

BUCKINGHAM TOWNSHIP

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19086

BOARD OF SUPERVISORS REORGANIZATION AND REGULAR BUSINESS MEETING

AGENDA

JANUARY 3, 2022

Call to Order 5:00 p.m.

Swearing in of Township Officials and Police Officers

Board of Supervisors to appoint a Temporary Chairman.

1. Public Comment (Maximum 30 minutes)
2. Organization of the Board of Supervisors:
 - a. Election of Chairman.
 - b. Election of Vice-Chairman.
3. Appointment of a Voting Delegate and Alternate to the Annual Convention of the State Association of Township Supervisors.
4. Consideration of setting appointments of various Township Officials for the year 2022.
Resolution No. 2562
5. Consideration of setting appointment of Township Manager for the year 2022.
Resolution No. 2563
6. Consideration of approving a Resolution appointing a Township Secretary/Treasurer and Authorizing the Secretary/Treasurer to sign all contracts, plans, documents and legal papers on behalf of and in lieu of the Board of Supervisors.
Resolution No. 2564
7. Consideration of approving the 4th Wednesday of each month as Supervisors' Regular Business Meetings.
Resolution No. 2565
8. Consideration of approving a Resolution setting the amount of the Treasurer's Bond for 2022 at \$3,000,000.
Resolution No. 2566
9. Consideration of approving appointments to fill the vacancies on the various Township Boards and Commissions for the year 2022.
Resolution No. 2567

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10. Consideration of appointing Bee, Bergvall & Co., P.C. of Warrington, Pennsylvania, to audit the 2021 fiscal affairs of the township and the township officers.
Resolution No. 2568
11. Consideration of approving a Resolution setting pay rates for non-uniformed employees for the year 2022.
Resolution No. 2569
12. Consideration of approving a Resolution affirming the holiday schedule for Township Non-Uniformed Employees for the year 2022.
Resolution No. 2570
13. Consideration of approving a Resolution appointing an officer to provide tax certifications for the year 2022.
Resolution No. 2571
14. Consideration of approving Resolution No. 2572, Replacing Resolution No. 2443, Establishing a Fee Schedule of Subdivision and Land Development, Zoning, Building and Other Fees.
15. Consideration of approving Resolution No. 2573, Re-Appointing Chief of Police.
16. Consideration of approving the Agreement between Buckingham Township and Central Bucks Emergency Medical Services for the Year 2022.
17. Consideration of approving the Agreement between Buckingham Township and Midway Volunteer Fire Company for the term of January 15, 2022 to January 14, 2023.
18. Consideration of approving the Agreement between Buckingham Township and Lingohocken Volunteer Fire Company for the term of January 15, 2022 to January 14, 2023.
19. Consideration of approving the Agreement between Buckingham Township and Doylestown Fire Company for the term of January 15, 2022 to January 14, 2023.
20.
 - a. Consideration of approving Payment Request No. 16, to Premier Builders, Inc. for work completed on the **Buckingham Township Water and Wastewater Department Facility - General Contract**, in the amount of \$74,367.08.
 - b. Consideration of approving Payroll for the weeks ending December 19, 2021 and January 2, 2022, and the Bill List for the meeting of January 3, 2022.
21. Consideration of approving draft Supervisor's Minutes of the December 14, 2021 Work Session and December 14, 2021 Regular Business Meeting.

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- 22. Consideration of accepting various Departmental Minutes and Advisory Body Minutes.
- 23. Consideration of agreeing to the Developer’s Request for an Extension of time within which to complete the Improvement as set forth in the Stormwater Facility Development Contract to January 7, 2023, covering **“Raymond J. Flynn and Tamara F. Flynn”**, Tax Map Parcel #06-010-184.
- 24. Consideration of agreeing to the Developer’s Request for an Extension of time within which to complete the Improvement as set forth in the Land Development Contract to January 14, 2023, covering **“Bucks County Airport Authority, PH1”**, Township File LD 2001-03A.

25. ESCROW RELEASES:

“Sycamore Hollow Farms (Hiland Tract) – Lot 1”, Township File SA 2010-01	Request for Release #4	\$5,759.89 recommended for release
“Sycamore Hollow Farms (Hiland Tract) – Lot 2”, Township File SA 2010-01	Request for Release #4	\$84,447.00 recommended for release

- 26. Additional Business / Manager’s Items:
 - The next Board of Supervisors Work Session and Regular Business Meeting meetings are scheduled on January 26, 2022, beginning at 6:00 p.m.
 - Consideration of approving the quote for dead tree removal at The Ridings Spray Site to Warwick Tree Service in the estimated amount of \$52,000.00.
 - Consideration of approving the Purchase Order to James O’Neill Masonry LLC in the amount of \$18,600.00 for bridge repairs.

Buckingham Township Board of Supervisors
Meeting Minutes

The Reorganization and Regular Business meeting of the Buckingham Township Board of Supervisors was held January 3, 2022 in the Township Building, 4613 Hughesian Drive, Buckingham, Pennsylvania.

Present: Jon Forest
 Paul Calderaio
 Maggie Rash

Judge Maggie Snow was present to swear in new police officers Justin Gerding and Ryan Hickman, promotions to Corporal Jessica Hannah and Corporal Kevin Myslinski, as well as Tax Collector Ann Calderaio. Several family members were also present to celebrate the meaningful occasion.

Mr. Forest led The Pledge of Allegiance at 5:30 p.m.

Appointment of Temporary Chairman

Mr. Calderaio made a motion, seconded by Mr. Forest to appoint Mrs. Rash the Temporary Chairman of the Board of Supervisors. The motion carried unanimously.

Mr. Forest announced that Mrs. Rash was sworn into office by Mrs. Wicen, a notary public, earlier this afternoon. Mrs. Rash said she is very happy to serve another six years on the Board of Supervisors.

PUBLIC COMMENT

No Activity.

BUSINESS

Organization of the Board of Supervisors:

a. Election of Chairman.

Mrs. Rash made a motion, seconded by Mr. Forest, to appoint Mr. Calderaio Chairman of the Board of Supervisors. The motion carried unanimously.

b. Election of Vice Chairman.

Mr. Calderaio made a motion, seconded by Mrs. Rash, to appoint Mr. Forest Vice Chairman of the Board of Supervisors. The motion carried unanimously.

Mr. Calderaio assumed the Chairman's duties for the remainder of the meeting.

Appointment of a Voting Delegate and Alternate to the Annual Convention of the State Association of Township Supervisors.

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Mr. Calderaio made a motion, seconded by Mr. Forest, to appoint Mrs. Rash as the Voting Delegate to the Annual Convention of the State Association of Township Supervisors. The motion carried unanimously.

Mr. Forest made a motion, seconded by Mrs. Rash, to appoint Mr. Calderaio as Alternate to the Annual Convention of the State Association of Township Supervisors. The motion carried unanimously.

**Consideration of setting appointments of various Township Officials for the year 2022.
 Resolution No. 2562**

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve Resolution No. 2562 setting appointments of various Township Professionals including:

Craig A. Smith, Smith and Porter, P.C., reappointed as Township Solicitor, in accordance with the proposal dated December 9, 2021.

Knight Engineering, Inc., reappointed as Township Engineer, in accordance with the proposal dated December 3, 2021.

Castle Valley Consultants, Inc., reappointed as Water & Wastewater Engineer in accordance with the proposal dated December 10, 2021.

Bucks County Planning Commission, Luke Rosanova reappointed as Planners for Buckingham Township in accordance with the proposal dated December 17, 2021.

Carol Manicone & Derik Sutphin, reappointed as Landscape Review Consultants in accordance with the proposal dated December 3, 2021.

Keystone Municipal Services, Inc., reappointed as Building and Zoning Department services provider in accordance with the proposal dated November 3, 2021.

Larry Hepner, reappointed as Township Agronomist in accordance with the proposal dated November 8, 2021.

The motion carried unanimously.

**Consideration of setting appointment of Township Manager for the year 2022.
 Resolution No. 2563**

Mr. Calderaio made a motion, seconded by Mrs. Rash, to approve Resolution No. 2563 setting the appointment of Dana Cozza as the Township Manager for 2022. The motion carried unanimously.

Consideration of approving Resolution appointing a Township Secretary/Treasurer and Authorizing the Secretary/Treasurer to sign all contracts, plans, documents and legal papers on behalf of and in lieu of the Board of Supervisors. Resolution No. 2564

Mr. Calderaio made a motion, seconded by Mrs. Rash, to approve Resolution No. 2564 appointing Dana Cozza as Township Secretary and Jill Pistoro as Treasurer with authority to sign all contracts, plans, documents and legal papers on behalf of, with the authority of, and in lieu of the Board of Supervisors. The motion carried unanimously.

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Consideration of approving the 4th Wednesday of each month as Supervisors' Regular Business Meeting. Resolution No. 2565

Mr. Calderaio made a motion, seconded by Mrs. Rash, to approve Resolution No. 2565 approving the 4th Wednesday of each month as the Buckingham Township Board of Supervisors' Regular Business Meeting, with the Work Session to begin at 6:00 p.m., and the Business Meeting Call to Order at 7:30 p.m.

Mr. Calderaio noted that in recent years in most months the Board only needs to meet one time per month, as development proposals have slowed considerably and Board business is able to be resolved with one monthly meeting. He said if the second meeting is needed, it may be added.

The motion carried unanimously.

Consideration of approving a Resolution setting the amount of the Treasurer's Bond for 2022 at \$3,000,000. Resolution No. 2566

Mr. Calderaio made a motion, seconded by Mrs. Rash, to approve Resolution No. 2566 setting the amount of the Treasurer's Bond for 2022 at \$3,000,000. The motion carried unanimously.

Consideration of approving appointments to fill the vacancies on the various Township Boards and Commissions for the year 2022. Resolution No. 2567

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve the following appointments to fill two of the three vacancies on the Environmental Advisory Commission for the year 2022: Appointing Andrea Strout and Ruth Foster. The motion carried unanimously.

Mr. Calderaio made a motion, seconded by Mr. Forest to approve the following appointment to fill the third vacancy on the Environmental Advisory Commission for the year 2022: Scott Yerkes.

Mr. Calderaio noted there were three vacancies on the Environmental Advisory Commission this year, and there were four applicants.

Mr. Calderaio called the vote: Mr. Calderaio voted "aye", Mr. Forest voted "aye", Mrs. Rash voted "nay".

Mr. Calderaio made a motion, seconded by Mr. Forest to approve the following appointments to fill the vacancies on the various Township Boards and Commissions for the year 2022:

- Appoint Scott Nickett as the Vacancy Board Chairperson;*
- Appoint Glenn Thomson to the Planning Commission;*
- Appoint Raymond S. Kalouche to the Zoning Hearing Board;*
- Appoint Stanley J. Chilson to the Sewer & Water Commission;*
- Appoint Louise Silberg to the Park & Recreation Commission;*
- Appoint Michelle Lewicki to the Historic Commission;*
- Appoint John Gemmi to the Historic Architectural Review Board;*

- *Appoint Jon Forest, Paul Calderaio, Joseph Wicen, Scott Yerkes and Lisa Briegel Braud to the Agricultural Security Area Advisory Commission;*
- *Appoint Maggie Rash to the Agricultural and Open Space Preservation Committee;*

The motion carried unanimously.

Consideration of appointing Bee, Bergvall & Co., P.C. of Warrington, Pennsylvania, to audit the 2021 fiscal affairs of the township and the township officers. Resolution 2568

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve Resolution 2568 appointing Bee, Bergvall & Co., P.C. of Warrington, Pennsylvania, to audit the 2021 fiscal affairs of the township and the township officers. The motion carried unanimously.

Consideration of approving a Resolution setting pay rates for non-uniformed township employees for the year 2022. Resolution No. 2569

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve Resolution No. 2569 setting pay rates for non-uniformed township employees for the year 2022. The motion carried unanimously.

Consideration of approving a Resolution affirming the holiday schedule for Township Non-Uniformed Employees for 2022. Resolution No. 2570

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve Resolution No. 2570 setting the holiday schedule for Township Non-Uniformed Employees for 2022. The motion carried unanimously.

Consideration of approving a Resolution appointing an officer to provide tax certifications for the year 2022. Resolution No. 2571

Mr. Calderaio read aloud a statement pursuant to 65 P.S. § 1103 (j) to be filed with these minutes stating that the Tax Collector, Ann Calderaio, is his wife and could receive private pecuniary benefit or detriment by virtue of Buckingham Township's actions on Resolutions or other matters affecting the Tax Collector. For that reason, Mr. Calderaio stated he is abstaining from the consideration of, discussion of and the vote on Resolution No. 2571.

Mr. Forest made a motion, seconded by Mrs. Rash, to approve Resolution No. 2571 appointing an officer to provide tax certifications for the year 2022. Mr. Forest called the vote: Mr. Forest voted "aye"; Mrs. Rash voted "aye". The motion carried.

Consideration of approving Resolution No. 2572, Replacing Resolution No. 2450, Establishing a Fee Schedule of Subdivision and Land Development, Zoning, Building and Other Fees.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve Resolution No. 2572, Replacing Resolution No. 2450, Establishing a Fee Schedule of Subdivision and Land Development, Zoning, Building and Other Township Fees.

Mrs. Cozza explained the building department requested consideration of increasing the charge for fence permits from \$25 to \$50, due to the oftentimes complex review and inspection process required for the fence permits. The Board agreed to the change.

The motion carried unanimously.

Consideration of approving Resolution No. 2573, Re-Appointing Chief of Police.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve Resolution No. 2573, Re-Appointing Michael Gallagher as Chief of Police. The motion carried unanimously.

Consideration of approving the Agreement between Buckingham Township and Central Bucks Emergency Medical Services for the Year 2022.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve the proposed written Agreement between Buckingham Township and Central Bucks Emergency Medical Services for the Year 2022. The motion carried unanimously.

Consideration of approving the Agreement between Buckingham Township and Midway Volunteer Fire Company for the term of January 15, 2022 to January 14, 2023.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve the proposed Agreement between Buckingham Township and Midway Volunteer Fire Company for the term of January 15, 2022 to January 14, 2023. The motion carried unanimously.

Consideration of approving the Agreement between Buckingham Township and Lingohocken Volunteer Fire Company for the term of January 15, 2022 to January 14, 2023.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve the proposed Agreement between Buckingham Township and Lingohocken Volunteer Fire Company for the term of January 15, 2022 to January 14, 2023. The motion carried unanimously.

Consideration of approving the Agreement between Buckingham Township and Doylestown Fire Company for the term of January 15, 2022 to January 14, 2023.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve the proposed Agreement between Buckingham Township and Doylestown Fire Company for the term of January 15, 2022 to January 14, 2023. The motion carried unanimously.

PAYROLL and BILL LIST

Mr. Calderaio made a motion, seconded by Mr. Forest, to add the following item to the agenda under "Payroll and Bill List" and to post the agenda so amended on the township's website and at the township office by the first business day following this meeting:

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Consideration of approving Payment Request No. 16, to Premier Builders, Inc. for work completed on the Buckingham Township Water and Wastewater Department Facility - General Contract, in the amount of \$74,367.08.

Mrs. Cozza explained the reason for the change was that the Payment Request was not received in time to be posted on the 24-hour advance agenda.

The motion carried unanimously.

Consideration of approving Payment Request No. 16, to Premier Builders, Inc. for work completed on the Buckingham Township Water and Wastewater Department Facility - General Contract, in the amount of \$74,367.08.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve Payment Request No. 16, to Premier Builders, Inc. for work completed on the Buckingham Township Water and Wastewater Department Facility - General Contract, in the amount of \$74,367.08. The motion carried unanimously.

Consideration of approving Payroll for the week ending December 19, 2021 and the Bill List for the meeting of January 3, 2022.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve Payroll for the week ending December 19, 2021 and the Bill List for the meeting of January 3, 2022, in the total amount of \$660,273.08. The motion carried unanimously.

MINUTES

Consideration of approving draft Supervisors' Minutes of the December 14, 2021 Work Session and December 14, 2021 Regular Business Meeting.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve, as most recently presented, the draft Supervisors' Minutes of the December 14, 2021 Work Session and December 14, 2021 Regular Business Meeting. The motion carried unanimously.

Consideration of accepting various Departmental Minutes and Advisory Body Minutes.

Mr. Calderaio made a motion, seconded by Mr. Forest, to accept for inclusion in the Township's records the various Departmental Minutes and Advisory Body Minutes. The motion carried unanimously.

Consideration of agreeing to the Developer's Request for an Extension of time within which to complete the Improvements as set forth in the Stormwater Facility Development Contract between Raymond J. Flynn, Tamara F. Flynn and Buckingham Township concerning, Tax Map Parcel #06-010-184 to January 7, 2023.

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Mr. Calderaio made a motion, seconded by Mr. Forest, to agree to the Developer's Request for an Extension of time within which to complete the Improvements as set forth in the Stormwater Facility Development Contract between Raymond J. Flynn, Tamara F. Flynn and Buckingham Township concerning, Tax Map Parcel #06-010-184 to January 7, 2023. The motion carried unanimously.

Consideration of agreeing to the Developer's Request for an Extension of time within which to complete the Improvements as set forth in the Land Development Contract between Bucks County Airport Authority and Buckingham Township, PH1, Township File LD 2001-03A to January 14, 2023.

Mr. Calderaio made a motion, seconded by Mr. Forest, to agree to the Developer's Request for an Extension of time within which to complete the Improvements as set forth in the Land Development Contract between Bucks County Airport Authority and Buckingham Township, PH1", Township File LD 2001-03A to January 14, 2023. The motion carried unanimously.

ESCROW RELEASES

"Sycamore Hollow Farms (Hiland Tract) – Lot 1", Township File SA 2010-01	Request for Release #4	\$5,759.89 recommended for release
"Sycamore Hollow Farms (Hiland Tract) – Lot 2", Township File SA 2010-01	Request for Release #4	\$84,447.00 recommended for release

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve Escrow Release #4 for "Sycamore Hollow Farms (Hiland Tract) – Lot 1, Township File SA 2010-01 in the amount of \$5,759.89. The motion carried unanimously.

Mr. Calderaio made a motion, seconded Mr. Forest, to approve Escrow Release #4 for "Sycamore Hollow Farms (Hiland Tract) – Lot 2, Township File SA 2010-01 in the amount of \$84,447.00. The motion carried unanimously.

ADDITIONAL BUSINESS / MANAGER'S ITEMS

Mr. Calderaio announced the next Board of Supervisors Work Session and Regular Business Meeting meetings are scheduled on January 26, 2022, beginning at 6:00 p.m.

Consideration of approving the quote for dead tree removal at The Ridings Spray Site to Warwick Tree Service in the estimated amount of \$52,000.00.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve the quote for dead tree removal at The Ridings Spray Site to Warwick Tree Service in the estimated amount of \$52,000.00.

Mr. Forest explained this is a maintenance item to remove the dead trees from the township spray field behind The Ridings subdivision.

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The motion carried unanimously.

Mr. Calderaio made a motion, seconded by Mr. Forest, to add the following item to the agenda under "Additional Business / Manager's Items" and to post the agenda so amended on the township's website and at the township office by the first business day following this meeting:

Consideration of approving the Purchase Order to James O'Neill Masonry LLC in the amount of \$18,600.00 for bridge repairs.

Mrs. Cozza explained the reason for the change was that the Purchase Order was not received in time to be posted on the 24-hour advance agenda.

The motion carried unanimously.

Consideration of approving the Purchase Order to James O'Neill Masonry LLC in the amount of \$18,600.00 for bridge repairs.

Mr. Calderaio made a motion, seconded by Mr. Forest, to approve the Purchase Order to James O'Neill Masonry LLC in the amount of \$18,600.00 for bridge repairs.


Mrs. Cozza explained bridge repairs are needed for the small bridge located by the Kirk Farm, as was discussed during previous work sessions. She said the township was searching for a mason to make the repairs, and received a quote from James O'Neill Masonry LLC which actually is lower than other quotes that had been received, so the township cancelled the previous purchase order.

The motion carried unanimously.

Mr. Calderaio made a motion, seconded by Mr. Forest, to adjourn the meeting at 6:09 p.m. The motion carried unanimously.

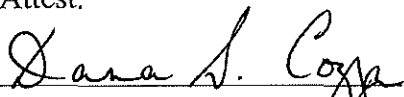
Approved by the Board of Supervisors on the 26th day of January, 2022.

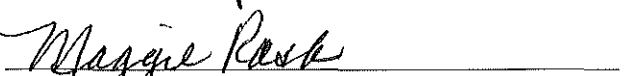
Buckingham Township Board of Supervisors


Paul Calderaio, Chairman


Jon Forest, Vice-Chairman

Attest:


Dana S. Cozza, Secretary


Maggie Rash, Member


Minutes respectfully submitted by Lori Wicen.

Memorandum Pursuant to 65 Pa.C.S.A. § 1103 (j)

I, Paul Calderaio, being a Supervisor of Buckingham Township, make this Written Memorandum pursuant to 65 P.S. § 1103 (j) to be filed with the minutes of the Meeting of the Buckingham Township Supervisors for January 3rd, 2022.

The Supervisors have before them a motion concerning the elected Tax Collector for Buckingham Township, Ann Calderaio. The motion concerns the consideration of approving a Resolution appointing the locally-elected Tax Collector for the year 2022 as the municipal officer authorized to provide tax certifications, duplicate bill fees, and a return check fee, upon request by the public and authorizes the Tax Collector to collect and retain, as compensation for providing such additional services, certain fees.

Ann Calderaio is my wife and a family member within the meaning of the Ethics Act, 65 P.S. § 1101 et seq. Ann Calderaio could receive private pecuniary benefit or detriment by virtue of Buckingham Township's actions on Resolutions or other matters affecting the Tax Collector. For that reason, I am abstaining from the discussion of, consideration of and the vote on this matter.

A handwritten signature in black ink, appearing to read 'Paul Calderaio', written over a horizontal line.

Paul Calderaio

January 3, 2022