff asked what the broken up concrete would be used for. Mr. Winkler said the concrete can be used as a base for roadways.

Park Board: Mr. Vey presented the Park Board meeting minutes of August 12, 2020. Discussed at the meeting was the installation of the new the Mutt Mitt dog waste disposal system. The station was installed on the upper trail of Molasses Creek Park. The Park Board discussed the potential location of the future dog park. It was stated by the Park Board that the area along the upper trail of the Molasses Creek park where it is higher dry ground and easily accessible would be most feasible. The Board discussed the need to install chain link fencing along with tree plantings. The Board walked the naturally the Blough, Schmoutz, and Shelps tracts. It was observed that the trails were mainly dry. The minutes noted there was a natural growth of iron weed where the chestnut trees were planted along the Blough tract which has attached a lot of butterflies making it a great site for a natural butterfly garden.

Agricultural Security: Mr. Courduff presented the minutes of the Agricultural Security Area Advisory Committee Meeting Minutes of August 19, 2020. Mr. Courduff announced that due to COVID-19 the annual AG Daze event is cancelled. Mr. Courduff reported the Committee reviewed and discussed agricultural properties owned by the township to be made available for lease to tenant farmers. Twenty-nine parcels were reviewed. It was stated that current lessee farming the Township owned properties should be given the first opportunity to execute the Lease. The Committee also felt that a fair/appropriate dollar per acre amount could be assigned by the Extension Agent or person at National Land Trust versed in leasing agricultural land.

Milford Fire Company: Mr. Butler reported for the month of July the Fire Company responded to 42 calls, 5 motor vehicle accidents, 4 structure fires, 11 mutual aid calls, 8 rescue, 3 alarm, 3 automobile fire, and 8 miscellaneous calls. The fire Company has been continuing to fill swimming, which has helped with funding due to the cancelling of events this year due to the Corona Virus. The Fire Company has not received any communication regarding the AFG Grant. An application was submitted to the State for a second grant which will be used to purchase gear and protective equipment.

Managers Report: Mr. Vey reported the Board had met in executive session to discuss executing an agreement with architect, Karl Weiss. Mr. Weiss will provide architectural services for alterations and addition(s) to the existing farmhouse known as the Wonsider farmhouse located at 1975 Trumbauersville Road. Mr. Weiss will develop plans and elevations of the existing residence based on field measures, including interior and exterior dimensioning. The Board made a MOTION to approve execution of the agreement by and between Milford Township and Karl Weiss.

Mr. Scott Mease of Mease Engineering was in attendance to obtain direction in proceeding with submission of the proposed Stanford Subdivision. Mr. Mease stated this plan has been before the Board on previous occasions and the Applicant is ready to move forward. The property located on Canary Road in the RA zoning district, involves a subdivision along with on lot line change. A house, which will be removed, currently exists on the parcel. The end proposal is to create three lots, the smallest lot containing 3.6 acres, in total with a single family on each lot. The lots will be served with on-lot wells and septic systems. Mr. Mease stated the lots will be large enough to accommodate the required back-up area for a second septic system and no waivers should be requested. Mr. Courduff stated the road frontage of the smallest lot should be looked at as it appears 44.5 feet is proposed. Mr. Mease stated the proposed driveway will be that of a meandering driving using the current location. Mr. Vey has concerns regarding the proposed shared driveway. A shared driveway agreement is recommended to be executed between the future owners. Mr. Strunk stated he has no concerns regarding the proposed shared driveway. Concerns regarding the ownership of the pipeline shown on the property was discussed. Mr. Mease stated he is having difficulties finding the current ownership information. The Board stated they see no issues with the Applicant proceeding.

Mr. Courduff distributed the final draft of the LOSAP proposal for the Board of Supervisors review. Mr. Courduff stated a discussion will be had at a latter date.

Public Comments: No public comment was received.

Adjournment: Mr. Strunk announced the Board will meet in executive session following the meeting adjournment to discuss potential litigation. With there being no further business Mr. Strunk adjourned the September 1, 2020 Milford Township Board of Supervisors meeting at 10:15 p.m.

Milford Township Board of Supervisors'
Meeting Minutes of October 6, 2020
7:00 P.M.

Attendance: Supervisors present: Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present: Jeffrey Vey, Township Manager; Devan Ambron, Secretary; David Winkler, Public Works Department; Nathan Cordero, Zoning Officer; Catherine Harper, Township Solicitor; and Pete Andersen, Township Engineer.

Chairman Strunk called the October 6, 2020 Board of Supervisors meeting to order at 7:01 p.m. Mr. Strunk announced the Board has met in an executive session to discuss pending legal issues.

Approval of Minutes: Mr. Courduff made a **MOTION** to approve the Board of Supervisors meeting minutes of September 1, 2020. Mr. Mininger seconded the motion. The motion passed unanimously.

Treasurer's Report: Mrs. Ambron announced the Volunteer Fire Relief Association funds in the amount of \$76,140.61 have been received and distributed to Milford Township Volunteer Fire Co, Trumbauersville Volunteer Fire Company, and Shelly Volunteer Fire Company. Mrs. Ambron also announced the township is in receipt of the General Municipal Pension Systems State Aid in the amount of \$59,085.99 which will be distributed to Pennsylvania Municipal Retirement System.

Having reviewed the current bills list, Mr. Strunk made a **MOTION** to approve invoices for payment, along with the August 2020 Treasurer's Report. The motion was seconded by Mr. Courduff and passed unanimously.

Announcements: Mr. Cordero announced the Milford Township Zoning Hearing Board will meet on Tuesday, October 13th, 2020 at 7:30 PM at the Upper Bucks County Senior Center (2183 Milford Square Pike) for the continuation of the application of Kathy Wanger and John and Kathleen Kelly for a Variance from section 404 E10 and E12, to allow an indoor and outdoor venue which is not a permitted use in the RD zoning district. The property is located at 2475 Koons Rd., TMP# 23-015-035 in the RD zoning district. Mr. Courduff asked if there were many individuals who requested party status at the hearing held on September 8, 2020. Mr. Cordero stated yes, between 4 and 5 individuals requested party status.

The Zoning Hearing Board will hold a second meeting on Thursday, October 15th, 2020 at 7:00 PM at the Milford Township Building (2100 Krammes Rd) to consider the application of David Schmell, 1920 Brinkman Road, TMP# 23-001-159-003. The Applicant seeks a variance from section 404 B1 and 404 H2, to construct a garage 30 feet from the rear property line where 100 feet is permitted at a height of 23 feet where 18 feet is permitted. The property is located in RA zoning district.

Subdivision/Land Development:

Gorski, Sketch Plan, New Road, TMP #23-010-023 - Ms. Kellie McGowan, Esq. was in attendance to present the proposed plan on behalf of the Applicant. The Applicant proposes to construct a 264,600 square-foot warehouse on a 34.8-acre parcel. The parcel is split zoned between the PC (Planned Commercial) and the PI (Planned Industrial). The proposed warehouse building will be located solely in the PI zoning district and the parking is to be located in the PC zoning district. The site will be accessed by New Road, with emergency access only on Rosenberger Road. The required parking will be constructed in phases. The proposal includes a loading dock area, stormwater basin, parking, and a trailer storage area. The site is to be served by public sewerage and public water.

Ms. McGowan stated the Applicant will comply the fifteen comments found in the September 25, 2020 Bucks County review letter and that a future discussion will be needed regarding comment number two which states: Due to the split-zoned nature of the subject parcel, separate site capacity calculations should be provided for each portion of the site based upon the PI and PC zoning district boundary. This will ensure that the proposed plan satisfies underlying zoning requirements for the entire site. These calculations should provide impervious surface calculations for all building and parking areas to ensure that the plan satisfies the respective maximum impervious surface ratio.

Ms. McGowan stated the Applicant would be submitting an application, as required, to the Zoning Hearing Board for a Special Exception in regards to building height. New Road is proposed to be the primary access to the site with two emergency accesses on Rosenberger Road. Ms. McGowan stated the emergency access drive would be constructed using pavers.

The Andersen Engineering review letter dated August 25, 2020 states since New Road is currently a dead end to the west. The only access is New Road to the east and north. Currently, at the intersection of Quaker Pointe Drive and New Road, traffic on New Road must stop at a stop sign. An alternate design was created a number of years ago that makes New Road the through road with Quaker Pointe Drive controlled with a stop sign. New Road was planned to minimize turning movements on Route 663 and to possibly connect New Road to the improvements proposed by the Turnpike at the interchange. Ms. McGowan stated the Applicant would continue to work with the engineers in regards to the configuration of New Road. Ms. McGowan asked the Board members if there were any specific questions at this time. Mr. Strunk asked if both emergency accesses on Rosenberger Road would be

constructed with pavers. Ms. McGowan stated yes, both emergency access points are proposed to be pavers. Mr. Courduff noted the 537 should be revised to include the site in the public water/sewer area. The plan states the site is currently served with public water and public sanitary. Per the Quakertown Area Comprehensive Plan the parcel is not located within the public water or within the public sewer service area. Mr. Courduff asked Ms. Harper if Conditional Use approval would be required as the property sits in two different zoning districts. Mrs. Harper stated she would look into the requirements and report back. It was requested that the Applicant show compliance with zoning regulations in each applicable zoning district, specifically impervious surface coverage. Mr. Riebow stated he would look into the matter. Mr. Andersen stated a zoning district line is not the same as a lot line, which should be taken into account. Mr. Courduff inquired as to the proposed fire protection. Mr. Riebow stated currently there are four fire hydrants proposed and a loop around the building. Mr. Courduff asked Mr. Riebow if there were any issues with the buffering requirements. Mr. Riebow responded there are no issues and they will work with the township. Mr. Cordero requested the applicant execute a maintenance agreement of the proposed paver emergency access drives as he foresees plowing of snow being a potential issue which could ultimately prohibit emergency vehicles from entering the site if needed. Mr. Riebow stated details of an agreement would be discussed.

Maverick Prod Inc., Preliminary Plan of 2- Lot Subdivision, 1155 Sleepy Hollow Road, TMP# 23-001-083 Mr. Eric Garton of Gilmore & Associates, Inc., was in attendance to present the proposal on behalf of Mr. Carl Morgan, owner/applicant. The Applicant proposes a subdivision of Tax Map Parcel No. 23-001-083, a 27.549-acre parcel. The applicant seeks approval to subdivide the property into two lots. Proposed Lot 1 will consist of 4.3098 acres and Lot 2 will consist of 23.2389 acres. The property is located in the R1 (Residential) zoning district. Two single-family residential dwellings are proposed.

Mr. Garton stated a revised plan has been submitted, however; a formal review letter has not been received at this time. Mr. Andersen stated Mr. Wolf has drafted a revised review letter. Mr. Strunk asked for clarification of the shaded areas noted on the plan. Mr. Garton stated the shaded area consists of wetlands. Mr. Garton further stated that the proposed access road to Lot 2 does not go through the wetland area. Mr. Courduff asked if a soil analysis has been performed. Mr. Garton replied a study was performed years ago and the applicant would accept the requirement of a new study being performed and submitted for review as a condition of the approval. Mr. Andersen inquired as to the PECO right of way located on the property. Mr. Courduff asked if contact has been made to PECO for permission to access the site utilizing this right of way. It was stated that a PECO agreement was submitted with the original plan submission. Mr. Winkler asked if the right of way would be cleared. The township has done extensive tree removal. Mr. Winkler stated he would like to see the right of way cleared on both Sleepy Hollow Road and Old Plains Road. Mr. Garton stated the applicant would have no problems with the clearing being a condition of approval.

Mr. Garton presented the Waiver Request letter dated August 20, 2020. The Applicant seeks a partial waiver from the requirement to submit an Existing Resources and Site Analysis Plan. The applicant has submitted an Aerial Plan in lieu of an Existing Resources Plan. The plan shows existing contours, streets, and property information within 500 feet of the subject property. The plan further shows site soils, natural resources, and utility right-of-ways/easements. Mr. Garton stated due to the scope of the application he believes an Aerial Plan in lieu of an Existing Resources Plan is sufficient. A waiver from the requirement of the installation of curbs along existing street abutting a subdivision, sidewalks, street trees, and streetlights has been requested.

Mr. Courduff asked if the stormwater controls have been designed and reviewed. Mr. Garton stated each lot would be constructed with the appropriate stormwater management controls, which would be designed at the time of land development. Mr. Vey noted as mentioned on the Bucks County Planning Commission review letter dated August 26, 2020, a fee-in-lieu of recreation land will be required as well as a traffic impact fee. These fees are typically assessed at the time of building permit submission. Mr. Strunk asked the Board members if there were any further questions or concerns with the proposal. Mr. Andersen stated he does not see any issues with the issuance of an approval.

Mr. Courduff made a **MOTION** to approve the Carl Morgan Preliminary/Final plan of Minor Subdivision for the property located at 1155 Sleepy Hollow Road, TMP# 23-001-083, along with the requested waivers, with the following conditions: Compliance with the Andersen Engineering review letter dated July 21, 2020; Compliance with the Bucks County Planning Commission review letter dated August 26, 2020; A traffic impact contribution in the amount of \$1,500 per lot payable when the first building permit is sought; A contribution in the amount of \$1,850 per lot for parks and recreation when the first building permit is sought; Compliance with the Pennsylvania Department of Environmental Protection requirements for sewage planning; Clearing the rights-of-way of both Sleepy Hollow Road and Old Plains Road. Mr. Mininger seconded the motion. The motion passed unanimously.

Faith Christian Academy, Waiver of Land Development Request, 2255 Allentown Road, TMP# 23-010-112-001 & 23-010-115-001. Mr. Scott Mease of Mease Engineering was in attendance to present the proposal on behalf of the owner, Faith Christian Academy. The Applicant proposes to replace the existing natural grass athletic field with an artificial turf field, and modifying the existing parking to be more efficient. Mr. Mease stated the Applicant proposed to install a 240'x360' turf

athletic field. Mr. Courduff stated the size of the proposed field is over an acre in total area. Mr. Vey stated the proposal would trigger an NPDES permit. Mr. Mease stated he is aware of the need for an NPDES permit and an application would be submitted. Mr. Courduff asked if Mr. Andersen has reviewed the cross section from the manufacturer. Mr. Andersen stated he has. The cross section has an under drain on each side and 6" minimum of stone installed at a slope is required. It has been recommended that a French Drain be installed along the long side of the field to eliminate flooding of the field. Mr. Courduff stated he has concerns with flooding in that general area. Cars have been submerged in water at Rt. 663 and Allentown Road. The township has purchased properties in the general area to help mitigate the stormwater issues at hand.

Mr. Mease stated the current field is a grass field, which has been closed for a few years. The field is currently used as a practice field. Mr. Mease stated the Applicant would like to not have to go through a formal Land Development review. Mr. Mease stated he would submit plans for Andersen Engineering's review and a NPDES permit would be submitted for earth disturbance. Mr. Vey stated there are a few key concerns regarding the proposal such as stormwater management, lights, PA system, and traffic. A major concern is the lights and how they will affect the neighboring property owners. Mr. Mease stated with the high cost of the turf athletic field lighting would be proposed at a later date. Mr. Stunk inquired to the proposed parking on the field. Mr. Mease stated the existing parking is inefficient. The parking area was looked at in regards to location and where parking can be installed to make it more efficient. The Applicant stated two parking isles currently exist and a total of twenty-four new spaces are proposed along with a sidewalk. Mr. Stunk stated the proposal exceeds stormwater exemption and the proposal would have to go through stormwater review. Mr. Mease stated he understood. Due to the large scope of the proposal it was determined a waiver of land development would not be granted and the Applicant should submit a formal Land Development application for review.

Williams-Roth, Preliminary Plan of Subdivision, Allentown Road, TMP#23-010-050-Tabled

Quaker Pointe Hotel, 1915 John Fries Highway, TMP# 23-010-021-001-Tabled

JD Henning Enterprise, 1907 John Fries Highway, TMP# 23-010-021-006-Tabled

Correspondence:

Mr. Mininger presented the Bucks County Airport Authority meeting minutes of August 12, 2020. Mr. Mininger stated Heller Aero Services would be taking a lease for the former Wold hangar. Scott Yerk's, Fixin to Fly has not renewed their lease; a new lease will be executed by Derstine Air for a period of one-year. Mr. Mininger stated the clearing project would continue over the winter months. Mr. Mininger reported a meeting was held to discuss legal services for the Authority, as Solicitor Graham will be retiring.

Mr. Vey presented the July 14, 2020 Quakertown Area Planning Committee meeting minutes. As stated in the minutes, the QAPC reviewed a revised plan for the Bible Baptist Church of Upper Bucks County, located in Richland Township. Stormwater and parking were the main items of discussion. Also discussed at the meeting was an amendment to the Quakertown Area Comprehensive Plan. The Committee reviewed and discussed the Residential Development Objectives. The discussion centered on affordable housing issues. It was agreed upon that further information is needed and a presentation of the issues of affordable housing should be presented. There were minor revisions made to the objectives. Mr. Courduff stated Mr. Evan Stone put together a presentation, which was deferred until the next meeting of the QAPC. A discussion was had regarding what would need to be done in Upper Bucks County and what would be done to create a walkable community.

Mr. Vey stated the Milford Township Water Authority meeting minutes of July 14, 2020 and August 11, 2020 and the Milford Trumbauersville Area Sewer Authority meeting minutes of July 20, 2020 and August 17, 2020 are available for review.

Reports:

Code Enforcement: Mr. Cordero presented the Code Enforcement Report for September 2020. A total of 12 permits were issued: 4 Residential Renovation permits, 6 Residential Accessory permits, 1 Commercial permit and 1 Institutional permit. A total of 15 Use & Occupancy permits were issued. Two Zoning Hearing Board Applications were received. Nine fire inspections were performed in September.

Public Works: Mr. Winkler presented the Public Works Departmental Report for September 2020. Mr. Winkler stated prepping for paving at Milford Square Estates was completed and AMS came in and Nova chipped the development. A sinkhole was repaired at Clover Lane along with clearing brush from around signs. The Public Works crew removed ash trees and spread wood chips on the Streamview spur trail. Brush was cleared and grass was planted at Wonsidler's Grove and a few more parking spaces were made available for the fisherman. Dave's services came in for one day to remove dead ash trees on Trolley Bridge Road.

Mr. Courduff stated the crew did a great job clearing and cleaning up Wonsidler's Grove. Mr. Winkler reported intentional vandalism appears to have happened at the site. There were several broken windows that appear to have been broken from golf

balls. Mr. Winkler stated cameras have been installed. Mr. Courduff stated there is damage to the inlet located at Kumry and Canary road and asked if this is a PennDOT issue. Mr. Winkler stated when Doerr Road closed down the Turnpike would make the repairs to the inlet. Mr. Courduff asked if there were any plans in place to seal the cracks in the driveway at the township building. Mr. Winkler stated the crew is currently overlaying Bauman Road and he will try to have the driveway sealed.

Park Board: Mr. Vey presented the Park Board meeting minutes of September 9, 2020. Mr. Vey reported the Park Board would be planting the next wave of the Riparian Buffer plantings at the Blough property on October 10, 2020 at 8:00 a.m. If anyone is available to volunteer the help would be welcomed.

Agricultural Security: Mr. Courduff presented the minutes of the Agricultural Security Area Advisory Committee Meeting Minutes of September 16, 2020. Mr. Courduff reported the Committee continued on the review of the remaining eleven (11) parcels that may be available for lease. Several properties require clarification as to current use suitability for agriculture purposed. To move forward on leases conservation plans accompanied with soil analysis would be necessary. Mr. Courduff stated Mr. Kletzing has used drone video of township owned properties to show areas where drainage may be of issue, plowing in relation to property lines, and to locate dead ash trees. If erosion of a leased property begins to occur an inspection, by drone, could be performed and the tenant farmer could then begin remediation. Mr. Kletzing currently utilizes his personal drone for the inspection of township owned properties. The Board discussed the purchasing of a drone for township use.

Mr. Strunk made a **MOTION** to approve Resolution No. 2020-19, Authorization to purchase a drone for the inspection of township owned properties. The purchase shall not exceed \$1500.00. The motion was seconded by Mr. Mininger and passed unanimously.

Mr. Vey stated the township should begin obtaining a conservation plan for all township owned properties. RoseTree Consulting has been used in the past to complete. The fee in general is \$1,500 per plan. A future discussion will be had to determine which parcels should be completed first.

Milford Fire Company: Mr. Butler reported for the month of September the Fire Company responded to 24 calls, 6 motor vehicle accidents, 1 structure fire, 1 rescue, 1 brush, 7 fire alarms, 2 police, 3 mutual aid, and 1 automobile fire. Mr. Butler stated pool fills have been very helpful with funding especially with the loss of carnival and other fund-raisers due to the corona virus. The MTVC continues to meet Trumbauersville on a regular basis and the dual response for the daytime has been working out great. Mr. Butler stated they are now waiting for Richland Fire Rescue to give a date. The Fire Company has not received any communication regarding the AFG Grant. They are now looking into the 2nd offering of the grant. The fire company is looking to update/replace new computers and tablets/iPads for their front line apparatus. The fire company is also looking to replace the Deputies vehicle and looking into purchasing a vehicle for the Assistant helping to eliminate wear and tear of personal vehicles. The annual open house will be virtual this year with videos from NFPA, and in house videos, training videos, and a virtual tour that was done by Moyer's Restoration Company.

Mr. Courduff stated a preliminary outline of the LOSAP has been reviewed and comments received by a plan carrier. Mr. Courduff would like to schedule a time to sit with Mr. Butler to discuss nominations for the LOSAP Committee.

Managers Report: Mr. Vey presented the 2021 Minimum Municipal Obligation Worksheet (MMO). The MMO budget amount, based on 1/1/2019 actuarial valuation is \$70,114.00, which will be reflected in the 2021 Budget.

Mr. Vey stated Mr. Kletzing has done extensive research regarding the installation of security cameras. Mr. Kletzing stated the cameras would be located at the municipal building, public works building, Molasses Creek Park, and Unami Park. The township building would be the location where the main hub would be located allowing for the use of the current fiber lines running to the public works building. Cameras would be beneficial in monitoring illegal dumping that occurs at the recycle center. The cameras at the public works building would cover the driveway entrances, fuel, and the main doors. The cameras are app based and can be accessed on any smart phone. Mr. Vey asked where the DVR would be located at Unami Park. Mr. Kletzing stated it would be housed in the storage area. Mr. Winkler stated at the time the lights were installed at Unami Park, extra conduit was installed as well. Mr. Courduff asked if the quality of video would be sufficient for the State Police to use. Mr. Kletzing stated the quality is pretty clear and he doesn't think there should be any issues in viewing the video. The installation of the security system will be installed in phases starting with the highest priorities locations. Mr. Vey has requested a third quote be obtained. Mr. Courduff stated he does not feel the Board is ready to move forward with this at this time and would like more information to review and discuss at a future meeting.

The Board of Supervisors conducted a seven-year review of the Milford Township Agricultural Security Area. A request was received from Thomas and Matthew Mood to include a parcel belonging to them, a 14.994 acre parcel located at 2151 Allentown Road, TMP# 23-015-058, into the Agricultural Security Area. No other requests for inclusion or removal were

received following advertisement of the review. There were no further changes to the Milford Township Agricultural Security Area at this time.

A **MOTION** was made by Mr. Strunk, seconded by Mr. Courduff and passed unanimously, to approve the inclusion request of the Mood property, a 14.994-acre parcel located at 2151 Allentown Road, TMP# 23-015-058, into the Milford Township Agricultural Security Area.

Mr. Vey presented the Board with revenue figures found on the 2021 preliminary budget. Mr. Vey stated expenses would be reviewed at a future meeting. Mr. Stunk said review of the revenues was acceptable at this time. A discussion was had regarding Capital purchases, which include equipment, two bridge replacements, and complete widening of Fells Road. The loader currently owned by the township will be traded in and a new loader will be purchased. The budget reflects salt purchases being made from the State fund. An estimated 2,000-tons of salt will be purchased in 2021. An estimated \$15,000-\$20,000 will be spent on repairs of traffic signals. These repair costs will be made using State funds. With there being no further budget discussion at this time Mr. Vey stated the Preliminary 2021 Budget will be reviewed in it's entirety at the October 20, 2020 Board of Supervisors Meeting.

Escrow Release:

Nappen & Associates has submitted a written request to release a portion of the construction escrow, Escrow Release #4, for the Naplin Four Limited Partnership project located at 2525 Milford Square Pike, TMP# 23-015-118-001. Nappen & Associates has requested a release in the amount of \$41,242.50 leaving a balance of \$348,187.24.

Mr. Courduff made a **MOTION** to approve Escrow Release #4 in the amount of \$41,242.50 for the Naplin Four Limited Partnership project located at 2525 Milford Square Pike, TMP# 23-015-118-001. Mr. Strunk seconded the motion. The motion passed unanimously.

Public Comments: No public comment was received.

Adjournment: With there being no further business Mr. Strunk adjourned the October 6, 2020 Milford Township Board of Supervisors meeting at 9:59 p.m.

Milford Township Board of Supervisors' Agenda
October 20, 2020 - 7:00 pm

Call to Order: Chairman Charles Strunk called the meeting to order at 7:00 p.m.

Attendance: Supervisors present: Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member.
Staff present: Jeffrey Vey, Township Manager; Devan Ambron, Secretary; Nichole Mallery, Financial Assistant

Subdivision / Land Development:

Land Development and Financial Security Agreement, SKAOS/Alpas, Wellness Center/Memory Care TMP# 23-015-110-002. The Board of Supervisors reviewed the draft Land Development and Financial Security Agreement for the SKAOS/Alpas Wellness Center. It was noted that the Agreement should include the conditions imposed at the Final Plan Approval stage.

Mr. Strunk made a **MOTION** to approve the Land Development and Financial Security Agreement for the SKAOS/Alpas Wellness Center, TMP# 23-015-110-002. Mr. Courduff seconded the motion. The motion passed unanimously.

Land Development and Financial Security Agreement, Mill Hill Road East Extension Plan- Tabled

Managers Report:

Crown Castle Land Lease Agreement- A review of the First Amendment to Land Lease Agreement by and between Milford Township and Crown Atlantic Company LLC, for the tower located at 1879 Trumbauersville Road. The proposed lease amendment includes a 25-year lease extension, a monthly rent increase to \$2,100 per month, an annual 3% escalation, right of first refusal which is limited to the lease area and industry competitors, a 25% revenue share for future subtenants, and a \$20,000 signing bonus.

Mr. Courduff made a **MOTION** to approve the First Amendment to Land Lease Agreement by and between Milford Township and Crown Atlantic Company, LLC, for the tower located at 1879 Trumbauersville Road, TMP# 23-020-024. Mr. Mininger seconded the motion and the motion passed unanimously.

Multimodal Grant Authorization:

Mr. Courduff made a **MOTION** to authorize submission of the 2021 Multimodal Transportation Fund grant application by Resolution No. 2020-20. The motion was seconded by Mr. Mininger and unanimously approved.

2021 Preliminary Budget:

Mr. Vey presented the 2021 Preliminary Budget. Milford Township's 2021 budget provides for all on-going governmental operations in addition to numerous public works projects without any tax increase.

The 2021 budget includes a number of funds.

- \$2,756,292 General Fund
- \$404,957 State Fund
- \$84,300 Capital Fund
- \$1,665,000 Traffic Fund
- \$126,000 Recreation Fund
- \$681,494 Open Space Fund

The 2021 Budget is a balanced budget where General Fund expenses do not exceed revenues. Taxes will not be raised. The current local income tax rate for Milford Township is 1.75%. Of that, 1% goes to the Quakertown Community School District, and .75% is used by Milford Township (0.5% General Fund, 0.25% Open Space). The current real estate millage rate for Milford Township is 2 mills (1.25 mills is distributed as Fire Tax to the fire companies plus additional fire contributions are made from the General Fund and Fire Relief Funds are distributed to the companies). Expenses do not exceed revenue sources and adequate reserve balances are projected.

Milford Township is continuing an aggressive capital program including the complete widening of Fells Road, overlay of Milford Avenue and Carol Ann Street, and two bridge replacements, Weiss Road Bridge and Rosenberger Road Bridge.

Improvements are planned for Milford's Park System. Playground equipment, a pavilion and a pickle ball court will be installed in the Unami Park. Plans for a Splash Pad will be advanced.

Equipment purchases include a loader, pick-up truck with a plow, a 2.5-yard salt spreader, skid steer broom and a hydraulic hammer for a mini excavator. Rotation of equipment will be continued. Buildings will be maintained with additional provisions to install an expansion to the lunchroom at the Public Works building. Two complete overhead door openers will also be installed.

The Board reviewed the draft budget in detail.

Mr. Courduff made a **MOTION** to approve the 2021 Preliminary Budget and advertise its availability for review before final adoption in December. The motion was seconded by Mr. Strunk and unanimously passed.

Public Comments:

No public comment was received.

Adjournment:

With there being no further business Mr. Strunk adjourned the October 20, 2020 Board of Supervisors Meeting at 9:20 p.m.

Milford Township Board of Supervisors'
Meeting Minutes of December 1, 2020
7:00 P.M.

Attendance: Supervisors present: Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present: Jeffrey Vey, Township Manager; Devan Ambron, Secretary; David Winkler, Public Works Department; Nathan Cordero, Zoning Officer; Catherine Harper; Township Solicitor; and Pete Andersen; Township Engineer.

Chairman Strunk called the December 1, 2020 Board of Supervisors meeting to order at 7:04 p.m.

Approval of Minutes: Mr. Courduff made a MOTION to approve the Board of Supervisors meeting minutes of October 6, 2020 and October 20, 2020 with a minor clerical change to the October 6, 2020 minutes. Mr. Mininger seconded the motion. The motion passed unanimously.

Treasurer's Report: Having reviewed the current bills list, Mr. Strunk made a MOTION to conditionally approve the invoices for payment, along with the September 2020 and October 2020 Treasurer's Report. The motion was seconded by Mr. Courduff and passed unanimously.

The Styer Associates Service Agreement for auditing financial statements, major funds, and aggregate remaining fund information, including the related notes to the financial statements for the year ended December 31, 2020 was presented.

Mr. Strunk made a MOTION to approve the Styer Associates Service Agreement. Mr. Courduff seconded the motion. The motion passed unanimously.

Announcements:

Zoning Hearing Board- The Milford Township Zoning Hearing Board will meet on Tuesday, December 8, 2020 at 7:00 p.m. to consider the following:

The application of Ceaser and Saranne Gorski for the property located at 2020 Rosenberger Road, TMP# 23-010-023, located in the PC and PI zoning district. The applicant seeks a Special Exception section 529(b) to allow the maximum height of the proposed building to be increased from 35 feet to 50 feet. Mr. Vey stated there are four criteria that must be met in granting a Special Exception which include the following: All fire department equipment must be capable of accessing the building from all sides; The building must be equipped with a sprinkler system that utilizes sprinkler heads acceptable to the Board of Supervisors; Fire Department Connections and standpipes must be installed in locations acceptable to the Board of Supervisors; Applicant must grant to the Bucks County Airport Authority an Avigation Easement that provides the Bucks County Airport Authority, its successors and assigns, with the right, but no obligation, to remove obstructions on any portion of the property in an Approach, Transitional, Horizontal and/or Conical Zone of the Airport Zone where the potential exists for an obstruction to penetrate those zones creating a hazard to air navigation. Mr. Vey stated following a discussion with the authority there is no need for the granting of an easement with this proposal. The intersection improvements will be handled with the Land Development review. Mr. Courduff asked if a discussion would be had with PennDOT regarding the extension of New Road. Mr. Vey replied a discussion would be had, however; the township cannot hold the applicant responsible for the New Road connection. Mr. Courduff stated future planning has to be considered during the entire process. With the extension of New Road a lot of turning movements would be eliminated. Mr. Strunk stated the intersection improvements could be done without changing traffic patterns until the turnpike extension physically exists.

Subdivision/Land Development:

Stanford Preliminary Plan of Subdivision, TMP# 23-007-174 and 23-020-007-175, 1615 Canary Road

Mr. Tyler Freed of Mease Engineering presented the proposal on behalf of the Applicant Matthew Stanford. The Applicant proposed to convey 3.286 acres from TMP# 23-007-174 to TMP# 23-007-175 giving a total lot size of 3.358 acres. Convey 0.101 acres from TMP# 23-007-175 to TMP# 23-007-174 to equal an 18.797-acre lot. The Applicant then proposes to subdivide the 18.797-acre lot into two residential lots. Lot 2 will contain an existing single-family dwelling that will be removed. Lot 1 will total 13.044-acres with a proposed single-family dwelling and detached garage along with required improvements. Lot 2 will consist of 5.753-acres with a proposed single-family dwelling and required improvements. TMP# 23-007-175 will consist of 3.358-acres with a proposed single-family dwelling and required improvements. A shared driveway is proposed on Canary Road all will serve all three lots. The lots will all be served by individual on-lot water and sewage.

Mr. Freed presented the Board of Supervisors with a list of requested waiver from the Subdivision and Land Development Ordinance. The Applicant has requested a waiver from roadway improvements, curbs, and sidewalks to be installed along Canary Road as curbs and sidewalks are not characteristic of the area. A waiver is requested from the depth to width ratio for proposed lot 1. Mr. Freed stated the lot is over nine times larger than the minimum required lot size. A waiver is requested to allow for the existing trees to satisfy the street tree requirements. The Applicant requests a waiver from the requirement to provide streetlights. Mr. Freed stated streetlights are not characteristic of the area of the Township. A waiver is requested to allow the Record Plan and the Natural Resources Plan to fulfill the requirements of the Existing Site Context Map as well as the Existing Resources and Site Analysis Map. A waiver is requested from locating all features within 400 feet of the property. Mr. Freed stated with the size of the property and the minimal development that is being proposed, he feels that the subdivision will not affect the neighboring properties. An aerial plan has been submitted to show existing features within 400 feet of the property. The final waiver request is to allow the Record Plan, Natural Resources Plan, Erosion & Sediment Control Plan, and Post Construction Stormwater Management Plan to fulfill the requirements of the Preliminary Resource Impact and Conservation Plan. Mr. Freed stated the submitted plans show all natural resources potentially impacted by the proposed development and that all natural resources, protected areas, and proposed improvements have been shown on and impacts have been tabulated.

Mr. Courduff asked if the paving requirements are being met. Mr. Andersen stated they are. Mr. Winkler stated clearing the entire right-of-way has been discussed with Mr. Mease. Mrs. Harper stated the draft resolution has been provided for review which notes the clearing the right-of-way. Mrs. Harper inquired as to dedication of the right-of-way on Canary Road. Mr. Freed stated the applicant would be offering the right-of-way for dedication a note has been added to the plan. Mr. Freed stated the project was reviewed in September as a Sketch Plan. The applicant appeared before the Planning Commission in November where approval was recommended. Mr. Strunk asked how the applicant would access the septic systems that are located in the rear of the property in the area of the wetlands. Mr. Freed stated crossing the wetlands would not be needed as the proposed driveway avoids these areas. Mr. Courduff asked if the applicant has satisfied all requirements for accessing the property regarding the pipeline that is shown on the plan. Mr. Freed stated the pipeline is referenced in note #17 of the plan. There is no record of an easement of the pipeline or the pipeline physically being there. There is no permission to be granted as an owner has not been located. Mr. Vey asked if the pipeline could be removed from the plan so there is no confusion in the future. Mr. Freed stated a plan dating back to the 1950's had shown a line on a plan noting the pipeline. No evidence of a pipeline existing has been found. The pipeline will be removed from the proposed plan. Mrs. Harper asked how we could be sure there is no pipe. Mrs. Harper stated if there is no easement it can be removed but how is it known there is no pipe. Mr. Freed stated he is unsure which is why it was left on the plan and no development is proposed in that area. A PA-One call was performed and nothing was marked for the pipeline in question.

Mr. Courduff stated the Bucks County Planning Commission letter dated October 22, 2020 states the plan should note the location of the tree protection zones and indicate compliance with tree protection requirements. Mr. Freed stated a tree protection fence is shown on sheet #4 of the plan. Mrs. Harper stated in granting the requested waivers the applicant would contribute a fee-in lieu for park and recreation impact as well as traffic impact. These fees would be assessed at the time a building permit is issued for each new lot. Mr. Freed stated the applicant is aware. There was no further discussion at this time.

Mr. Mininger made a **MOTION** to conditionally approve Resolution No. 2020-21, Stanford Minor Subdivision Plan along with the requested waivers. The plans must be revised to comply with the recommendations of Andersen Engineering review latter dated October 19, 2020; the Applicant is to contribute a traffic impact mitigation fee of \$5,500.00 in lieu of providing roadway improvement along Canary Road; The Applicant is to contribute a fee-in-lieu of \$4,500.00 to Milford Township for park and recreation purposes. Mr. Strunk seconded the motion, the motion passed unanimously.

St. Luke's Hospital, West Wing Expansion Conceptual Plan, 3000 St. Luke's Drive, TMP# 23-010-023

Mr. Robert Martin, St. Luke's Vice President, presented the Board of Supervisors a conceptual plan of the proposed West Wing expansion. The applicant proposes to construct a new 118,000 square foot, 80-bed facility, which is to be located immediately west of the existing hospital. With an approval of the proposed expansion, the hospital will double in size. No variances are required for the plan to move forward. No new entrances to the site are proposed. The plans presented preserve the future opportunity of Driveway "B". Mr. Martin stated Driveway "B" is not needed for this proposal as it does not have an effect on this proposed project. Mr. Martin stated he would like to see construction of the expansion beginning as early as the summer of 2021. The hospital has surpassed all targets, outside of COVID. St. Luke's Hospital has seen an increase in new patients by 25-30%. The expansion will provide inpatient overnight care along with specialty care and a future medical office.

Mr. Martin made special mention St. Luke's Hospital was aware of the responsibility to begin the final improvements on Route 663 for a portion that were not able to be finished prior to the hospital due to environmentally sensitive areas. Langan is working on these improvements now along with a full build out of the western portion of the property and giving attention to the Portzer Road intersection. The site plan preserves Driveway "B" as required by an agreement had by and between St. Luke's Hospital and LifeQuest. Driveway "B" is not on the plan to serve St. Luke's Hospital and is not needed for access to the site. If removed, the area would be used for parking. Mr. Courduff asked Mr. Martin to discuss the no need for Driveway "B". Mr. Martin stated Driveway "B" was not meant to serve a

hospital but more a retail location. LifeQuest still has additional development to complete. Access to the site via Portzer Road and Route 663 is found to be sufficient, safe, and controlled. However, St. Luke's has a responsibility to preserve Driveway "B".

A brief discussion was had regarding the water connection. At this time the applicant is waiting on the location of connection. Plans will be submitted to the water authority for review. It is the hopes that construction will begin in the summer of 2021. Mr. Martin stated the required widening of Route 663 would be done at one time, which would include the conduit needed for stormwater. Mr. Strunk stated the roadway improvements were to begin in the spring of 2020. Mr. Martin stated he does acknowledge that. There was a delay in roadway improvement beginning due to COVID and the major impact it had on the healthcare industry. Mr. Strunk asked why Mill Hill Road East Extension is shown as a stub not extending to the property line. Mr. Strunk noted the township would like to see a smooth curve with Mill Hill Road East having a right-of-way rather than having to stop and turn. Mr. Martin stated the configuration of the roadway would depend on the installation of Driveway "B". There are wetlands located within the area that would also have to be taken into consideration. Mr. Martin stated the roadway alignment would be looked at with staff. Mr. Strunk stated he would like to see Mill Hill Road East Extension shown to the property line of the St. Luke's Hospital site. Mr. Burns stated the plans would be updated to show such. There was no further discussion at this time.

Quaker Pointe Drive Hotel, LLC, TMP# 23-010-021-001, 1915 John Fries Highway-Tabled

Williams-Roth Subdivision, TMP# 23-010-050, 1908 Allentown Road- A discussion was had regarding the status of the proposed subdivision. Mr. Strunk stated he is in favor of denying the application at this time. Mr. Courduff stated the plan has been discussed for years. Mr. Courduff asked if the applicant has agreed to extend the water main the entire length of the property and improve Allentown Road to PennDOT specifications, and to move the utility line. Mr. Andersen stated the applicant has agreed to the requirements and in return would like to have a private road less than the required 36' wide. Mr. Courduff asked Mr. Winkler if there were any reasons why the township would want a narrower road. Mr. Winkler stated he likes the private roadway. The roadway is proposed to be 28' – 30' wide. Mr. Winkler stated this is 6' narrower than the township standards. Mr. Courduff asked why the township would want a road with 7 proposed houses. Mr. Strunk stated the narrow width of the road poses a safety issue. If one car parks on the side of the roadway it makes it difficult for a car to pass by let alone a fire truck. A brief discussion was had regarding the potential safety hazards with the proposed roadway.

Mr. Strunk made a **MOTION** to deny the Williams-Roth Subdivision plan for failure to conform to the Milford Township Zoning Ordinance and Subdivision Land Development Ordinance as detailed in the most current township review letters issued by Andersen Engineering Associates, Inc., dated March 17, 2020, the Township Engineer's Review of the stormwater management system dated July 14, 2020 and the Bucks County Planning Commission review letter dated June 8, 2020. Mr. Courduff seconded the motion and the motion passed unanimously.

Other Business:

LifeQuest Fifth Revised Master Plan, John Fries Highway- Mr. Andersen stated the Fifth Revised Unified Master Plan was approved by the Board of Supervisors a few months ago. The plans were to be executed by all parties listed on the Record Plan. St. Luke's had a discussion with LifeQuest regarding a few changes that needed to be made to the plan. The revisions requested were very minor in nature and included revisions to the table of allowable land uses in the AMU and to the address. Mr. Andersen stated he has reviewed the revised plan and sees no issues with the revisions and has since signed the plans. Mrs. Harper stated the plans that are given for signatures for recording purposes must be the plan that was approved by the Board of Supervisors. Given the approved plan has since been revised, a new approval should be granted. Mr. Smith stated the changes involve adding the table of land uses which was requested in the approval letter. Mr. Strunk stated a note has been added to the plan, which is different from the other plan. Marty stated a decision was made in May. Part of the decision involved the addition of a table of land uses be added to the plan. The revision was made in late September to meet the conditions noted in the approval as well as Mr. Andersen's review letter. Around this time the plan was sent to St. Luke's and Alpas for signatures. St. Luke's conducted a review of the plan including the table of land uses and decision. St. Luke's requested the note be adjusted due to the verbiage not matching the verbiage in the decision. Mr. Andersen stated the plan approved by the Board of Supervisors dated October 2020 has changed slightly as Mr. Smith indicated to include a revised table and a note describing the table. Mrs. Harper stated an approval should be issued for the revised plan. Mr. Bubba stated the revisions were made to ensure the plans are consistent with the approval granted by the Board of Supervisors. Mrs. Harper agreed.

Mr. Courduff made a **MOTION** to approve the amendments to the Fifth Revised Unified Master Plan with a revision date of November 19, 2020. Mr. Mininger voted aye and Mr. Strunk voted nay. The motion passed.

Dedication of Mill Hill Road East: Mr. Andersen reported the roadway has been installed and is ready for dedication. The 18-month maintenance period will begin following the dedication. The 18-month maintenance escrow has been established.

Mr. Strunk made a MOTION to accept dedication of Mill Hill Road East. Mr. Courduff seconded the motion. The motion passed unanimously.

Correspondence:

Mr. Mininger presented the Bucks County Airport Authority Minutes of October 14, 2020. Mr. Mininger reported the Airport Authority has requested funding through the Multimodal Transportation Grant in the amount of \$2,870,000.00. If granted the funds you be used for construction an aircraft maintenance hanger at the Quakertown Airport.

Mr. Vey stated the Quakertown Area Planning Committee Meeting Minutes of October 13, 2020 are available for review. Discussed at this meeting was the Sketch Plan of Land Development for the proposed Gorski New Road Warehouse. The QAPC voted to endorse the recommendations in the Bucks County Planning Commission Review dated September 25, 2020. The QAPC offered comments for the township's consideration. These comments include the realignment of New Road at the site's driveway, coordination with the future Turnpike improvements, and additional buffering of the existing residential uses.

Mr. Vey stated the Milford Township Water Authority Meeting Minutes of September 8, 2020 are available for review.

Mr. Vey stated the Milford Trumbauersville Area Sewer Authority Meeting Minutes of September 21, 2020 are available for review. Per the minutes supplied, discussed at this meeting was daily BOD monitoring.

Mr. Vey reported correspondence dated October 21, 2020 has been received from Richland Township regarding proposed roadway improvements to West Pumping Station and Portzer Road. The Richland Board will be putting the improvements to West Pumping Station and Portzer Road on hold at this time. It was noted that an estimated cost of approximately \$1.6 million would be required to make the necessary improvements. The roadway improvements will be revisited at a future time.

Mr. Chris Canavan of W.B. Homes, Inc. has requested to extend the five-year protection for preliminary approval for the Reserve at Milford from its current expiration of December 29, 2020 for two years through December 29, 2022.

Mr. Strunk made a MOTION to approve the request made by W.B. Homes, Inc., to extend the Pennsylvania Municipalities Planning Code five-year protection for preliminary approval for the reserve at Milford, tax parcels 23-010-137, 23-010-145, 23-010-144, and 23-010-144-003. The approval extends the expiration date to December 29, 2022.

Mr. Vey stated the Volunteer Firemen's Relief Association Compliance Audit for the period January 1, 2017 – December 31, 2019 has been received by the township and is available for review.

Reports:

Code Enforcement: Mr. Cordero presented the Code Enforcement Report for October and November 2020. A total of 18 permits were issued in October: 6 residential renovation permits, 10 residential accessory permits, and 2 single-family dwelling permits. A total of 20 Use & Occupancy permits were issued and 9 fire inspections were performed.

A total of 17 permits were issued in November: 3 zoning permits, 3 residential renovation permits, 7 residential accessory permits, 1 institutional permit, and 3 commercial permits. A total of 2 Use & Occupancy permits were issued. One Zoning Hearing Board Application was received and 3 fire inspections were performed. Mr. Cordero reported fire inspections have stopped for the remainder of the year.

Public Works: Mr. Winkler presented the Public Works Departmental Reports for October and November 2020. Mr. Winkler stated in October the Public Works Department began the month replacing two cross pipes on Hieter Rd between Steinsburg Rd and Bannerstone Drive. Sacks and Sons laid 2032 tons of 9.5 mm on Bauman Rd. Holes were drilled for the tree planting on the Blough property and holly trees were planted on the Shelps property. Zone Striping sprayed yellow latex lines on Bleam and Mill Hill Rd and epoxy lines on Bauman and Milford Square Pike.

In November the Public Works Department began the month by removing 4 large trees located in the right of way on Angstadt Road with and help of Dave's Tree services that also came in for 2 days to help take down some large ash trees on Umbreit, Keiper and Mill Road. The Public Works crew picked up leaves in ditches throughout the township. All the plows and salt spreaders were brought in from storage and all equipment was prepped to ensure we are ready for winter weather.

Milford Township Volunteer Fire Company Report: Chief Butler reports the Fire Company is looking to replace the Deputies vehicle and possibly purchasing a vehicle for the Assistant as there has been much wear and tear on personal vehicles. The Fire Department was not awarded funds through the AFG Grant even after applying with a professional writer making this 7-years in a row a grant has not been awarded. Discussions are still being had with Bucks County regarding the future of the fire service. Fire boxes for the west side of the township have been completed. A meeting with the County Radio is upcoming where a discussion will be had regarding the new dispatch system. The Santa run will not take place this year due to COVID-19 the fire department has discussed driving Santa around the township on a fire truck.

Manager Report: Mr. Vey reported the Sewage Facilities Planning Module has been received for the Stanford Plan of Minor Subdivision.

Mr. Vey presented a proposed amendment to the current fee schedule. The amendment will clean up any underlying conflicts with the current fee schedule. Currently, the township is using two fee schedules. The amendment will consolidate into one fee schedule which will follow the third-party fee schedule as well as Milford Township's. Mr. Courduff asked if the fee scheduled covers conflicts with the inspector as well. If there would be an issue with a contractor and the inspector would the fee schedule cover other parties if they are needed as well? Mr. Cordero stated there have not been any conflicts to date. The third party currently performs all inspections. Mr. Courduff asked Mr. Cordero if the fee schedule should include a second and third party inspection company. Mr. Courduff asked Mr. Cordero to research the subject and stated the fee schedule will be discussed at the next meeting.

Mr. Vey stated the township is in receipt of a donation and sponsorship opportunity for the Quakertown War Memorial. Mr. Strunk stated the township should donate to the revitalizing of the Quakertown War Memorial. Mr. Mininger stated he has no objections. A \$1,000 donation will be made on behalf of Milford Township.

Mr. Vey reports an Agreement by and between the Pennsylvania Turnpike Commission and Milford Township to vacate a portion of Doerr Road has been received. The Turnpike Commission has determined that a portion of Doerr Road will be impacted by the reconstructing and widening of the Turnpike. Mr. Vey stated all guiderail that is to be removed be delivered to the Public Works yard. Mr. Courduff asked Mr. Winkler if we are looking at the little access road to Schmoutz Creek at Milford Fish and Game. Mr. Winkler stated details of the access area have not been received at this time. Due to the elevation difference, steps or a ramp will be needed. Mr. Courduff stated a ramp should be provided to be compliant with ADA regulations. There was no action taken on the agreement at this time.

Mr. Strunk stated there is a small section of Fennel Road between Canary and Kumry Road where the intersection is bad and should be removed. Mr. Vey stated removal of the intersection would be the responsibility of Milford Township. Mr. Vey asked Mr. Winkler about access on to the roadway. Mr. Winkler stated the old schoolhouse has access onto the roadway as well as the newly constructed pole building, which also access off of Canary. Mr. Winkler does not see a safety issue with removal of the intersection. Mr. Courduff stated it may be a benefit to the property owner. Mr. Mininger asked if the neighbors have weighed in in regard to vacating Doerr Road. Mr. Vey stated they have. Public meetings were held, and issues were resolved with concerns of those affected. Mr. Vey asked Mr. Courduff his thoughts on additional public comment. Mr. Courduff stated he felt a good exchange was had. He does not feel there is much left to discuss and it may be beneficial to include the information to our website and if needed future meetings can be had.

Mr. Kletzing presented a proposal to upgrade half of the streetlights close to 65 lights within the township to LED lights. There will be no cost to the township and a decreased cost to those residents living within the streetlight district. The conversion will take close to seventy days to complete. Mr. Strunk inquired as to the lumens with the proposed lights. Mr. Vey stated the streetlight district is charged for the use of the light not the lumens provided. Mr. Strunk stated he feels the proposed lights will not be as bright as the existing light. Mr. Kletzing stated a different shade is used with the LED streetlights.

Mr. Strunk made a **MOTION** to approve the upgrading of the lights noted on the plan presented. Mr. Courduff seconded the motion. The motion passed unanimously.

Mrs. Ambron presented the Meeting Schedule for 2021. The Board of Supervisors Re-Organization Meeting will be held on, Monday, January 4, 2021. The Board of Supervisors are scheduled to meet the 1st Tuesday and 3rd Tuesday of the month. The Planning Commission members are scheduled to meet the last Wednesday of the month with the exception of November 24, 2021

which has been changed to Thursday, November 18, 2021. The Zoning Hearing Board members are scheduled to meet the second Tuesday of the month.

Mr. Courduff made a **MOTION** to accept and approve the Milford Township Meeting Schedule for 2021. Mr. Strunk seconded the motion. The motion passed unanimously.

Mr. Vey stated if the Board is set to move forward with providing a Health Savings Account to full-time employees of the township the underwriters must be made aware in the next two weeks. Mr. Courduff stated he was pleased with the presentation of the plan.

Mr. Mininger made a **MOTION** to approve the Health Savings Account. Mr. Courduff seconded the motion. The motion passed unanimously.

Mr. Vey presented the findings of the Archaeological Data Recovery Excavations at the Unami Creek Open Site. The excavation took place between May and August of 2019 as part of the PA Turnpike Northeast Extension Project. AECOM has recovered 151,354 artifacts from the site. All of the found artifacts have been catalogued dating back 10,000. Included in the report were photo of the artifacts. Milford Township has appreciation and insight on Lenape culture. Mr. Vey reported if the township is to keep the artifacts a shelving unit, consisting of five shelves would be needed. Mr. Vey stated Milford Township should be responsible stewards. Mr. Courduff asked if the township must retain in all its entirety. Mr. Vey stated absolute. If the artifacts cannot be displayed currently, they should be kept in a way to maintain their integrity. Mr. Courduff stated a few pieces could be displayed at the Historical Society. Mr. Strunk stated it may be beneficial to store the artifacts at the Historical Society as well.

Mr. Strunk made a **MOTION** to retain all of the artifacts noted in the AECOM report dated November 20, 2020. Mr. Courduff seconded the motion. The motion passed unanimously.

Mr. Vey presented the Board with a Project Agreement by and between the Bucks County Airport Authority and Milford Township for the removal of tree obstructions from runway 11. Mrs. Harper stated she has reviewed the agreement and has no concerns.

Mr. Courduff made a **MOTION** to approve execution of the Bucks County Airport Authority Project Agreement for the removal of tree obstructions. Mr. Strunk seconded the motion. Mr. Mininger abstained.

Mr. Vey reported no major changes or additions have been made to the 2021 Preliminary Budget. The 2021 Final Budget was presented to the Board.

Mr. Mininger made a **MOTION** to approve the 2021 Final Budget. Mr. Strunk seconded the motion. The motion passed unanimously.

Escrow Release: LifeQuest/Milford Village, TMP# 23-010-179, 23-015-099, and 23-015-110. LifeQuest/Milford Village has submitted a request to move/release funds held in an Infrastructure Account.

Mr. Strunk made a **MOTION** to approve \$214,000 be moved into a maintenance escrow account titled LifeQuest Nursing Center and the release of funds to LifeQuest in the amount of \$168,807.60. Mr. Mininger seconded the motion and the motion passed unanimously.

Public Comments: No public comment was received.

Adjournment: With there being no further business Mr. Strunk adjourned the December 1, 2020 Milford Township Board of Supervisors meeting at 9:25 p.m.

Milford Township Board of Supervisors'
Meeting Minutes of December 15, 2020
7:00 P.M.

Attendance:

Supervisors present: Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present: Jeffrey Vey, Township Manager; Devan Ambron, Secretary; David Winkler, Public Works Department; Nathan Cordero, Zoning Officer; Christopher Kletzing, IT Manager.

Chairman Strunk called the December 15, 2020 Board of Supervisors meeting to order at 7:25 p.m.

Financial Reports:

After reviewing the invoice list dated December 15, 2020, Mr. Strunk made a MOTION to approve as presented. Mr. Mininger seconded the motion. The motion passed unanimously.

Mrs. Ambron reported several revisions to be made to the accounts held by Milford Township at Univest Bank. These revisions include removing the previous Secretary-Treasurer along with the Township Manager, Mr. Vey from the accounts and adding an authorized third signer of checks.

Mrs. Ambron stated a new account, to be held with Univest Bank, will be required to fund a portion of the Milford Township Health Care Coverage Plan, specifically the Health Savings Account and Health Reimbursement Account. The sum of \$36,000 will be required to fund the HSA and \$147,000 will be required to fund the HRA. These funds will be held in one account and distributed as needed.

Mr. Strunk made a **MOTION** to approve the revisions presented to the accounts held at Univest Bank and the full funding of the Health Care Coverage account. Mr. Mininger seconded the motion. The motion passed unanimously.

Other Business:

Building/General Permit Fee Schedule Amendment. Mr. Cordero presented the Board with the proposed Building/General Permit Fee Schedule Amendment. The amendment will replace the existing Building Permit Fee Schedule as well as the Electrical Permit Fee Schedule, Plumbing Permit Fee Schedule, and Mechanical Permit Fee Schedule found in the 2020 Milford Township Fee Schedule Resolution No. 2020-04.

Mr. Strunk made a **MOTION** to approve the Building/General Permit Fee Schedule Amendment as presented. Mr. Mininger seconded the motion and the motion passed unanimously.

Wonsidler Farmhouse. Mr. Vey presented the Board with the design in building alternatives for the Wonsidler farmhouse located at 1975 Trumbauersville Road owned by Milford Township. Plan Design One includes a 15'x20' addition out the front of the house. The addition includes a family room on the first floor and a bedroom on the second. The rooms on this plan are comfortable in size. The plan shows at the southwest elevation, the existing basement floor line that has been left in its original place. An 8' area of additional basement is proposed. To keep the new proposed basement floor away from the existing, a bulkhead against the existing wall is advisable. No drawings have been provided for the basement area at this time. A bilco door would most likely be installed along with in an interior door to gain access to the existing basement area. An entryway into the house would be through the new addition as well as keeping the existing front door so no new opening would be required to be cut. Eight foot ceilings are proposed with 2'x10' floor joists. The existing floor to floor is eight feet. A step up into the existing house is proposed. The second floor aligns so there are no tripping hazards. The kitchen is located in the back corner of the house to help keep the first floor open. There are four bedrooms shown on the design plan, none of which are large but are able to handle twin and queen sized beds. Shown on the exterior plan, the original roof slopes have been matched. The windows are larger in size in the bedrooms. The existing windows are smaller in size. It has been recommended that casements be installed with grilles to get the appearance similar to the existing double hung windows. The elevation shows graded, checked with a line level, drops 5' from the existing floor line to the furthest extent of the addition.

Alternate Design Plan 2 suggests minimizing new square footage, with the new square footage being cut in half. A staircase and plumbing are shown in the addition. A step down is proposed due to the low ceiling in the powder room/laundry area. The first floor layout is the same with the exception of the location of the powder room. The stairwell going to the basement is shown on the plan. It is undetermined at this time if access to the basement from the interior would be needed as the laundry area is proposed on the in the new addition. The second floor allots for three small bedrooms with the layout showing two at this time. Design Plan 2 proposes smaller windows and a front porch similar to the existing front porch.

A discussion was had regarding the design plans. Mr. Strunk asked Mr. Winkler his opinion of the two proposed design plans. Mr. Winkler stated he feels the bedrooms are small in size. Mr. Strunk asked Mr. Winkler if he is in favor of Design Plan 1, which proposes a larger addition and if he feels the crew would be okay with doing the work. Mr. Winkler stated it would be a lot of work which may take up to two-years to complete. The foundation and framing would not be an issue. The plumbing, mechanical and electrical work would need to be completed by a third party. Mr. Winkler stated the insulation should be done on the interior of the dwelling to not loose the stone look on the exterior of the home. Mr. Courduff asked if we have any estimates on costs at this time. Mr. Vey stated at this time we do not. Mr. Winkler will begin getting some preliminary figures together. The existing well and septic system will require attention. Mr. Strunk stated the well should be tested to see if it is usable. A new heat system will need to be installed as well. Mr. Winkler stated the size of the addition would need to be decided on before picking a heat system due to the size needed to heat the house. There are still a lot of unanswered questions at this time. Mr. Winkler asked if a walkout basement is proposed. Mr. Vey stated there is grade to work with. Mr. Strunk stated he envisions the project taking 3-4 years to complete to which Mr. Courduff agreed. Mr. Courduff noted an inspection should be performed to determine the extent of any deterioration. Mr. Vey stated a decision should be made on the direction being taken then proceed with the project in phases. The soil should be tested for its perk ability. Mr. Courduff asked if there was any historical value to the building as it dates back to around 1780. Mr. Vey stated a historic survey of the township was completed some years ago. The records will be checked to see if the Wonsidler farmhouse was included in the study. There was no further discussion at this time.

Property Maintenance:

A discussion was had regarding the township owned modular home located at 2127 Allentown Road. The tenant reports a leak in the roof. Mr. Cordero conducted a site inspection of the property. Following a brief discussion regarding the future use of the property, the Board decided a quote should be obtained for the repair/replacement of the roof.

A brief discussion was had regarding township owned property located at Camp Cedar Hill. A tenant of the property has requested to install a new heat system and would like permission to remove the system when they vacate the property. Mr. Vey stated several properties located at Camp Cedar Hill require a Use and Occupancy inspection. These remaining properties with an outstanding Use & Occupancy inspection should be put on notice. It was stated a Use & Occupancy is needed before any decision can be made.

Public Comment:

Mrs. Ambron stated there was no public comment received.

Adjournment:

With their being no further discussion at the time Mr. Strunk made a **MOTION** to adjourn the December 15, 2020 Milford Township Board of Supervisors meeting at 8:18 p.m.