

Incorporated March 12, 1738

TINICUM TOWNSHIP

Bucks County

BOARD OF SUPERVISORS

163 Municipal Road
Pipersville, Pennsylvania 18947

Tinicum Township Board of Supervisors Organizational Meeting Minutes January 6, 2020

Supervisors Present: Richard Rosamilia, John Blanchard and Jim Helms.

Staff Present: Teri Lewis, Township Manager.

Public Present: None.

Chairperson Richard Rosamilia called the public meeting of the Tinicum Township Board of Supervisors to order at 7:30 pm followed by the Pledge of Allegiance.

Board of Supervisors Chairperson

Rosamilia as temporary Chairperson nominated Jim Helms as Chairperson for 2020.

Motion: to appoint Jim Helms as Chairperson of the Board of Supervisors.

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

Board of Supervisors Vice-Chairperson

Motion: to appoint John Blanchard as Vice-Chairperson of the Board of Supervisors.

Motion by: Helms. Second by: Rosamilia. Voted upon and passed.

Township Manager & Treasurer

Motion: to reappoint Teri Lewis as Township Manager and Treasurer.

Motion by: Rosamilia. Second by: Helms. Voted upon and passed.

Township Solicitor

Motion: to reappoint Stephen Harris as Solicitor for the Township at the rate of \$175.00 per hour, with the policy that he regularly attends the Township Board Of Supervisor meetings and be on call to attend meetings at the request of the Supervisors.

Motion by: Blanchard. Second by: Rosamilia Voted upon and passed.

Township Engineer

Motion: to reappoint Tom Fountain as Township Engineer at the rate of \$93.00 per hour, with the policy that he be on call to attend meetings at the request of the Supervisors.

Motion by: Rosamilia. Second by: Helms. Voted upon and passed.

Township Emergency Management

Motion: to confirm reappointment of Bill Cahill as the Emergency Management Coordinator.

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

Rate of Pay for Contracted Services/ Public Works Department

Motion: to pay the sum of \$23.30 per hour to a person providing contracted services during regular business hours and a rate of \$34.95 per hour for evenings, weekends, holidays, or after a work shift exceeding 8 hours.

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

Township Zoning Officer

Motion: to reappoint Tracy Tackett and Tackett Planning, Inc. as Township Zoning Officer at the rate of \$70.00 per hour, with the policy that she be on call to attend meetings at the request of the Supervisors.

Motion by: Rosamilia. Second by: Helms. Voted upon and passed.

Motion: to confer powers and duties to administer and enforce the provisions of the Zoning Ordinance to the Zoning Officer.

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

Township Planner

Motion: to reappoint Tracy Tackett and Tackett Planning, Inc. as Township Planner at the rate of \$85.00 per hour, with the policy that she be on call to attend meetings at the request of the Supervisors.

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

Consulting Township Planner

Motion: to reappoint Thomas Kelso, Castle Valley Consultants, Inc. to provide professional civil, environmental, and planning services on an as-requested basis by the Township at an hourly rate of \$137.00, or less, in accordance with the 2020 contract.

Motion by: Rosamilia. Second by: Blanchard. Voted upon and passed.

Consulting Water Planner

Motion: to reappoint Matthew Mulhall of M2 Associates to provide professional environmental and planning services on an as requested basis by the Township at an hourly rate of \$145.00.

Motion by: Blanchard. Second by: Helms. Voted upon and passed.

Building Inspector

Motion: to appoint Keystone Municipal Services, LLC as the Building Inspector and to administer the PA Uniform Construction Code, Act 45 of 2015, at an hourly rate of \$68.00 per hour.

Motion by: Rosamilia. Second by: Helms. Voted upon and passed.

Township Fire Police

Motion: to reappoint members of Del Val and Ottsville Volunteer Fire Companies as the Township Fire Police in accordance with the recommendations of Police Chief Matt Phelan as follows: Jeff Lutz, Janet Snyder, Jeff Stevens, Doug Burmeister, Dawn Cifelli, Bob Milligan, Frank Snyder, Faith Marie Dickson, Merlin Nallo and David Wolfinger.

Motion by: Rosamilia. Second by: Helms. Voted upon and passed.

Commercial Drivers License (CDL) Administrator

Motion: to appoint Police Chief, Matt Phelan, or his designee, as CDL Administrator.

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

Treasurer's Bond

Motion: to set the Treasurer's Bond at \$650,000.00 with Aetna Casualty Corporation and H.A. Thompson Company as broker.

Motion by: Rosamilia. Second by: Blanchard. Voted upon and passed.

Township Depository General Fund, State Fund, Capital & Equipment Fund, Escrow Fund and Park Fund

Motion: to designate Uninvest Bank and Trust and the PA Local Government Investment Trust as the depositories for the funds of the Township, except in those instances where the Treasurer may obtain a better rate of interest.

Motion by: Blanchard. Second by: Helms. Voted upon and passed.

Township Depository Open Space

Motion: to engage TD Bank and the PA Local Government Investment Trust as the depositories for the Open Space surplus funds of the Township, except in those instances where the Treasurer may obtain a better rate of interest.

Motion by: Rosamilia. Second by: Blanchard. Voted upon and passed.

Real Estate Tax

Motion: to approve Resolution 01-06-20.2 confirming the Real Estate Tax millage for 2020.

Motion by: Blanchard. Second by: Helms. Voted upon and passed.

Earned Income Tax

Motion: to engage Keystone Collections Group to collect the Earned Income Taxes for Tincum Township, pursuant to Act 32 Bucks County Tax Collections.

Motion by: Rosamilia. Second by: Blanchard. Voted upon and passed.

Admissions Tax Officers

Motion: to authorize the Township Manager to collect the Admissions Tax for the Township.

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

Bucks County Tax Collection Committee

Motion: to appoint Jim Helms as the Delegate and Teri Lewis as the Alternate to the Bucks County Tax Collection Committee.

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

Vacancy Board - Act 1069

Motion: to appoint Steven Neubert to serve as Chairperson of the Vacancy Board, pursuant to Act 1069.

Motion by: Rosamilia. Second by: Blanchard. Voted upon and passed.

Mileage Reimbursement

Motion: to reimburse authorized personnel for mileage at 58¢ cents per mile, or at the rate as adjusted by the IRS for use of personal vehicles on Township business.

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

Fee Schedule

Motion: to adopt the 2020 Tincum Township Fee Schedule pursuant to Resolution No. 010620.01.

Motion by: Rosamilia. Second by: Blanchard. Voted upon and passed.

Planning Commission [4-Year Term/ 7 Members per Ordinance 60 & 21, PA Municipalities Planning Code Article II, Section 201]

Motion: to reappoint John Cole and Neil Sullivan to the Planning Commission for 4-year terms expiring 12/31/23.

Motion by: Rosamilia. Second by: Helms. Voted upon and passed.

Current Planning Commission Members: MJ Frumin (12/31/20), Joy Von Glueck (12/31/20), Carl Ruthardt (12/31/20), John Clement (12/31/21) and David Upmalis (12/31/22).

Zoning Hearing Board [3-Year Term/ 3 Members & 1 Alternate per PA Municipalities Planning Code Article IX]

Motion: to reappoint Eric Hinrichs to the Zoning Hearing Board for a 3-year term expiring 12/31/22.

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

Motion: to appoint Tom Casola as Zoning Hearing Board Alternate replacement for the remainder of the term ending 12/31/21.

Motion by: Helms. Second by: Rosamilia. Voted upon and passed.

Current Zoning Hearing Board Members: Gary Pearson (12/31/20) and Mike Zavoda (12/31/21).

Zoning Hearing Board Solicitor

Motion: to reappoint Grim, Biehn & Thatcher, with Mary Eberle having the primary responsibility for representing the Zoning Hearing Board at a rate of \$140.00 per hour.

Motion by: Rosamilia. Second by: Blanchard. Voted upon and passed.

Historical Commission [3-Year Term/ 7 Members per Resolution 03-03-09.1]

Motion: to reappoint current members Janine Black, Michael Kauffman, Ethan Perry, and Stephen Victor to the Historical Commission for 3-year terms expiring 12/31/22.

Motion by: Blanchard. Second by: Helms. Voted upon and passed.

Park and Recreation Board [5-Year Term/ 7 Members per Ordinance 140 & 119]

Motion: to reappoint Phil Szymanowski to the Park and Recreation Committee for a 5-year term expiring 12/31/24.

Motion by: Rosamilia. Second by: Blanchard. Voted upon and passed.

Current Park and Recreation Board Members: Vicki Dexheimer (12/31/21), Terry Johnston (12/31/22), Michelle Grundahl (12/31/23).

Land Preservation Committee [1-Year Term/ 5-7 Members per Resolution 08.06.13.1]

Motion: to reappoint Timothy Hall, Bill Ballantine, Mary Pucci, and John Quinby to the Land Preservation Committee for 1-year terms expiring 12/31/20.

Motion: Rosamilia. Second by: Helms. Voted upon and passed.

Motion: to appoint Rob Galdo and Ted Fahy to the Land Preservation Committee for 1-year terms expiring 12/31/20.

Motion by: Helms. Second by: Rosamilia.

Joint Bridgeton, Nockamixon, Tincum Ground Water Management Committee [1-Year Term/ 2 Members]

Motion: to reappoint Joan Ramage-MacDonald and Riley Murphy to the Joint Bridgeton, Nockamixon, Tincum Ground Water Management Committee for 1-year terms expiring 12/31/20.

Motion by: Blanchard. Second by: Helms. Voted upon and passed.

Lower Delaware Wild & Scenic River Management Council [1-Year Term]

Motion: to reappoint Marion Kyde as the Township Representative to the Lower Delaware Wild & Scenic River Management Council for a 1-year term expiring 12/31/20.

Motion by: Blanchard. Second by: Rosamilia.

Building Code Board of Appeals [1-Year Term/ 3 Members per PA Municipalities Planning Code Act 247 by Ordinance 80]

Motion: to reappoint Joe Billingham, Chris Weaver, and John Quinby to the Building Code Board of Appeals for 1-year terms expiring 12/31/20.

Motion by: Rosamilia. Second by: Helms. Voted upon and passed.

Attendance Policy

It shall be the policy of the BOS that a member of any Township Committee or Board who fails to attend or participate via teleconference 50% of the meetings during the year will be taken off the Board.

Conclusion

When a formal action is recorded in the Minutes, the vote in all cases shall be considered unanimous, unless a dissenting vote is cast. When a dissenting vote is cast, the entire vote shall be recorded in full.

Motion: to close the Organizational Meeting at 7:49 PM.

Motion by: Rosamilia. Second by: Helms. Voted upon and passed.

**Tinicum Township Board of Supervisors
Regular Meeting for Business Minutes**

Chairperson Jim Helms called the public meeting of the Tinicum Township Board of Supervisors to order at 7:50 pm.

A. Emergency Services

NARM Promulgation must be done in 2020.

B. New Business

1) Minutes:

Motion: to approve the Minutes of the December 17, 2019 meeting as written.

Motion by: Blanchard. Second by: Helms. Voted upon and passed.

2) Treasurer's Report & Budget Recap:

The Treasurer's Report and Budget Recap for December 2019 will be available at the January 23, 2020 meeting.

3) Payroll Report:

Motion: to accept the Payroll Reports for the period ending December 20, 2019 in the amount of \$29,389.97.

Motion by: Helms. Second by: Blanchard. Voted upon and passed.

4) Disbursements:

Motion: to approve the below listed disbursements.

Motion by: Rosamilia. Second by Blanchard. Voted upon and passed.

General Fund	Amount	Memo
Staples	\$199.20	Office Supplies
Service Electric Telephone	\$388.54	Telephone Service
Keystone Municipal Services Inc	\$1,170.00	30335 Bldg. Insp and Reviews through 12/13/19
Ricoh Americas Corp	\$166.16	Copier/Printer Lease
M. Compas	\$254.12	Uniform Dry cleaning reimbursement
M. Compas	\$61.43	Police Supplies Lithium Battery reimbursement
J. Gerding	\$33.50	Uniform Dry cleaning reimbursement
N. Madden Mead	\$269.55	Uniform Dry cleaning reimbursement
VISA	\$58.28	VISA - Volunteer flowers Czura
Suburban Propane	\$891.67	Heating Fuel - Building
M. Compas	\$93.41	Oct pension contribution - reimbursement
J. Gerding	\$93.41	October pension contribution reimbursement
N. Madden Mead	\$93.41	Oct pension contribution reimbursement
M. Phelan	\$108.53	2019 Oct pension contribution reimbursement
Ottsville Volunteer Fire Co.	\$365.77	Balance - 2019 fire tax
Delaware Valley Volunteer Fire Co.	\$544.82	Balance - 2019 fire tax
Upper Black Eddy Fire Company	\$42.47	Balance - 2019 fire tax
Point Pleasant Fire Company	\$107.19	Balance - 2019 fire tax
Merry Maids	\$300.00	Cleaning Services December 2019
Internal Revenue Service	\$2,248.29	Employer FICA tax

Payroll Fund	Amount	Memo
Pay period end 12-20-19	\$23,140.25	Paychecks
Internal Revenue Service	\$5,076.39	Employee FICA tax
Pa Dept of Revenue	\$902.25	Employee Wage tax
Univest Bank	\$48,000.00	Health Savings Accounts Deposit
State Fund	Amount	Memo
Callahan Bearings	\$210.00	Block Bearing
ATCO International	\$148.50	Shop Supplies
Groundwater Fund	Amount	Memo
Lennon's Small Jobs	\$518.50	Data Logger Downloads

C. Zoning

Ordinance 249 Comcast Cable Franchise Agreement Renewal

Motion: to approve Ordinance 249 Comcast Cable Franchise Agreement Renewal

Motion by: Blanchard. Second by: Rosamilia. Voted upon and passed.

D. Proposed Draft Ordinance 250 Group Home Ordinance

Motion: to send proposed draft Ordinance 250 Group Home Ordinance to the Tinicum Planning Commission.

Motion by: Helms. Second by: Blanchard. Voted upon and passed.

E. Executive Session

Supervisor Helms recessed the regular meeting at 7:58 pm to discuss personnel matters and potential litigation. Helms called the meeting back to order at 9:00 pm. There was no action to report.

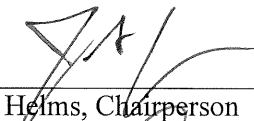
F. Adjournment

Motion: to adjourn the meeting at 9:01 pm.

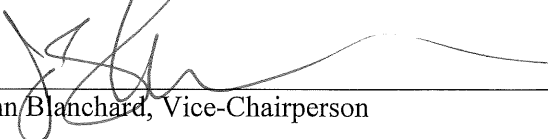
Motion by: Helms. Second by: Blanchard. Voted upon and passed.

The next meeting of the Board of Supervisors is scheduled for January 21, 2020 at 7:30 pm.

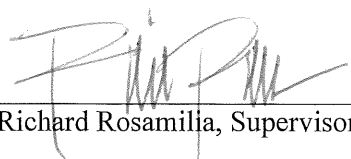
TINICUM TOWNSHIP BOARD OF SUPERVISORS



 Jim Helms, Chairperson



 John Blanchard, Vice-Chairperson



 Richard Rosamilia, Supervisor