

**Milford Township Board of Supervisors’
Minutes of January 3, 2023 Re-Organizational Meeting**

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; Peter Andersen, Township Engineer; Kate Harper; Township Solicitor; David Winkler, Public Works Director; Gregg Kravitsky, Code Enforcement; and Christopher Kletzing, IT Manager.

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. Strunk, Mr. Courduff was nominated as Vice Chair, no other nominations were presented, the Board unanimously appointed Mr. Courduff as Vice Chair.

Resolution No. 2023-01, Appointments, Reappointments and Modifications of Appointments:

Mr. Strunk presented the Board with the list of Appointments, Reappointments and Modifications of Appointments for 2022.

	<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 Traffic Engineer	SAFE Highway Engineering, LLC (Fees outlined in Fee Schedule)
Assistant Manager	Devan Ambron
Township Secretary	Devan Ambron
Township Treasurer	Devan Ambron
Bond Requirement	\$3,000,000.00
Designation of Official Depository	PLGIT, QNB, TD Bank and Univest
Code Enforcement	Gregg Kravitsky
Zoning Officer	Gregg Kravitsky
Building Code Official	Gregg Kravitsky
	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) 12/31/2025
Earned Income Tax Collector	Keystone Collections Group
Local Tax Collector	Betsy Moyer (4-year Term) 12/31/2025
Independent Auditor	Styer Associates
Zoning Hearing Board (3-Year Term)	Cameron Waite, Member 12/31/2023
	Christian Haberle, Member 12/31/2024
	William J. Buchanan, Member 12/31/2025
	Mark Schlosser, Alternate 12/31/2024
	Timothy Johnson, Alternate 12/31/2025
Zoning Hearing Board Solicitor	High Swartz LLP
	Thomas E. Panzer, Esquire

Mr. Courduff made a **MOTION** to approve **Resolution 2023-01**, Appointments, Reappointments and Modification of Appointment. The motion was seconded by Mr. Strunk and passed unanimously.

Resolution No. 2023-02, Establishing Earned Income Tax Rates for 2023

Mr. Strunk stated the earned income tax rate for 2023 remains 1.75% which is divided between the following entities: 1% to the Quakertown Community School District, 0.50% to Milford Township General Fund, and 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. 2023-02**, Establishing the Earned Income Tax Rates for 2023. The motion was seconded by Mr. Courduff and passed unanimously.

Resolution No. 2023-03, Real Estate Tax:

Mr. Strunk 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. Strunk made a **MOTION** to approve **Resolution No. 2023-03**, Levying a Tax Upon Real Property. The motion was seconded by Mr. Courduff and passed unanimously.

Resolution No. 2023-04, 2022 Fee Schedule for Services:

Mr. Strunk made a **MOTION** to approve **Resolution No. 2023-04**, Fee Schedule for Service with no revisions. The motion was seconded by Mr. Mininger and passed unanimously.

Resolution No. 2023-05, Street Light Assessment:

The Street Light Assessment consists of 20 Street Lighting Districts with a total of 138 streetlights. The assessment ranges from \$18.00 to \$230.00 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. 2023-05**, Street Light Assessment. The motion was seconded by Mr. Courduff and passed unanimously.

Mr. Mininger was nominated by Mr. Strunk as the Voting Delegate for Milford Township at the 2023 PSATS Convention being held at Hershey Lodge on April 23 through April 26, 2023.

Mr. Courduff made a **MOTION** affirming that Mr. Mininger would be the Voting Delegate of Milford Township at the 2023 PSATS Convention being held on April 23 through April 26, 2023. Mr. Strunk seconded the motion.

With their being no further business, Mr. Strunk adjourned the re-organizational meeting at 7:06 p.m.

**Milford Township Board of Supervisors’
Minutes of January 3, 2022 Meeting**

Attendance:

Supervisors present: Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present: Jeffrey Vey, Township Manager; Devan Ambron, Secretary; Peter Andersen, Andersen Engineering; Catherine Harper, Township Solicitor; David Winkler, Public Works Department; Gregg Kravitsky, Code Enforcement; and Christopher Kletzing, IT Manager.

Chairman Strunk called the Regular Meeting of the Milford Township Board of Supervisors to order at 7:06 p.m.

Approval of Minutes:

Mr. Courduff made a **MOTION** to approve the Board of Supervisors Meeting Minutes of December 6, 2022 and December 20, 2022 as presented. Mr. Mininger seconded the motion. The motion passed unanimously.

Financial Report:

Having reviewed the current bills list, Mr. Strunk made a **MOTION** to approve the invoices for payment, along with the Treasure’s Report of November 30, 2022. Mr. Courduff seconded the motion. The motion passed unanimously.

The board was presented with the State Audit of Liquid Fuels Fund. No comments were received.

Land Development:

Moyer Milford Square Sketch Plan, 3-Lot Subdivision, 2060 Allentown Road, TMP 23-10-081. Mr. Scott Mease was in attendance to present the proposal. Mr. Mease stated the plan was brought before the board two months ago. Mr. Mease gave a brief description of the proposal. The applicant proposes to subdivide the property into three lots. Lot 1 will consist of the existing family dwelling and lot 2 and lot 3 will be improved with a single-family dwelling. Each lot will be greater than .5 acres in size. The applicant appeared before the Planning Commission who were in favor of the subdivision. One issue discussed at the Planning Commission meeting was the lack of a public water line as this property is located in the public water district. The closest water line is located at the intersection of Milford Square Pike and Allentown Road. The applicant had submitted a waiver request to the water authority. The Water Authority discussed the waiver request at a public meeting which the applicant was unaware of. It was stated the applicant would need to connect to public water. Mr. Mease stated the waiver was then discussed a second time with himself and the applicant in attendance. A cost estimate was discussed with Mr. Andersen and Mr. Koenig. Mr. Mease stated the costs involved are feasible for a larger subdivision not a 3-lot subdivision as the costs would range upwards of \$300,000. Mr. Courduff asked if there was any consideration given on cost sharing. Mr. Mease stated not at this time. Mr. Mease said before his client moves ahead with a preliminary plan, he would like to discuss the issue. Mr. Courduff stated there are several issues. The property is located within the public water service area and this township spent a lot of money running a 12” water main and it was his thought that at some point fire hydrants and water extension lines would be installed. Mr. Courduff stated what he thought was to happen was the client and the Water Authority would hash out cost sharing. Mr. Mease stated cost sharing was not mentioned at all. Mr. Courduff stated there should have been some sort of negotiation worked out. Mr. Strunk stated the recently approved Foulkes Mill Road development will be installing a 12” main down Allentown Road. Mr. Strunk stated there are no public improvements proposed with this plan. Mr. Mease stated he is confused on who drives the boat as the Board of Supervisors stated they are on board with what the Water Authority recommends. Mr. Strunk replied that the Board does not have to agree with the Authority. Mr. Courduff stated as he recalls that is what was said, however; he was hoping the Water Authority would sit and negotiate, public water and fire protection. Mr. Courduff stated there might be a day when the wells dry up. Mr. Mease stated his client had a discussion with a well driller who stated there would be plenty of water and a filter would be needed for potable water. Mr. Courduff stated he agrees, the water is full of iron and manganese, and it is very expensive on-going treatment adding chemicals and replacing filters. Mr. Courduff stated he feels as though the community would be short

changed with this proposal. The applicant, Mr. Ralph Moyer stated the Authority did suggest if the line ever comes up Allentown Road, the lots should be required to tie into public water service and abandon the well which could be done with a deed restriction. Mr. Mininger stated the applicant could go back to the Water Authority to discuss cost negotiations. Mr. Moyer stated he does not feel all the back and forth is right. Mr. Courduff stated recommendations must be made on what is in the best interest of the community and having public water is in the best interest. Mr. Andersen stated he estimates the cost to be \$600,000 to run a line from the Milford Square Pike intersection to the northern property line. Mr. Mease stated his client would like to submit the proposal as preliminary plan and is looking for feedback. Mr. Courduff stated beside the public water issue he has no other issues with the proposal as the subdivision makes sense in that area. Mr. Mininger stated he sees no problems with the proposal other than the cost sharing issue. Mr. Courduff asked Mr. Andersen if something is being missed. Mr. Andersen stated there is always a way to work something out. The cost is very high but it may be able to be fine tuned. Mr. Vey recommended the applicant make a preliminary plan submission and the water issue be revisited at that time. Mrs. Harper recommended the engineers get together to discuss the plan moving forward. Mr. Moyer stated he will have a conversation with the Board of Health to determine the costs associated to ensure the well water is potable. Mr. Mease stated he feels they now have a direction to move in. Mr. Courduff stated he appreciates the cooperation.

Rotenberger 3-Lot Subdivision, Concept Plan, 2330 Milford Square Pike, TMP 23-010-172. Mr. Mease presented the proposal on behalf of the applicants, Jim and Pam Rotenberger. Mr. Mease stated the property extends from Milford Square Pike to Route 663 with an existing single-family dwelling along Milford Square Pike. The applicants propose to create 2 lots for their children. The newly created lots would access Milford Square Pike and access to Route 663 would be restricted. An easement would be placed on lot 1, granting a shared driveway easement to access lot 2 and lot 3. Route 663 would be used to meet road frontage requirements only. The property is serviced with public water and public sewer. Mr. Mease stated the plan is brought before the Board tonight due to the possible road issue. The applicant does reassure there will be no access onto Route 663. Mr. Courduff stated the plan looks straight forward. Mr. Vey noted the lane lot must meet the zoning requirements. Mr. Mease stated the applicant also proposed a deed restriction that will follow the property. There were no further comments.

Other Business:

Mr. Vey presented a Sewage Facility Planning Module for 1930 Titlow Road, TMP 23-01-017. The applicant proposes to build a single-family dwelling with an attached in-law suite. Mr. Vey stated the proposal complies with the zoning ordinance.

Mr. Strunk made a **MOTION** to approve **Resolution No. 2023-06**, Sewage Facility Planning Module for 1930 Titlow Road, TMP 23-01-017. Mr. Mininger seconded the motion. The motion passed unanimously.

Correspondence:

Mr. Vey reported a merger of Souderton Community Ambulance Association Inc. into Volunteer Medical Service Corps of Lansdale is anticipated to take place on April 1, 2023. There will be no change in service with the merger.

Bucks County Airport Authority Meeting Minutes. Mr. Mininger presented the meeting minutes of November 9, 2023. Mr. Mininger stated the Terminal Rehab project is ongoing. The contractor failed to foam insulate but it is being handled.

Milford Township Water Authority Meeting Minutes. Mr. Vey reported the meeting minutes of November 15, 2022 reflect the draw down of financial security for the Millstone at Parkside project and the Gorski New Road Warehouse project along with escrow releases for the Milford Village Mill Hill Road East project, the Naplin 2 project, and the St. Luke's Hospital project. A preconstruction meeting for Naplin 2 took place on October 27, 2022 and a discussion was had on the Moyer Subdivision water main.

Milford Trumbauersville Area Sewer Authority Meeting Minutes. Mr. Vey reported the minutes from the November 21, 2022 meeting discussed routine business and are available for review. Mr. Courduff stated there was a change of Board members and again the township was not notified and noted as a courtesy the township should be notified of these changes. The Authority should also notify Trumbauersville Borough of the changes. Mr. Bob Smith of the Authority was in attendance. Mr. Courduff asked Mr. Smith if he had any comments about business. Mr. Smith stated the Authority is waiting on the sewer district map so they can proceed with the rerating of the plant. Mr. Vey stated they have a base to work with and Mr. Valentine said he is willing to go over the map even though he is no longer on the board. Mr. Vey said in the next week or two a meeting will be had with Mr. Koenig, Mr. Valentine and Mr. Andersen and he hopes to have a draft to present at the February meeting. Mr. Courduff asked about copper discharges from the plant. Mr. Smith stated a copper study must be performed and may take up to a year to complete. Mr. Courduff stated a comment was made at the last meeting regarding private wells and the low pH acidic value and feels what could be happening is there etching of the copper tubing in residential lines and the copper is entering the sanitary sewer. Mr. Courduff asked Mr. Smith if he could speak to the upgrade. Mr. Smith said they will be replacing the liner in the lagoon this year and all other systems have been upgraded. Mr. Courduff asked how the permit fairs in regard to capacity. Mr. Smith said when the plan was prepared there was leeway given for the expansion, however; Milford Village has now requested more EDU's than was planned and the request cannot currently be met.

Reports:

Code Enforcement Departmental Report. Mr. Kravitsky presented the December 2022 Code Enforcement Report. A total of 19 permits were issued in December. There were no Zoning Hearing Board applications received and no fire inspections were performed. A total of 7 Use & Occupancy permits were issued.

Public Works Departmental Report. Mr. Winkler presented the Public Works December 2022 Departmental Report. Mr. Winkler stated the crew finished putting up snowplow stakes throughout the township. The insulation work was completed on the Hamilton modular. Dead ash trees were removed at the Bast property and Dave's services helped the crew remove a large number of dead trees along Parkside Trail. The crew was out a total of five times to salt this month. Mr. Mininger stated the Bast property looks great.

Park Board Meeting Minutes. Mr. Vey presented the Park Board Meeting Minutes of December 14, 2022. Mr. Vey reported the Milford Township Volunteer Fire Company will be filling the ice-skating pond in the next week or two. The Board was happy to hear the Fernbrook Park pavilion would be removed. A discussion was had on the status of the splash pad which is on track for Spring of 2023. It was reported that the Barrel Run Trail and Tollgate Landing Trail has been approved by the current HOA. The Board discussed a youth trail challenge and ways to implement proof or participation by either geo-caches, painted rocks or QR codes.

Milford Fire Company Report. Mr. Sink was in attendance to present the December 2022 Report. A total of 28 calls were received in December and a total of 366 calls for 2022. The Fire Company was awarded a FEMA grant which has been perused for the last year and half. The grant will be used to pay for a compressor and fill area. Mr. Courduff asked if the grant writer had a hand in the Fire Company being awarded the grant. Mr. Sink said yes, the writer was able to fix the issues that FEMA had in the system, and they will be using them again this year for replacement gear. The Fire Company conducted a preplan tour of the new St. Luke's West Wing expansion, where there is a radiation room with 3' thick steel walls. The Fire Company obtained good information. Mr. Sink reported the Santa Run was a great success. The special services vehicle order was accepted and is expected to be built January 16, 2023. Mr. Courduff asked Mr. Winkler if confirmation has been received for our trucks. Mr. Winkler stated the order was submitted and no dates have been given. Mr. Sink stated the Deputy truck is in the process of being built right now. Mr. Sink stated the Fire Company had a crew of 5 stand by in New Trapoli following the death of the two fire fighters who were tragically killed in the line of duty. Mr. Courduff asked how many new members there are. Mr. Sink said four and there is another candidate being interviewed this evening. There are quite a few younger firefighters who are very active.

Trumbauersville Fire Company Report. Mr. Justin Mallery was in attendance to present the Trumbauersville Fire Company Report. Mr. Mallery stated the Fire Company finished with a total of 302 calls for 2022. Some notable calls were 25 building fires, 6 vehicle fires, 12 brush fires, 8 extrications, 38 accidents, and 33 fire police calls. 176 of the responses were in Milford Township and 70 were first due. On December 15, 2023 the Fire Company also sent a crew of 5 members to New Tripoli to assist. The chassis for Tanker 58 should be done this month and delivery should be made in July. The new tanker holds 3500 gallons of water. There was talk to go to 4000 gallons but it was determined it would make the truck too large and cumbersome to utilize some roadways and driveways. The command Tahoe should be here in May and put in service by June. Mr. Courduff asked what the status is regarding Emergency Management Coordination with Ms. Bobb. Mr. Vey stated he spoke with Ms. Bobb and a sit down meeting will be had. Mr. Courduff stated Milford has obtained an emergency shelter location and maybe Trumbauersville Borough could work with Trumbauersville Elementary to work something out as well. Mr. Courduff further stated he would like the Emergency Coordinators to work together to pull a team together.

Managers Report. Mr. Vey reported the Portzer Road and Old Bethlehem Pike detour is in effect. Mr. Vey asked Mr. Winkler if there has been many issues reported so far. Mr. Winkler stated there was an issue with a detour sign at Clover Lane which has been rectified. Mr. Winkler stated it is still the beginning of the detour and people will find their way. Mr. Vey stated Faith Christian Academy plans to expand their parking lot, which will help get people off the road. The detour sign is up at Zionhill Road and Mr. Vey feels Pumping Station Road will be utilized the most.

Mr. Vey stated the Milford Village Conditional Use hearing is scheduled to take place in two weeks. The SAFE Engineering review letter contains 18 comments and talks about when the traffic counts were made and he feels the internal traffic as well as the traffic at the nearing intersections should be looked at. Communications had with one of the Supervisors adamantly oppose any lefts into the site and the potential problems that could be caused at Old Bethlehem Pike and Mill Hill Road if a left is permitted. Mr. Vey stated maybe there is a way to reconfigure Abby Lane in a way to not have a straight shot at Mill Hill Road. Mr. Vey further stated that the Retail Apartment Use hasn't been looked at in regard to traffic. Mr. Courduff asked Mrs. Harper when it would be a reasonable time to respond to the queries. Mr. Harper stated the Board has 45 days following the hearing to render a decision and said the applicant should give us answers at hearing. Mr. Strunk asked if zoning strictly prohibit more than 2 entrances, to which Mr. Vey responded yes, two to the site, however; that is not before us right now and will be handled at Land Development. Mr. Strunk asked how zoning gets handled as it cannot be waived. Mrs. Harper stated that could be part of the Conditional Use decision. Mr. Vey stated the Master Plan has verbiage in for Driveway B and Abby Lane is proposed as a cul-de-sac, both are shown as an access point. Mr. Andersen stated Abby Lane is shown on the Seventh Revised Master Plan as a temporary cul-de-sac with the intent to connect to Route 663 when another section of Milford Village is developed which can only happen with the widening of 663. It was also noted that the property may be being sold. Mr. Courduff asked Mrs. Harper how it would be handled if the applicant sells a portion of the site. Mrs. Harper stated that is why it is important to have the triggers noted on the plan. Mr. Vey stated LifeQuest has gotten on board with supplying a traffic study with every land development proposal. Mr. Vey stated he will be setting up a Zoom meeting for a status update and noted the applicant would not be averse to a continuance if needed.

Escrow Release:

Millstone at Parkside, Centennial Acquisitions, Foulkes Mill & Allentown Road, TMP 23-10-137, 23-10-144-003, and 23-10-145. Mr. Strunk asked Mr. Andersen if there were any issues that needed to be addressed with the project. Mr. Andersen stated there were not.

Mr. Strunk made a **MOTION** to approve the Millstone at Parkside, Centennial Acquisitions, escrow release request for the project located at Foulkes Mill and Allentown Road, TMP 23-10-137, 23-10-144-003 and 23-10-145. Mr. Courduff seconded the motion. The motion passed unanimously.

Prime Properties, Wright Road Subdivision, TMP 23-20-61. Final Escrow Release.

Mr. Courduff made a **MOTION** to approve the Final Escrow Release for Prime Properties Wright Road Subdivision, TMP 23-20-61. The motion was seconded by Mr. Mininger and passed unanimously.

Public Comments:

Mr. Bob Smith of Hill Crest Road stated the traffic light at 663 and Commerce does not seem to be functioning properly. If you are on Commerce and want to go straight across the light seems to not be triggering properly and asked if the township is responsible for the light. Mr. Winkler stated yes, and he will take a look at the light as there may be an issue with the controller.

Mr. Bryan Malachowski of Breish Road stated when Faith Christian put up the new building there was to be a type of plan for stormwater runoff and with the new building, parking lot and turf field, he seems to be getting a lot of flooding on his property. Mr. Andersen stated there are to be stormwater controls in place. Mr. Malachowski stated he does not see any controls. Mr. Andersen stated he will do a site visit to confirm.

Mr. Ray Dougherty stated Mr. Kravitsky sent out a letter regarding the ongoing issues on Lucky Lane prior to knowing who the elected Board members are. Mr. Dougherty stated an update has been made to the corporation's website for PA. The website lists the members and the President of the HOA is listed as Nate Salemno. Mr. Dougherty asked the status of the sign complaint that was brought up last month. Mr. Kravitsky stated the letter was sent to all homeowners and includes his contact information. The letter is straight forward. Mr. Kravitsky stated a meeting should be set up to address the issues point by point and in terms of the signs he will be addressing that issue as well.

Adjourn:

With there being no further business Mr. Strunk made a motion to adjourn the regular scheduled meeting of the Board of Supervisors at 8:35 p.m. Mr. Courduff seconded the motion and the motion passed unanimously.

**Milford Township Board of Supervisors’
Minutes of January 17, 2023 Meeting**

Attendance:

Supervisors present: Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present: Jeffrey Vey, Township Manager; Devan Ambron, Secretary; Peter Andersen, Andersen Engineering; and Catherine Harper, Township Solicitor.

Call to Order: Chairman Strunk called the Meeting of the Milford Township Board of Supervisors to order at 7:03 p.m.

Mr. Strunk made a motion to amend the agenda to include executive session following the regular scheduled meeting to discuss potential litigation. Mr. Courduff seconded the motion. The motion passed unanimously.

Financial:

MS 965 Actual Use Report of State Funds. Mr. Courduff made a **MOTION** of acceptance and submission of the MS965 Actual Use Report of State Funds. Mr. Mininger seconded the motion. The motion passed unanimously.

Conditional Use:

Milford Village, Section 1, Route 663, TMP 23-010-175-001. Mrs. Harper opened the hearing at 7:05 p.m. Mrs. Harper stated a request for an extension of time has been received from the applicant, MVP LLC, LifeQuest and all affected property owners, to continue the Conditional Use Hearing scheduled for January 17, 2023 to a date certain, being February 21, 2023. The applicant has also waived the requirement for a decision on the land development/subdivision application for Milford Village Section 1, Apartments and Retail, within 90-days under Section 508 of the Pennsylvania Municipalities Planning Code. At this time Mr. Strunk asked for Public Comments hearing none the hearing was closed at 7:06 p.m.

Mr. Courduff made a **MOTION** to approve the Waiver of Time Limitations request for the Milford Village Section 1 Conditional Use Application. The motion was seconded by Mr. Mininger and passed unanimously.

Escrow Release:

LifeQuest, Mill Hill Road East Extension. Mr. Andersen stated the escrow release request pertains to the lighting and landscaping. Mr. Strunk stated there seems to be shrubbery and trees missing. Mr. Andersen stated this release only covers the vegetation planted so far.

Mr. Strunk made a **MOTION** to approve Escrow Release No. 10 for the LifeQuest, Mill Hill Road East Extension project. Mr. Courduff seconded the motion. The motion passed unanimously.

Public Comment:

There was no public comment received.

Adjournment:

With there being no further business Mr. Strunk made a **MOTION** to adjourn the meeting of January 17, 2023 at 7:08 p.m. The motion was seconded by Mr. Courduff and passed unanimously.

**Milford Township Board of Supervisors’
Minutes of February 7, 2023 Meeting**

Attendance:

Supervisors present: Charles Strunk, Chair; Thomas Courduff, Vice Chair; and John Mininger, Member. Staff present: Devan Ambron, Secretary/Treasurer; Peter Andersen, Andersen Engineering; Nolan Finnerty, Timoney Knox; Chris Kletzing, Fire Marshal, and Gregg Kravitsky, Zoning Officer.

Call to Order: Chairman Strunk called the Meeting of the Milford Township Board of Supervisors to order at 7:00 p.m.

Approval of Minutes:

Mr. Strunk made a **MOTION** to approve the January 3, 2023 and January 17, 2023 Meeting Minutes. The motion was seconded by Mr. Courduff and passed unanimously.

Financial Report:

Having reviewed the current bills list, Mr. Strunk made a **MOTION** to approve the invoices for payment, along with the Treasure’s Report of December 31, 2022. Mr. Courduff seconded the motion. The motion passed unanimously.

The board was presented with the Recycling Grant Award Notification. Milford Township will be awarded \$18,980.

Mrs. Ambron presented the annual Contribution(s) to the Fire Companies totaling \$64,800 and the annual contribution to the Milford Township Volunteer Fire Company on behalf of the Upper Bucks Senior Citizens Activities Center for monthly rent totaling \$6,000.

Mr. Strunk made a **MOTION** to approve the annual contributions to the Milford Township, Trumbauersville, and Richland Township Volunteer Fire Companies and the contribution to the Milford Township Volunteer Fire Company on behalf of the Upper Bucks Senior Citizens Activities Center. Mr. Courduff seconded the motion. The motion passed unanimously.

Mrs. Ambron stated Monster Tree has requested the release of the \$1,500.00 security deposit for the property located at 1889 Trumbauersville Road. The property has been inspected and left in good condition.

Mr. Stunk made a **MOTION** to approve the release of the \$1,500.00 security deposit for the property located at 1889 Trumbauersville Road. The motion was seconded by Mr. Courduff and passed unanimously.

Announcements:

Mr. Kravitsky announced the Milford Township Zoning Hearing Board will meet Tuesday, February 14, 2023 to hear the application of Kevin Willauer for a Special Exception, interpretation/appeal, and or Variance, to allow an agricultural retail store exceeding 750 square feet to sell local produce under section 404.A.7 subsection b, for the property located at 2000 John Fries Highway in the RA Zoning District; and the and the application of Particle Size Technologies for a Special Exception to allow an 1,852 square foot addition to be added to the northeast corner of an existing nonconforming use building under section 804.a, for the property located at 1930 Kumry Road, TMP 23-010-061. Mr. Courduff asked Mr. Kravitsky why the applicant has submitted another continuance request. Mr. Kravitsky stated the application is being amended to include further required variances.

Conditional Use:

Adina Roland, 2100 Quaker Pointe Drive, TMP 23-010-022, Proposed D2. Medical Office Use-Dental Office.

Mr. Finnerty opened the hearing at 7:03 p.m. to hear the Application for a Medical/Dental Office submitted by Dr. Adina Roland for the property located at 2100 Quaker Pointe Drive, TMP 23-010-022. Mr. Finnerty marked the exhibits into record. Dr. Roland was sworn in at this time. Dr. Roland stated she is looking to lease 2,400 square feet in condo unit, which would make her the 4th dental facility in the building. Currently there are two general dental offices and an oral surgeon. There is also an Occupational Therapist located in the building. Mrs. Roland stated her

practice would complete the specialty needs of the unit to support orthodontic care. Mr. Courduff stated he can recall 2 or 3 other applications with other business that practice there. Mr. Courduff stated there may be an issue with parking and signs. Dr. Roland stated it is a big facility and she will not be there 5 days a week. She will see patients in 6 weeks increments until enough patients are generated to be there full time. Dr. Roland stated she will start with 2 days per week which should not create any issues with parking in the beginning. Dr. Roland further stated there are a lot of spaces on site. Dr. Roland stated she is open to suggestions that she can pass along to the landlord. Mr. Courduff stated he would like to hear specifics, how many employees, and people cannot be parking on Quaker Way. Dr. Roland stated office staff is limited to herself and 1 or 2 other staff members. There are 7 practice rooms available, not all are being outfitting chairs. The intent is to only outfit the 3 chairs in the open bay and one private chair. There will only be 4 chairs initially. Mr. Courduff asked how long Dr. Roland anticipates business to ramp up. Dr. Roland stated as business ramps up staff will increase to 4 assistants, one front desk employee and herself and she would love to be busy enough in a year, but realistically it could take up to 4 years. Mr. Courduff asked about signage for the facility. Dr. Roland stated she does not have details at this time as she was waiting to go through this process first, but the intent is to add her practice the monument and the external door. Mr. Courduff asked Dr. Roland if she knows if the building is sprinklered. Dr. Roland stated it is not. Mr. Courduff asked if the alterations and additions have been addressed by the Fire Marshal. Dr. Roland stated her contractor will submit permits after this hearing. Mr. Kletzing stated he responded to a recent fire call at the building, and he spoke with the owner of the property in regard to setting up a time to walk through the building to discuss some issues that were noted. Mr. Kletzing stated he did access the space Dr. Roland is looking to occupy. Mr. Courduff stated the applicant's contractor should meet with our Fire Marshal and there may be concerns with egress. Mr. Finnerty stated the proposed plan is for 2,400 square feet, with a break room pace, break room consisting of 320 square feet and 1,970 square feet of clinical space. Mr. Finnerty stated per Section 404.D2.b., Parking: one off street parking space for every 150 square feet of gross floor area, plus one space for every doctor and full-time employee which would total 15 plus parking spaces to meet the requirement. Mr. Finnerty stated he is not sure how it factors in with the ultimate parking requirements. Mr. Courduff stated he thinks parking is an issue and would like to see specific numbers. Dr. Roland stated she has asked her broker about the required number of parking spots and he felt it was a little off. Mr. Finnerty asked if it is the 15 parking spaces that feel off. Dr. Roland stated yes. It is noted the Agent was not in attendance. Mr. Courduff stated it is simple engineering, how many spaces are there and how many are required we have asked other applicants to go through this process as well, we do not need parking issues. Dr. Roland stated she will email the broker and landlord tonight and asked how to proceed. Mr. Courduff stated a decision cannot be made tonight. Additional information is needed for the signage location and parking. Mr. Strunk stated he does not think parking is an issue there. Mr. Andersen recommended a parking study be performed, 2 days a week at 2 times throughout the day to see how many spaces are being utilized. Mr. Andersen stated there should be enough spaces on site. Mr. Courduff stated there always appears to be enough spaces. Dr. Roland stated every time she is out there, there has been plenty of parking. Mr. Finnerty asked for public comment. Mr. Richard Schilling of Scheetz's Church Road stated the Board can do a Conditional Use Approval with conditions, meet with the Township Engineer to review building fit out, which would solve the fire problem. It seems this would be an undue delay to the applicant. The Board of Supervisors does have the discretion. If they come back and say they want a variance from parking, would have to go the Zoning Hearing Board for approval. It seems the zoning use is the major issue, the zoning issues would be worked out with the zoning ordinance, like how many parking spots, review of proposed signs. The fit out can be reviewed by the Fire Marshal/Code Enforcement department. The applicant will have to follow what is in the Zoning Ordinance since the use refers to other regulations. There was no further public comment. Mr. Mininger stated he has no problems with the proposal. Mr. Finnerty stated the hearing can be closed and the Board has 45-days to render a decision, or a decision could be made this evening. Mr. Finnerty closed the hearing at 7:21 p.m. Mr. Strunk stated the application could be turned over to Mr. Kravitsky to ensure there is enough parking on site and perform a review of the proposed signage. Mr. Courduff stated on the other hand, he feels as though the landlord should have been here to help with the application, which could have been easily resolved. Mr. Strunk stated Mr. Kravitsky will look into the property file to see parking that has been approved, and how many spaces are located on the site as well as ensuring the signage meets the Zoning Ordinance. Mr. Courduff added a conditional of approval is also subject to Fire Marshal review.

Mr. Strunk made a **MOTION** to approve the Conditional Use Application submitted by Dr. Adina Roland for a D2. Medical/Dental Office Use for the property located at 2100 Quaker Pointe Drive, TMP 23-010-022, with the following conditions: Fire Marshal review the premises for compliance, Zoning Officer perform a review

of onsite parking spaces as well as compliance with the requirements of Section 404.D2; and the applicant obtain all necessary building and zoning permits prior to construction.

Other Business:

Mrs. Ambron stated the township is in receipt of a Sewage Facility Planning Module Application for Quaker Pointe Hotel for the property located at 2097 Quaker Pointe Drive, TMP 23-010-021-001.

Mr. Strunk made a **MOTION** to approve Resolution No. **2023-07** the approval and submission of the Sewage Facility Planning Module for the Quaker Pointe Drive Hotel for the property located at 2097 Quaker Pointe Drive, TMP 23-010-021-001. Mr. Courduff seconded the motion. The motion passed unanimously.

Mrs. Ambron presented a draft lease agreement for G. Talley Carpet & Flooring, LLC., for township owned property located at 1889 and 1879 Trumbauersville Road, TMP 23-020-024-001 & 23-020-024. Mrs. Ambron stated the office building will be utilized by one full time employee and the storage building will be used for the storage of materials. Mr. Talley has proposed capital improvements to the building(s) which include insulation and heater installation. The base rent is \$27,642.48 annually or \$2,303.54 per month. On each anniversary date of the lease the base rent shall be adjusted by multiplying the base rent for the previous year by the CPI index with a 3% annual cap. Mr. Strunk stated he would like to see the annual cap increased to a number that is fairer for everyone.

Mr. Strunk made a **MOTION** to approve the Lease Agreement by and between Milford Township and G. Talley Carpet & Floor, LLC., for the property located at 1889 and 1879 Trumbauersville Road, TMP 23-020-024-001 and 23-20-024. Mr. Courduff seconded the motion. The motion passed unanimously.

Correspondence:

Mr. Stunk stated a donation request has been received from the Quakertown Band. Mr. Mininger stated he does not support approving donations to organizations that are 501.c.3's using tax-payers money and he will make an independent donation. There was a lack of a motion for the donation request made by the Quakertown Band.

Mr. Strunk reported Plumstead Township has submitted a request for Fire Police assistance for the Plumsteadville Volunteer Fire Company Blaze of Glory 5K Run on Saturday, March 25, 2023.

Mr. Mininger made a **MOTION** to approve the Plumstead Township Fire Police Assistance Request for the Plumsteadville Volunteer Fire Company Blaze of Glory 5K Run taking place on Saturday, March 25, 2023. The motion was seconded by Mr. Courduff and passed unanimously.

Mr. Strunk stated the township is in receipt of the Trumbauersville Fire Company Officer List, 2022 Profit and Loss Statement, 2022 Relief Association Financial Statement, and the 2022 Year in Review Report. All of which is available for review.

Mr. Stunk announced the Milford Township Board of Elected Auditors met on January 4, 2023, as required. The Board of Elected Auditors, in a unanimous vote, set the hourly rate for any elected official employed by the Township at \$25.25 per hour which represents a 3.1% increase from the 2022 rate.

Mrs. Ambron presented the Quakertown Area Planning Committee Meeting Minutes of December 13, 2023. The minutes reflect the review of a Special Exception for 2000 John Fries Highway (Willauer). The Committee was in support of the request and had no comments on the request. The Committee reviewed and discussed the Preliminary Plan of Land Development for Heller Road Warehouse in Richland Township. The proposal consists of the construction of a 100,984 square foot warehouse building on a 5.8-acre site along the western side of Heller Road. The Committee discussed and commented that a traffic impact study should be submitted that examines the intersections of Heller and Pumping Station Roads and Heller and California Road. There was concern expressed about overflow of trucks onto Heller Road. The Committee recommended that a truck overflow management plan be developed to provide for truck staging areas and overnight parking facilities to accommodate trucks that require parking for extended periods.

Mr. Mininger presented the Bucks County Airport Authority Meeting Minutes of December 14, 2023. Mr. Mininger stated 262 Young Eagles participated in the Reading Christmas in the Air event. The terminal building renovation is still moving along. There was a contractual issue with insulation work that was performed, and it is being worked out.

Reports:

Code Enforcement Departmental Report. Mr. Kravitsky presented the January 2023 Code Enforcement Report. A total of 14 permits were issued in January: 7 residential renovation permits, 2 residential accessory permits, 4 commercial permits, and 1 single family dwelling. A total of 8 Use & Occupancy permits were issued and 13 fire inspections were performed. One Zoning Hearing Board Application was received.

Public Works Departmental Report. Mr. Winkler presented the Public Works Departmental report for January 2023. Mr. Winkler stated the crew finished removing the large pole building on the Bast property and graded the pad and installed concrete perma- columns at the public works site where the building will be rebuilt for storage. Dave's Services helped us remove large ash trees along Parkside Trail and Walnut Lane. The crew did not have to salt or plow at all this month. Mr. Winkler stated one thing he is trying to work on is adding time to the traffic lights on the side streets on Route 663, LifeQuest/Commerce and Allentown Road. With the roundabout detour in place traffic is backing up at these intersections. The current timing is only allowing 3 to 4 vehicles through the intersection at a time. Higgins was out to look at the signal, unfortunately timing cannot be added without PennDOT's approval. Mr. Winkler stated a call has been made to PennDOT and no call back has been received yet. Higgins stated a permit is needed to add time. Mr. Courduff asked if the times of day are specific. Mr. Winkler stated yes, the signal is an adaptive signal, and the changes may be able to be made remotely. Mr. Mininger asked if the traffic is backing up mostly at Commerce Drive. Mr. Winkler stated yes and with the busses coming out of Allentown Road traffic is a problem there too. Mr. Courduff asked if the detour is in place until December. Mr. Winkler stated yes, and people will not follow the detour, they will go the easiest way. Mr. Courduff requested Mr. Winkler make another call to PennDOT regarding the timing of the traffic lights then follow up with written correspondence. Mr. Courduff stated Irick and Eberhardt have been picking up trash on Route 663 and recently have stopped. They spent about 75 man-hours a year picking up trash from LifeQuest Drive to the county line. Mr. Courduff stated there is a substantial amount of trash and car parts laying along the state highway and it is not our responsibility to clean it up. Mr. Mininger stated he wonders if Faith Christian would be interested in taking over for Irick and Eberhardt. Mr. Strunk suggested something be put up on our website asking for volunteers. It was noted if there is a problem with car haulers, they should be handling the removal of the car parts as this is a reflection on our Township. Mr. Strunk stated to add to Dave's report, the building being moved is to store snowplows and winter equipment. The Public Works Department has never had a good place to store the equipment, and this will keep everything in one place.

Agricultural Security Area Meeting Minutes. Mr. Courduff reported the Agricultural Security Area Advisory Committee held their quarterly meeting on January 18, 2023. The main issue discussed was a review of the latest AG Daze event held in September of 2022, which was very successful. Some of the issues discussed were how to make the event even better, improvements that could be made and encouraging additional participants to attend. Mr. Courduff stated someone stole the powerline to the food trailer the fire dept owns right before the event last year. There were 300 hamburgers in the freezer that could have gone bad and ruined a major income for the fire dept. Mr. Courduff stated he spoke with Chris Kletzing who reported the surveillance camera doesn't cover that area of the park. Mr. Courduff recognized Mr. Larry Roeder, editor of the Town and Country Newspaper and a long-time fire fighter in Milford Township and Trumbauersville Borough, for making a donation to cover the cost and then some, of the powerline. Mr. Courduff stated we have security in the park and we still had someone cut a 200-amp service line to the fire department's food trailer.

Trumbauersville Fire Company Report. Mr. Strunk reported the January 2023 Trumbauersville Borough Fire Company Report has been received and is available for review.

Milford Fire Company Report. Mr. Joe Sink presented the January 2023 Milford Township Fire Company Report. Mr. Sink stated the Fire Department responded to 27 calls in January. Several members are being recertified in first aid and the department held a stop the bleed class. The Deputy vehicle has been delivered and is in a holding pattern as they are waiting for the rest of the equipment to come in. Mr. Strunk asked Mr. Winkler the status of the order for

the two public works trucks. Mr. Winkler stated he is still waiting for confirmation and the township is number two on the board. Mr. Winkler stated they wait until they get a larger order for the same color vehicle. Mr. Sink reported the State Grant Application was approved in the amount of \$15,000. The Fire Department will use the funds for 2 thermal imaging cameras. The Fire Department did submit for new gear through the FEMA grant. Mr. Sink stated any residents who are in need smoke detectors can call the station and they will be provided. This information is noted on the Fire Department website and can be put on the Township website as well. The Fire Department has two new members who are ready to go. One of the new members has prior experience. Mr. Sink recognized Response Electric and Mr. Brian Malachowski for stepping up to go the food trailer back up and running. Mr. Courduff asked how we are doing with the West Wing expansion of St. Luke's Hospital. Mr. Sink stated the Fire Department will be doing a full walk through once the construction is complete. A preliminary walk through has been done and all issues from the Fire Departments side have been taken care of.

Escrow Release:

Biddle Tract/Gold Street Properties LLC, Krammes Road, TMP 23-010-012, Inactive Escrow Account. Mrs. Ambron stated the escrow account has been inactive since 2009.

Mr. Strunk made a **MOTION** to approve the Biddle Tract/Gold Street Properties, LLC, escrow for the property located on Krammes Road, TMP 23-010-012. Mr. Courduff seconded the motion. The motion passed unanimously.

Public Comment on Non-Agenda Items

Mr. Bob Flack of Mill Hill Road reported at the North End of Mill Hill and Old Bethlehem there is an area where motorists need to avoid large rocks and there are a number of homes on Mill Hill that require the homeowner to back in or out of their private driveways. With traffic being so heavy sometimes you have to wait for five cars to go by. Mr. Flack stated the pavement has started breaking off in front of the Baringer property. He also stated speed is a problem on Mill Hill Road in both directions and there will be accidents and he has seen one police car in the last month. Mr. Flack asked if there is something that can be done to make the police more visible. Mr. Courduff noted Mr. Flack has offered his driveway for police use. Mr. Flack stated the road wasn't made for this much traffic. Mr. Courduff stated the hearing for the Conditional Use Application for LifeQuest where 264 apartments are proposed, is scheduled to be heard at the February 21, 2023 Board of Supervisors meeting and suggested Mr. Flack come to the hearing to address these issues.

Mr. Richard Schilling of Scheetz Church Road stated he just emailed Mrs. Ambron the contact information for Staat's office regarding the PennDOT traffic lights. Mr. Schilling stated PennDOT can be difficult to get in touch with and the State Representatives have more pull.

Mr. Bob Smith of Hillcrest Road requested an update relating to the revision of the Sewer District. Mr. Courduff stated he has not seen the update. Mr. Smith stated the update is in the township's hands. Mr. Courduff asked Mr. Andersen if he has seen the update. Mr. Andersen stated it is being worked on. Mr. Smith questioned the stop sign at LifeQuest Drive, Mill Hill Road and the future Mill Hill Road East. Mr. Smith said the stop sign says left turn only. Mr. Smith said that is the only way you can go. The other direction from Mill Hill says stop right turn only and the only way you can go is right and if the road was open it would say you don't need to stop if you were going either way. Mr. Andersen stated when Mill Hill Road east is open and there is another way of turning the signs will come down. Mr. Andersen further stated if a motorist is not familiar with the intersection it advises drivers you can only turn left or right depending on which way you are coming from.

Mr. Chris Collins of Mill Hill Road stated he seconds a lot of the things Mr. Flack has said and the trash on the road is unbelievable and truck traffic is ripping up the road. Mr. Andersen asked Mr. Collins if this has gotten worse. Mr. Collins stated it has, the truck traffic is coming onto Mill Hill Road from Old Bethlehem Pike. Mr. Collins further stated if it is just temporary he may be able to tolerate it. Mr. Courduff asked Mr. Winkler if speed signs could be placed on Mill Hill Road. Mr. Kravitsky asked Mr. Collins what kind of trucks he is seeing. Mr. Collins stated dump trucks and 18-wheelers. Mr. Kravitsky stated he has gotten calls about the increase in dump trucks and at a pre-con meeting 2 of the foremen were told to keep trucks off Mill Hill Road.

Mr. Robert Wolfe of Canary Road state he has lived at the corner property of Canary and Fennel Road for 30 years and 30 years ago you were lucky to have 30 cars on the road, now you have trash trucks and delivery trucks 9 feet from his house. The trucks cannot fit on the road at this intersection. If a truck is making a right turn from Canary to Fennel you have to wait for the vehicles on Fennel to move. Mr. Wolfe stated there is too much traffic on the road and Fennel should be closed off and there shouldn't be that much traffic around his house. With the Turnpike construction being the way it is there is more traffic. Instead of going to Kumry Road people are turning onto Fennel. Mr. Wolfe stated there is constant traffic and whatever can be done to eliminate the problem would be appreciated. Mr. Wolfe further stated he would like to see no trucks on the road at all. Mr. Strunk stated the increase in truck traffic is the same everywhere. Mr. Wolfe stated there trucks up and down the roadway and he needs Fennel Road addressed as it cannot go on the way it is currently going. Mr. Wolfe said one of the township workers was just in an accident there a month ago. Mr. Winkler stated the roadway was just widened. Mr. Wolfe said the road keeps getting wider and wider and no one would want to buy his property now. There used to be a stone hedge all around now it is street. Mr. Winkler stated signs were placed each way on Canary, which has a posted speed limit as 45 mph and the average speed was 29 mph. Mr. Wolfe stated he is more concerned with Fennel Road and Canary Road is not the problem. Mr. Winkler suggested making Fennel Road a one-way road so traffic is not pulling out on Canary Road. Mr. Wolfe stated restricting trucks would make him happy as there is a jam up on the roadway every 2 or 3 minutes. Mr. Courduff asked Mr. Winkler if he thinks the road can be a one-way road and truck restricted. Mr. Winkler stated yes, it is a simple solution and it is a problem. Making the road one way would do away with dangerous part of pulling across canary. Mr. Courduff stated the township will research what is required to make Fennel Road one-way with truck restriction.

Adjournment:

With there being no further business Mr. Strunk made a **MOTION** to adjourn the meeting of February 7, 2023 at 8:27 p.m. The motion was seconded by Mr. Courduff and passed unanimously.