

# BRISTOL TOWNSHIP

2501 BATH ROAD BRISTOL, PA 19007 (215) 785-0500 FAX (215) 785-2131

## COUNCIL MEETING

SEPTEMBER 17, 2009

The meeting was called to order by President Tarlini at 7:18 P.M.

EXECUTIVE SESSION: personnel and litigation were discussed.

President Tarlini called for a Moment of Silence and Pledge of Allegiance.

ROLL CALL: Council Members, Tarlini, Pluta, Greer, Monahan and Davis were present.

Public comments will be taken on Land Development and Official action items. General comments will be taken during Opportunity for Residents to Address Council.

### Government Study Commission Presentation and Discussion:

Mike Slipp and Janet Keyser gave a presentation on the Government Study Commission.

Mr. Slipp said this was passed last November. It is a non-partisan commission of seven members, Jack Baradziej, Helen M. Cini, Janet Keyser, Don Mobley, Cindy Peto, Michael J. Slipp and Anne R. Titus. The budget is \$25,000. Eighteen meetings were held, most with full participation. We spoke with residents and reflected on comments. The present form of government was studied, some parts were good and some were not well defined. If there is a change in government there will still be a vote for a mayor, that position will be important for two years (until January 2012). Every household in the Township will receive the final report in print. Everyone should read the report. This will be important for the November 3, 2009 election.

Janet Keyser stated the commission has not completed responsibilities, we will have town meetings. The first will be September 21, 2009 at the Third District Fire House, the second meetings is October 6, 2009 at the Bristol Township Senior Center; the third town meeting is October 6, 2009 at the Newportville Fire Company. We stayed within our budget and will continue to educate the residents. Councilman Greer commended the Government Study Commission on an outstanding job. Vice President Pluta stated all of Council extends the same sentiment, thank you for all who worked on this study.

A Summary of the Commission's Recommendations is attached.

VOUCHER LIST & REQUISITIONS AND MINUTES:

1. Councilman Monahan called for the motion to approve the outstanding voucher list and requisitions for August 2009. Second by Vice President Pluta.

Roll Call Vote:	Councilman Greer	yes
	Councilman Monahan	yes
	Councilwoman Davis	yes
	Vice President Pluta	yes
	President Tarlini	yes <sup>-except abstain Curtain &amp; Heefner #01414530 for \$2,702.70</sup>

Motion Approved 5-0

2. Vice President Pluta called for the motion to approve minutes from the June 18, 2009 Council Meeting. Second by Councilwoman Davis.

Roll Call Vote:	Councilman Greer	abstain
	Councilman Monahan	yes
	Councilwoman Davis	yes
	Vice President Pluta	yes
	President Tarlini	yes <sup>-with a few minor typing corrections</sup>

Motion Approved: 4 ayes-1 abstain

REPORT FROM MANAGING DIRECTOR:

Mr. Bartlett reported concerns of Septa Bus routes in the township should be submitted, the report will be submitted to Septa by October 15<sup>TH</sup>, please submit the information by email to Septa.

Councilman Greer called for the motion to approve resolution number 24-2009 authorizing the Manager to submit grant applications. Poll: all ayes. Motion approved.

Mr. Bartlett said grant applications are due tomorrow. Non-profits were submitted, some will be submitted tomorrow. A request was received from TAG. We submitted the multijurisdictional grant, they clean up graffiti. Councilman Monahan called for the motion to support the \$150,000 grant application for TAG through the Redevelopment Authority. Second by Councilman Greer. Poll: all ayes. Motion approved.

Mr. Bartlett stated the Red Cross provides a cooperative service for natural and manmade disaster. This clarifies the role in a disaster. This agreement formalizes between the Township and the Red Cross what the roles for each are in a disaster. Councilwoman Davis called for the motion to authorize the agreement with the Red Cross, with no financial obligation, clarifying the role between the Township and the Red Cross for a disaster, the Township Manager is authorized to sign the agreement. Second by Vice President Pluta. Poll: all ayes. Motion approved.

Mr. Bartlett stated last year the format was changed for non-profit organizations request for waiver of fees (sign fees). Now as Manager I deal with and receive a number of requests for waivers. This is not automatic. It waives fifty percent of the total fee. The Council will be given an updated list. The non-profit organization will get a new invoice with the reduced amount.

SUBDIVISIONS/LAND DEVELOPMENT:

Land Development

1. Robert C. Long Jr., 2019 Bristol Pike, Croydon (Tax parcel #5-13-100) requesting Preliminary and Final Land Development approval in order to construct a mini-ware-house building at the above noted location in a C-Commercial zoned district of Bristol Township. – Rescheduled by applicant for October 15, 2009.
  
2. Metro Bank, 50 South 16<sup>th</sup> Street, Suite 2400, Philadelphia requesting Preliminary and Final Land Development approval for property located at the Queen Anne Plaza Shopping Center, Oxford Valley Road, Fairless Hills (Tax Parcel #5-44-2-3) in order to construct a bank at the above noted location in a CS Shopping Center zoned district of Bristol Township. Mr. Hecker represented Metro Bank and gave a PowerPoint presentation. The site was previously the Hollywood Video which is now vacant. It is a pad site. Metro entered into the agreement to occupy, demolish and build the bank. John Martinez, KZA Engineers showed a display of the three thousand sixteen square foot bank. This will occupy the same area as the Hollywood Video did. Gary Smith stated this went to the Planning Commission, review letters were issued. Everything in my letter was a will comply or adjusted per my request. There are no waivers. Mr. Martinez said the only waiver we would need is the fifteen foot separate parking stalls, six feet is the closest we are asking for. Councilman Greer stated we granted the waiver from the front of the building. Gary Smith said it wasn't mentioned at the Planning Commission but should not be a problem. The Bucks County Conservatory said this was inadequate detail and notes on the plan. They will comply with the Bucks County Conservatory and it will be outstanding until they comply. That letter would be needed from the Conservatory District. Councilwoman Davis called for the motion to grant approval for property located at the Queen Anne Plaza Shopping Center, Oxford Valley Road, Fairless Hills (Tax Parcel #5-44-2-3) in order to construct a bank at the above noted location in a CS Shopping Center zoned district of Bristol Township including the recommendations of Gary Smith and will complies agreed to. Second by Councilman Monahan. Poll: all ayes. Motion approved.

COUNCIL ITEMS:

- A. Vice President Pluta called for the motion authorizing the Susquehanna Group to begin the process of refinancing the 2004 Bond to reduce the Township bond debt cost. Mr. Bartlett stated in 2004 the Township took out a bond. Interest rates are changing. We can save money in refinancing the bond. This will be for the same duration of time, but approximately \$40,000 savings. Second by Councilman Greer.

Roll Call Vote:	Councilman Greer	yes
	Councilman Monahan	yes
	Councilwoman Davis	yes
	Vice President Pluta	yes
	President Tarlini	yes

Motion Approved 5-0

- B. Councilman Monahan called for the motion to approve Ordinance 2009-303 amending Chapter 191, "vehicles and traffic" of the Code of Ordinances of the Township of Bristol by establishing Queen Anne Drive from Wistar Road to Keyston Drive as a residential parking permit only district on weekdays. Second by Councilwoman Davis.

Roll Call Vote:	Councilman Greer	yes
	Councilman Monahan	yes
	Councilwoman Davis	yes
	Vice President Pluta	yes
	President Tarlini	yes

Motion Approved 5-0

- C. Councilman Monahan called for the motion to approve the Police Pension Plan MMO of \$564,367. Second by Councilman Greer.

Roll Call Vote:	Councilman Greer	yes
	Councilman Monahan	yes
	Councilwoman Davis	yes
	Vice President Pluta	yes
	President Tarlini	yes

Motion Approved 5-0

- D. Councilman Greer called for the motion to approve the Non Uniform Plan MMO of \$134,032. Second by Councilman Monahan.

Roll Call Vote:	Councilman Greer	yes
	Councilman Monahan	yes
	Councilwoman Davis	yes
	Vice President Pluta	yes
	President Tarlini	yes

Motion Approved 5-0

- E. Vice President Pluta called for the motion to approve the Sewer Department MMO of \$11,623. Second by Councilman Greer.

Roll Call Vote:	Councilman Greer	yes
	Councilman Monahan	yes
	Councilwoman Davis	yes
	Vice President Pluta	yes
	President Tarlini	yes

Motion Approved 5-0

- F. Councilman Monahan called for the motion to approve Resolution #2009-22, authorizing the Township Manager as designated signer and contact person for the DEP Waste Water Treatment Grant. Second by Councilwoman Davis.

Roll Call Vote:	Councilman Greer	yes
	Councilman Monahan	yes
	Councilwoman Davis	yes
	Vice President Pluta	yes
	President Tarlini	yes

Motion Approved 5-0

- G. Councilman Greer called for the motion to approve resolution #2009-23, authorizing the destruction of outdated records and reports as prescribed by State statute. Second by Councilwoman Davis.

Roll Call Vote:	Councilman Greer	yes
	Councilman Monahan	yes
	Councilwoman Davis	yes
	Vice President Pluta	yes
	President Tarlini	yes

Motion Approved 5-0

#### REPORT FROM PUBLIC WORKS DIRECTOR:

Mr. Lawson encouraged residents to rake and recycle. Don't dump in wooded areas or storm inlets. If this is found the person will be sited and said there are many wooded areas in the Township. But Bristol Township doesn't own them all. We receive calls to clean them up if it is not the Township's responsibility it is turned over to License and Inspection. When draining pools people should run the hose across the front yard to recharge the ground water. Some may go into the storm sewer but it goes across the yard first. Also don't cut tree limbs and throw them in the storm ditches, License and Inspections will fine for that. Households should start planning parking of cars for the winter months.

Councilman Monahan stated the sealing is not done on Red Cedar Drive. Mr. Lawson responded that is being addressed before the payment is made to the contractor. Councilman Monahan said Ivy Hill Road should be looked at by the Township Engineer.

REPORT FROM CHIEF OF POLICE:

Chief McAndrew stated \$60,000 of renovations was completed in the police department. The Federal Agency Forfeiture funds paid for this, the money was well spent.

Last meeting the speed limit on Route 13 at Neshaminy Avenue in Croydon was discussed. Pen dot said on December 22, 1954 there was authorization of a speed limit of twenty five miles per hour. That is not done anymore, but is still in effect.

REPORT FROM DIRECTOR OF BUILDING, PLANNING & ZONING:

Mr. Kucher stated an article will be prepared for the newsletters stating the recycling requirements. There is a green fest at Silver Lake.

There were one hundred seventeen vacant homes in the spring, now there are one hundred six. Residents and the Public works department are thanked for doing the grass cutting for these homes.

Councilman Monahan said at 513 Hartford Lane the weeds are high. Cats took residence in the shed; this is keeping the neighbors up at night.

Mr. Kucher stated financial advisors recommend people walk away from their home prior to foreclosure. At that point, the bank doesn't own the home. We issue a citation to the owner, who can't be found. Banks have foreclosure maintenance departments and they have to bid and assess the problem. It is a difficult process but we are working with the process.

REPORT FROM DIRECTOR OF WATER & SEWER:

Mr. Britton reported the water department is doing readings. Any leaks around a meter should be taken care of.

We are working with the Army Reserve on an easement and right of way. This is progressing; it is coordinated with Gary Smith.

We are working with Aqua on the State required backflow prevention devices. We are receiving quotes for our department.

I would like to extend thanks to Herb Schoell for all his assistance and knowledge of the Bristol Township Water Department's system.

The sewer department is working to comply with State and local regulations.

I have committed to the newsletter prior and not completed, today I have connection detail to sewer mains. It shows how it is connected this is a good handout to the public to show what is legal or illegal. Downspouts and sump pumps are illegal connections. We need to identify and enforce this. It takes capacity and impacts operation.

BRISTOL TOWNSHIP COUNCIL  
SEPTEMBER 17, 2009

We are working toward grant and funding to make improvements. The Manager and Council are thanked for their support.

REPORT FROM SOLICITOR:

Mr. Sacco reported four releases were received from the police department, for the purpose of the Travelers bond. We have an MMO request which was approved tonight. For those who haven't signed, regulations make sure the plan is properly funded. You can call me with questions. It does need to be notarized and will relieve the Township of \$40,000 in payments. We are still waiting for nine. The local PBA spoke to me. He may advise them to sign.

OTHER:

Councilman Pluta stated department heads should address or acknowledge situations which come across your desk, deal with and sit when you can, but, let them know you are interested in the their situation.

Councilman Monahan stated on New Falls Road there is a sidewalk owned by Verizon near Appletree; could it be extended to the Levittown Parkway? Mr. Lawson said the State put that in. We negotiated to cut grass there. Years ago, we met and were to finish it to the parkway. The trees came down, but, it was not finished due to lack of money. We would have to work with the State to get it done. Councilman Monahan stated I will check with Senator Tomlinson's office and Representative Melio.

Councilman Greer said the intersection of Route 413 and Route 13 is now clean at the location Mr. Tryon complained about. Mr. Lawson stated we own the property but Mr. Tinsman and a Boy Scout troop takes care of it, if it is too high we will cut the grass, sometimes it is too high for their mowers.

PUBLIC COMMENT:

1. Ken Smith- did not speak.
2. Wet Retzler-was happy to hear Mr. Bartlett saving money also he said people who are found guilty in the township should have to reimburse the Township for money lost.

ADJOURNMENT:

Councilwoman Davis called for the motion to adjourn. Second by Councilman Greer. Poll: all ayes. Motion approved. The meeting adjourned at 8:45 P.M.

Respectfully submitted  
*Denise Gorry*  
Secretary

/dg

MOTIONS APPROVED:

- 1) Approve the outstanding voucher list and requisitions for August 2009.
- 2) Approve minutes from the June 18, 2009 Council Meeting.
- 3) Approve resolution number 24-2009 authorizing the Manager to submit grant applications.
- 4) Support the \$150,000 grant application for TAG through the Redevelopment Authority.
- 5) Authorize the agreement with the Red Cross, with no financial obligation, clarifying the role between the Township and the Red Cross for a disaster, the Township is authorized to sign the agreement.
- 6) Grant approval for property located at the Queen Anne Plaza Shopping Center, Oxford Valley Road, Fairless Hills (Tax Parcel #5-44-2-3) in order to construct a bank at the above noted location in a CS Shopping Center zoned district of Bristol Township including the recommendations of Gary Smith and will complies agreed to.
- 7) Authorize the Susquehanna Group to begin the process of refinancing the 2004 Bond to reduce the Township bond debt cost.
- 8) Approve Ordinance 2009-303 amending Chapter 191, "vehicles and traffic" of the Code of Ordinances of the Township of Bristol by establishing Queen Anne Drive from Wistar Road to Keyston Drive as a residential parking permit only district on weekdays.
- 9) Approve the Police Pension Plan MMO of \$564,367.
- 10) Approve the Non Uniform Plan MMO of \$134,032.
- 11) Approve the Sewer Department MMO of \$11,623.
- 12) Approve Resolution #2009-22, authorizing the Township Manager as designated signer and contact person for the DEP Waste Water Treatment Grant.
- 13) Approve resolution #2009-23, authorizing the destruction of outdated records and reports as prescribed by State statute.

9/17/09

	NAME	STREET ADDRESS	AGENDA (X)	OTHER (X)
1	KENY SMITH	1005 GRIFFS AVE	X	Passed
2	WES REICHD	WEST BRISTOL	X	8:35
3				8:38
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# Important Information for Bristol Township's Citizens About the Elimination of the Council-Mayor Government Format

## Section I: Brief History of the Commission

In November, 2008, the voters of Bristol Township authorized the formation of a seven (7) member Government Study Commission to review the Township's current form of government and to evaluate other alternative government plans.

Under the applicable laws, the Commission was given just nine (9) months to complete its task. During that time, the Commissioners worked individually, in small committees, as well as, in a group holding fifteen (15) meetings open to the public, in which they listened to and questioned the people of Bristol Township, various elected officials, municipal managers and local government experts.

The Commission ultimately decided that a change in format would be beneficial to the people of Bristol Township.

## Section II: Summary of the Commissions Recommendations

Presently, Bristol Township is governed by a five (5) member Council and an elected Mayor. The day to day operations of the Township are handled by the appointed Managing Director, with eleven separate departments underneath him. The Commission feels that the current government is inefficient, subject to undue political influence and does not allow for the proper accountability of its elected officials.

By increasing the number of Council members to Seven (7), Bristol Township's citizens will have greater representation in Council and a more active voice in their government.

Additionally, eliminating the Mayor position will remove the political tension that currently exists so that decisions will be more responsive to the people and not subject to undue political influence. Bristol Township will also see a financial benefit from the elimination of the Mayor's salary and benefits.

On August 4, 2009, the Bristol Township Government Study Commission recommended a change in government format to the citizens of our Township.

The major changes that the Commission recommends are as follows:

1. Replacing the current government format, "Executive-Council Plan C", to the "Manager-Council" plan under the Home Rule Charter and Optional Plans Law;
2. Increasing the number of council members from five (5) to seven (7). All to be elected on an at-large basis;
3. The elimination of the Office of Mayor;
4. The formation of a transition committee to assist with handling the inevitable issues that will arise upon the switch from one form of government to the other. The transition committee should consist of three (3) of the Bristol Township Government Study members, as chosen by the Commission, two (2) members of the Township Council and two (2) residents. This committee will also be responsible for making recommendations for revising the current administrative code so that it may more properly conform with the new government structure, as well as, recommending substantive changes in order to promote a better, more efficient and accountable government.

## Section III: Commonly Asked Questions

If adopted by the voters, when would the new form of government go into effect?

If adopted at the November 3, 2009 general election, the new form of government would take effect on the first Monday of January 2012.

What will happen to the Mayor, should the voters decide to adopt the referendum and authorize a new form of government?

Since the Council-Manager plan proposed by the Commission calls for the elimination of the Office of Mayor that elected position will cease as of the date the new government is scheduled to start should the voters chose to approve this referendum. The new government would begin on the first Monday in January 2012.

Will the current Council members' terms automatically expire if we decide to vote for the new government format?

NO, the members of council will finish out their current terms in office. Upon the adoption of the proposed Council-Manager Plan, the number of council members will be increased to seven (7). In order that seven council members are elected when the new government takes effect, those two additional seats, as well as, any other seats whose term is normally to expire shall be elected at the municipal election proceeding January, 2012 when the new government format takes effect.

Will the Township employees lose their jobs if the new form of government is adopted by the voters?

NO, current employees will continue to work for the Township after the new government plan takes effect in January, 2012. However, it is expected that the new government format will cause a rearrangement and/or reclassification of some jobs in order to conform to the new structure.

Will the new government format increase our taxes?

NO, this proposed change in government format will not cause an increase in local taxes for the Bristol Township residents.

How long will the new form of government last?

Ideally, the new form of government will last until the voters of Bristol Township decide to change it. However, under the Home Rule Charter and Optional Plan laws, once a municipality has adopted an optional plan of government, it can not vote on a question of changing the form of government until five (5) years after the optional plan becomes effective.

## Section IV: Distribution of the Full Report

Copies of the Final Report are being mailed to each household in the Township. Copies can also be obtained at the Township building and can be viewed on the Township's website, [www.bristoltownship.org](http://www.bristoltownship.org). The Commission has also planned several more meetings with the public to explain their recommendations and answer questions of the Bristol Township residents.