

East Rockhill Township Board of Supervisors
December 19, 2019
Regular Business Meeting Minutes

The regular business meeting of the East Rockhill Township Board of Supervisors was held at 7:00p.m. on December 19, 2019 in the Township meeting room at the East Rockhill Township Municipal Building, 1622 North Ridge Road, Perkasio, PA 18944.

Present:	Gary Volovnik David Nyman Jim Nietupski Marianne Morano Patrick Armstrong, Esq. C. Robert Wynn, P.E. Jeff Scholl	Supervisor Chairperson Supervisor Vice-Chairperson Supervisor Member Township Manager Township Solicitor Township Engineer Public Works Director
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The meeting was called to order at 7:00p.m. by Mr. Volovnik with the Pledge of Allegiance.

Announcements

Perkasie Fire Company will be escorting Santa through East Rockhill Township on December 21 starting at 5pm.

An Executive Session will follow the regular meeting for real estate.

Public Comment #1

- Steven Hall, 1080 Old Bethlehem Road, thanked the Supervisors for the zoning enforcement action against the Lake House Inn and looks forward to the Township Solicitor's attendance at the upcoming Zoning Hearing.
- Ned Powell, 2747 Three Mile Run Road, stated he resides across the street from the Lake House Inn and appreciates the Board of Supervisor zoning action with respect to rental units. Mr. Ned Powell and Dr. Alice Moore are available as witnesses at the January 15, 2020 Zoning Hearing.

Approval of Minutes and Bills Payable:

Approval of Minutes from November 26, 2019 Budget and Regular Meeting.

- Mr. Nietupski questioned why written public comments were not inserted into the minutes. The written public comments are in the public packet as posted to the website on Friday, December 13 in addition to the public packet available tonight. Consensus was to not implement a new procedure inserting written public comments into Township minutes.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to adopt the meeting minutes from the Board of Supervisors' November 26, 2019 Regular Meeting as presented. With no additional discussion, all present voted in favor.

Payment of 2019 and 2020 Unpaid Bills dated December 13, 2019 in the amount of \$179,037.30.

On motion by Mr. Nietupski, seconded by Mr. Nyman, to approve payment of the 2019 Bills List dated December 13, 2019 in the amount of \$175,669.33 as presented. With no additional discussion, all present voted in favor.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to approve payment of the 2020 Bills List dated December 13, 2019 in the amount of \$3,367.97 as presented. With no additional discussion, all present voted in favor.

Pennridge Wastewater Treatment Authority Report: David Nyman

The November 18, 2019 Pennridge Wastewater Treatment Authority minutes and November 2019 flows report are on file.

On motion by Mr. Nietupski, seconded by Mr. Volovnik, to approve the Pennridge Wastewater Treatment Authority Report. With no additional discussion, all present voted in favor.

Pennridge Regional Police Commission Report: Sergeant Maloney

Sergeant Maloney shared the November 2019 Pennridge Regional Police activity report. The report is on file.

On motion by Mr. Nietupski, seconded by Mr. Nyman, to approve the Police Commission Report. With no additional discussion, all present voted in favor.

Township Manager's Report: Marianne Morano

Pennridge Greenjacket Lease January 1, 2020 to December 31, 2024.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to authorize the Chairperson execution of East Rockhill Township and Pennridge Greenjacket Midget Football Association Park Lease at Willard H. Markey Centennial Park for the period of January 1, 2020 to December 31, 2024. With no additional discussion, all present voted in favor.

Certificate of Deposit Maturity Notice.

On motion by Mr. Nyman, seconded by Mr. Nietupski, authorizing closing the Certificate of Deposit with a maturity date of December 14, 2019 and depositing funds into the Capital Improvement Fund. With no additional discussion, all present voted in favor.

Sewer Equivalent Dwelling Unit.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to authorize allocating one sewer equivalent dwelling unit (EDU) to 1097 West Schwenkmill Road parcel identification number 12-009-192-002 in recognition of the public sewer improvement provided by Emil Jacoby to properties with failing systems and the Municipal Office. With no additional discussion, all present voted in favor.

Resignation Letter from Nancy Booz, Planning Commission. It was noted Mrs. Booz has served on the Planning Commission for 40 years. Mr. Nyman requested a resolution be prepared for consideration at the January 2020 regular meeting.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to acknowledge with regret the resignation of Nancy Booz from the Planning Commission effective with her expiring term December 31, 2019 as presented. With no additional discussion, all present voted in favor.

Auditor Engagement Letter. An appointed auditor engagement letter from Dunlap and Associates to perform the 2019 audit was presented.

On motion by Mr. Nietupski, seconded by Mr. Nyman, to authorize the Township Manager to execute the Dunlap and Associates engagement letter not to exceed \$17,900.00 as presented. With no additional discussion, all present voted in favor

Resolution 2019-09 Street Light Assessment.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to adopt **Resolution 2019-09**, setting the Street Light Assessment at \$41.00 per designated property for 2020. With no additional discussion, all present voted in favor.

Resolution 2019-10 Fixing the East Rockhill Township Fee Schedule for 2020.

On motion by Mr. Nietupski, seconded by Mr. Nyman, to adopt **Resolution 2019-10**, contingent on amending the zoning residential demolition accessory building fee to \$100.00, setting the fees for 2020 as presented. With no additional discussion, all present voted in favor.

Resolution 2019-11 adopting a Final 2020 Budget.

With no public comment, **On motion** by Mr. Nyman, seconded by Mr. Nietupski, to adopt **Resolution 2019-11** adopting the Final 2020 Budget in the amount of \$4,094,912 in revenue and \$4,094,912 in expenses for all funds. With no additional discussion, all present voted in favor.

Resolution 2019-12 Fixing the Real Estate Tax Rate for 2020.

On motion by Mr. Nietupski, seconded by Mr. Nyman, to adopt **Resolution 2019-12** fixing the Real Estate Tax Rate for 2020 at 8.725 mills for general purposes; 1.0 mill for Fire Protection; 1.26 mills for Building Debt Service; 1.25 mills for Capital Improvement. With no additional discussion, all present voted in favor.

Etzler Lot Line Adjustment. The plans for recordation are ready for signature.

On motion by Mr. Nietupski, seconded by Mr. Nyman, to approve the Township Manager Report. With no additional discussion, all present voted in favor.

Public Works Report: Jeff Scholl

Mr. Scholl updated the Board on Public Works activities for November 2019. Of note, the 2019 fall leaf collection has been completed with a total of 75 loads collected. The report is on file.

On motion by Mr. Nietupski, seconded by Mr. Nyman, to approve the Township Public Works Report. With no additional discussion, all present voted in favor.

Engineer Report: C. Robert Wynn, P.E.

Wood's Edge Subdivision Release of Escrow Voucher #10 and #11.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to approve Authorization Voucher Number 10 dated December 9, 2019 payable to C. Robert Wynn Associates in the amount of \$259.21 for construction observation and escrow administration from August 24, 2019 to November 30, 2019 and Authorization

Voucher Number 11 dated December 9, 2019 payable to Lynn Builders LLC in the amount of \$15,668.05 for driveway, stormwater, erosion control and misc. With no additional discussion, all present voted in favor.

Pennridge Airport Annual Safety Inspection Report. A Pennsylvania Department of Transportation report to Pennridge Airport dated April 25, 2019 was received by the Township on December 11, 2019 which indicates a total of six trees on Township property intrude into the flight pattern. Five trees are on the property boundary between Willard H. Markey Centennial Park and Airport property in addition to one tree to the right of the Markey Park driveway. The consensus was to not perform a timber harvest which leaves significant debris for many years. Mr. Wynn will contact the Pennridge Airport to request trees be marked to determine ownership.

Subdivision Plan Review Status. Review dated December 4, 2019 is in the Board's packets. No action is necessary.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to accept the Township Engineer report. With no additional discussion, all present voted in favor.

Solicitor Report: Patrick Armstrong, Esq.

Zoning Hearing Board Application from WEGBB, Inc. for 1086 Old Bethlehem Road and 1090 Old Bethlehem Road. A zoning hearing application has been received for 1086 Old Bethlehem Road and 1090 Old Bethlehem Road from WEGBB, Inc. for an appeal of the November 1, 2019 Enforcement Notices which cited violations of the East Rockhill Zoning Ordinance for operating a B8 Rooming or Boarding House use on the properties located at 1086 and 1090 Old Bethlehem Road, Perkasio, known as parcels 12-11-52-6 and 12-11-52-3. The properties are in the Agriculture Preservation Zoning District.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to direct Township Solicitor Patrick Armstrong to assist the Assistant Zoning Officer Steve Baluh at the January 15, 2019 hearing to defend the Enforcement Notices. With no additional discussion, all present voted in favor.

2019 Borrowing Note. Mr. Armstrong advised the Board that settlement took place on December 18, 2019 for the Municipal building renovation financing.

Etzler Right-of-Way Agreements.

On motion by Mr. Nietupski, seconded by Mr. Nyman, to authorize the Chairperson execution of Etzler Right-of-Way easement agreement and Gross right-of-way easement agreement once received. With no additional discussion, all present voted in favor.

Mr. Armstrong requested an Executive Session to discuss litigation regarding the Pennridge Airport from previous years.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to accept the Township Solicitor report. With no additional discussion, all present voted in favor.

Department and Emergency Services Reports

On motion by Mr. Nietupski, seconded by Mr. Nyman, to acknowledge receipt of the Department and Service Reports. With no additional discussion, all present voted in favor. Copies are on file.

New or Other Business – Supervisors' Items

- Mr. Nietupski requested municipal building improvements be placed on the agenda for project updates. Mr. Volovnik stated meetings with contractors will take place every two weeks with minutes taken, value engineering meetings have taken place with the general contractor, electrician and plumber and mechanical was Monday. The project is scheduled to be completed by the end of June.
- Ryan Gottshall, 2201 N. Rockhill Road, requested building plans be placed on the Township website or be emailed to him. It was stated that the file size was too large, but pages could be posted to the website once a final set was received.

Public Comment #2:

- Mary Schulberger, 2386 Hill Road, questioned the status of the McClennen land development and stated she had observed surveyors on the property. No submissions have been received by the Township. Mrs. Schulberger believes the delineators have improved a safety concern on Hill Road, but would like to see public road improvements with Mager properties.
- Jeff Knueppel, 2810 Creek Road, thanked the Board of Supervisors for enforcement of Zoning Code and their continued support from the Township Solicitor on this very important issue in the Lake House Inn neighborhood.
- Ryan Gottshall, 2201 N. Rockhill Road, stated that an emergency alert hot line may enable residents to alert the Township of any road concerns. He was advised by Sergeant Maloney that the 9-1-1 system dispatches police to the scene.

Adjournment

On motion by Mr. Nyman, seconded by Mr. Nietupski, to adjourn into Executive Session. With no additional discussion, the meeting was adjourned at 7:47p.m.

Respectfully submitted,

Marianne Morano
Township Manager

East Rockhill Township Board of Supervisors
January 6, 2020
Re-Organization Business Meeting Minutes

The re-organization business meeting of the East Rockhill Township Board of Supervisors was called to order at 5:01p.m. on January 6, 2020 by Gary Volovnik with the Pledge of Allegiance.

Present:	Gary Volovnik	Supervisor
	David Nyman	Supervisor
	Jim Nietupski	Supervisor
	Marianne Morano	Township Manager
	Jeff Scholl	Public Works Director

Mr. Volovnik's election certificate for a Board of Supervisor 6-year term was presented. Elected Auditor Amy Domres's 6-year term election certificate was also noted as received.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to appoint Township Manager Marianne Morano to serve as Temporary Chairperson. With no additional discussion, all present voted in favor.

On motion by Mr. Volovnik, seconded by Mr. Nyman, to appoint Mr. Nyman as Chairperson. The nomination passed 2-1 with Mr. Nietupski voting in opposition. Mrs. Morano turned the meeting over to Mr. Nyman.

On motion by Mr. Nyman, seconded by Mr. Volovnik, to appoint Mr. Volovnik as Vice Chairperson. The nomination passed 2-1 with Mr. Nietupski voting in opposition.

Resolution 2020-01 Reorganization. Mr. Nyman read each Article of Resolution 2020-01. Following the reading of each Article, the Articles were approved as follows:

ARTICLE II. Board Appointments.

On motion by Mr. Nietupski, seconded by Mr. Volovnik, to accept the Board Appointments as read. With no additional discussion, all present voted in favor.

ARTICLE III. Staff Positions.

On motion by Mr. Nietupski, seconded by Mr. Volovnik, to approve the Staff Positions as read. With no additional discussion, all present voted in favor. Mr. Volovnik abstained from the Township Solicitor appointment.

ARTICLE IV. Financial Institutions and News Publications.

On motion by Mr. Volovnik, seconded by Mr. Nietupski, to accept the financial institutions and news publications as read. With no additional discussion, all present voted in favor.

ARTICLE V. Planning Commission Appointments.

Mrs. Booz has resigned from the Planning Commission leaving a vacancy for the term ending December 31, 2023. Applicants will attend the next Planning Commission work session for a recommendation to be made to the Board of Supervisors.

ARTICLE VI. Zoning Hearing Board Appointments.

On motion by Mr. Nyman, seconded by Mr. Nietupski, to accept the reappointment of David Chlebda to the Zoning Hearing Board. With no additional discussion, all present voted in favor.

ARTICLE VII. Park and Recreation Board Appointments.

On motion by Mr. Volovnik, seconded by Mr. Nietupski, to accept the reappointment of Diane Blodgett and David Stevens to the Park and Recreation Board. With no additional discussion, all present voted in favor.

ARTICLE VIII. Joint UCC Appeals Board Appointments.

On motion by Mr. Nietupski, seconded by Mr. Volovnik, to accept the reappointment of James Kopchak to the Joint UCC Appeal Board. With no additional discussion, all present voted in favor.

ARTICLE IX. Tax and Assessments.

On motion by Mr. Volovnik, seconded by Mr. Nietupski, to reaffirm the tax and assessments as read. With no additional discussion, all present voted in favor.

ARTICLE X. Real Estate Tax Exemption.

On motion by Mr. Nietupski, seconded by Mr. Volovnik, to accept the real estate tax exemption as read. With no additional discussion, all present voted in favor.

ARTICLE XI. Treasurer's Bond.

On motion by Mr. Volovnik, seconded by Mr. Nietupski, to approve establishing the Treasurer's Bond in the amount of \$500,000. With no additional discussion, all present voted in favor.

ARTICLE XII. Employee Wages and Benefits.

On motion by Mr. Nietupski, seconded by Mr. Volovnik, to approve the employee wages and benefits as read. With no additional discussion, all present voted in favor.

ARTICLE XIII. 2020 Township Meeting Schedule and Hours of Operation. The Elected Auditor meeting was cancelled for no quorum.

On motion by Mr. Volovnik, seconded by Mr. Nietupski, to approve delineating and reaffirming all Township meeting schedules and Township office hours. With no additional discussion, all present voted in favor.

Resolution 2020-01. ReOrganization.

On motion by Mr. Nietupski, seconded by Mr. Volovnik, to re-affirm Resolution 2020-01 as a whole. With no additional discussion, all present voted in favor.

Resolution 2020-02. Resolution appointing the Tax Collection Committee Delegate.

On motion by Mr. Nietupski, seconded by Mr. Volovnik, to approve Resolution 2020-02 naming Marianne Morano as Primary Voting Delegate and Kathleen Percetti and Susan Burger as Alternate Voting Delegates for the TCC. With no additional discussion, all present voted in favor.

Resolution 2020-03. Resolution authorizing payment of bills.

On motion by Mr. Volovnik, seconded by Mr. Nietupski, to approve Resolution 2020-03 authorizing interim payment of specified bills. With no additional discussion, all present voted in favor.

Other Business of the Board

Mr. Nietupski reaffirmed a Planning Commission appointment was not made.

Public Comment

- Ken Holtje, 2733 Three Mile Run Road, questioned if PennDOT or the Township had ownership of Sterner Mill Road that is in disrepair. It was stated PennDOT paved that section of the road in the past, however Mr. Scholl would confirm who has ownership.

Adjournment

On motion by Mr. Nietupski, seconded by Mr. Volovnik, to adjourn the meeting. With no additional discussion, the meeting was adjourned at 5:20p.m.

Respectfully submitted,

Marianne Morano
Township Manager

UNPAID 2019 BILLS LIST
JANUARY 24, 2019

FUND CODE	FUND NAME	TOTAL AMOUNT TO BE PAID OUT	
01	GENERAL FUND	\$	32,509.74
08	SEWER FUND	\$	6,069.22
09	PARK & RECREATION/DRIVING RANGE FUND	\$	554.10
19	CAPITAL IMPROVEMENT FUND	\$	317.62
35	STATE AID (LIQUID FUEL) FUND	\$	899.58
90	ESCROW FUND	\$	1,866.50
TOTAL UNPAID BILLS		\$	<u>42,216.76</u>

Unpaid 2019 Bills List
January 24, 2019

<u>Payable To</u>	<u>Memo</u>	<u>Amount</u>
General Fund - 01		
21st Century Media	Public Notice Meeting Ad	83.51 *
AmeriGas	117.1 Gallons Propane - Garage	206.51 *
AmeriGas	144.5 Gallons Propane - Fire Substation	251.19
BIU	Code Services - Nov 2019	1,228.50
BIU	Code Services - Dec 2019	913.50
Chase Credit Card	Lowes - Supplies	68.40 *
Chase Credit Card	NSI - Supplies	278.04 *
Clemens Uniform	Uniforms 12/18/2019	42.01
Clemens Uniform	Uniforms 12/25/2019	42.01
Clemons Richter & Reiss	Lake House Inn Complaint - Dec 2019	379.50
DCED	October-December Permits	108.00
East River Energy	145.0 Gallons Biodiesel	319.40
East River Energy	85.5 Gallons Biodiesel	195.17
Grim Biehn & Thatcher	2019 General Obligation Note - Dec 2019	2,000.00 *
Grim Biehn & Thatcher	General - Dec 2019	945.00 *
Grim Biehn & Thatcher	Burkey (Mt View Violation) - Dec 2019	330.00 *
Grim Biehn & Thatcher	Lucot Code Enforcement - Dec 2019	30.00 *
Grim Biehn & Thatcher	ERT v Pierson Materials/Hanson Aggrs.	8,886.60 *
Grim Biehn & Thatcher	Building Addition - Dec 2019	571.49 *
Grim Biehn & Thatcher	Zoning - Dec 2019	641.50 *
Grim Biehn & Thatcher	Lake House Inn Complaint - Dec 2019	30.00 *
Grim Biehn & Thatcher	Kovac Enforcement - Dec 2019	319.25 *
Home Depot	Supplies (Kitchen)- Dec 2019	375.74 *
J&M Engineering	Addition Changes	8,000.00
Manko Gold Katcher Fox LLP	Quarry - Oct 2019	4,309.44
Northampton Townshp	BC Consortium - Verizon Franchise Negotiations	88.28 *
PAPCO	20.0 Gallons Unleaded	38.53
PAPCO	45.0 Gallons Unleaded	87.67
Quill	Supplies - Dec 2019	58.57
Reiss Hauling & Recycling, Inc.	Trash & Recycling Service - Dec 2019	1,270.00
Ricoh-Images	Black & White/Color Copies	54.49
Sprint	Cell Phone Service - Nov 2019	133.89 *
Sprint	Cell Phone Service - Dec 2019	133.70
Staples Credit Plan	Supplies - Dec 2019	89.85 *
		<u>General Fund \$ 32,509.74</u>
Sewer Fund - 08		
CKS Engineers, Inc.	Three Mile Run Pump Station Design	2,287.75
Kevin Franks	Treatment Plant Operations - Dec 2019	1,500.00

Unpaid 2019 Bills List
January 24, 2019

<u>Payable To</u>	<u>Memo</u>	<u>Amount</u>
Lawson Products	Parts/Supplies	310.60
Miller Tire & Auto Co.	Tires - 2008 F-350	1,163.92
MJ Reider Associates	Lab Analysis Bi-Weekly - 12/13/19	275.00
MJ Reider Associates	Lab Analysis Bi-Weekly - 12/27/19	275.00
PA DEP	Storage Tank Registration/Permit	50.00 *
PA One Call	Monthly Activity - Dec 2019	28.56
Sprint	Cell Phone Service - Dec 2019	89.13
Sprint	Cell Phone Service - Nov 2019	89.26 *
		<u>Sewer Fund \$ 6,069.22</u>
Park & Recreation / Driving Range Fund -09		
Little's	Parts - Gator	393.25
Little's	Parts - Gator	160.85
		<u>Park & Rec / Driving Range Fund \$ 554.10</u>
Capital Improvement Fund - 19		
Chase Credit Card	Lowes - Supplies	84.48 *
M&W Precast	Township Sewer Line	233.14
		<u>Capital Improvement Fund \$ 317.62</u>
State Aid (Liquid Fuel) Fund - 35		
Auto Plus	Supplies - All Vehicles/Equipment	401.51 *
Auto Plus	Supplies - Roller	60.62 *
Auto Plus	Supplies - Road Mower	12.23 *
Established Traffic Control	Signs - Three Mile Run/Old Bethlehem Pk	96.00 *
Safety-Kleen	Parts Washer Solvent	329.22 *
		<u>State Aid Fund \$ 899.58</u>
Escrow Fund - 90		
Grim Biehn & Thatcher	Mager Lot Line - Dec 2019	\$ 185.00 *
Grim Biehn & Thatcher	Pennridge Airport Hangars - Dec 2019	\$ 74.00 *
Grim Biehn & Thatcher	Dornstreich - Dec 2019	\$ 156.50 *
Grim Biehn & Thatcher	Pennridge Airport LLA - Dec 2019	\$ 432.00 *
Grim Biehn & Thatcher	PRA Booster Station - Dec 2019	\$ 425.50 *
Grim Biehn & Thatcher	Etzler - Dec 2019	\$ 240.00 *
Grim Biehn & Thatcher	Freier - Dec 2019	\$ 203.50 *
Grim Biehn & Thatcher	Mullin - Dec 2019	\$ 150.00 *
		<u>Escrow fund \$ 1,866.50</u>
		Total Unpaid Bills \$ 42,216.76

*denotes already paid

UNPAID 2020 BILLS LIST
JANUARY 24, 2019

FUND CODE	FUND NAME	TOTAL AMOUNT TO BE PAID OUT
01	GENERAL FUND	\$ 150,304.05
05	OPEN SPACE FUND	\$ 70,069.62
08	SEWER FUND	\$ 149,606.43
09	PARK & RECREATION/DRIVING RANGE FUND	\$ 1,271.38
13	STREET LIGHT FUND	\$ 1,767.21
19	CAPITAL IMPROVEMENT FUND	\$ 2,052.14
22	BUILDING DEBT FUND	\$ 5,797.22
35	STATE AID (LIQUID FUEL) FUND	\$ 4,934.47
90	ESCROW FUND	\$ 3,875.33
TOTAL UNPAID BILLS		\$ <u>389,677.85</u>

Unpaid 2020 Bills List
January 24, 2020

<u>Payable To</u>	<u>Memo</u>	<u>Amount</u>
General Fund - 01		
21st Century Media	WEGBB/Lakehouse Inn Zoning Hearing Ad	123.83
Alura Business Solutions	IT Services - Jan 2020 (Final Payment)	469.00 *
Ample Electric LLC	Electrical Wiring Repair - 1802 Ridge Rd Rental	165.00
BCATO	Annual Convention/Breakfast - BOS	90.00
BCATO	Annual Convention/Breakfast - Manager	30.00
C. Robert Wynn Associates	Lake House Inn Complaint	90.25
C. Robert Wynn Associates	Rock Hill Quarry	417.83
C. Robert Wynn Associates	General Engineering	426.85
C. Robert Wynn Associates	MS4/PRP & Annual Report	48.25
C. Robert Wynn Associates	Municipal Building	2,914.86
C. Robert Wynn Associates	Airport Tree Obstruction	328.00
Chase Credit Card	Home Depot - Supplies	168.40
Chase Credit Card	Condolences for John Mann	60.00
Chase Credit Card	Redemption Credit	(46.14)
Chroma Creative Group	Enews - Jan 2020	215.00
Clemens Uniform	Uniforms 1/1/2020	43.09
Clemens Uniform	Uniforms 1/8/2020	43.09
Clemens Uniform	Uniforms 1/15/2020	43.09
Clemens Uniform	Credit	(3.24)
Clemons Richter & Reiss	Lake House Inn Complaint - Jan 2020	260.00
Comcast	Phone & Internet - Jan 2020	278.88 *
Courier Times, Inc.	Budget Ad	130.44
Courier Times, Inc.	CPA Ad	114.84
Courier Times, Inc.	Auditors Meeting Ad	105.48
Delaware Valley Health Insurance (DVHT)	Premium - Jan 2020	10,570.16
Delaware Valley Property/Liability (DVIT)	2020 Premium	15,924.00
Delaware Valley Workers Comp (DVWCT)	2020 Premium	14,685.00
Dunlap SLK	Audit Services - 2019 Audit	2,000.00
FP Mailing Solutions	Postage Meter Rental - 12/16/19-3/15/2020	102.00 *
George's Tool Rental	Trencher Rental	155.00
Grim Biehn & Thatcher	General Engineering	765.00
Grim Biehn & Thatcher	Zoning	120.00
Grim Biehn & Thatcher	Burkey Violation	1,113.58
Grim Biehn & Thatcher	Pennridge Dev. Enterprise v ERT(Mandamus)	45.00
Grim Biehn & Thatcher	ERT v Pierson Materials/Hanson Aggregates	2,070.00
Grim Biehn & Thatcher	Building Addition	226.30
Grim Biehn & Thatcher	Lake House Inn Complaint	510.00
Grim Biehn & Thatcher	Keith Kovac-Enforcement	30.00

Unpaid 2020 Bills List
January 24, 2020

<u>Payable To</u>	<u>Memo</u>	<u>Amount</u>
Grim Biehn & Thatcher	Airport Tree Obstruction	45.00
Hough Associates	2019 Recycling Grant Application	4,900.00
IT Landes	Garage Repair	1,889.79
Keystone Architecture, Inc.	Photo Renderings-Per GV Request	522.50
Keystone Collections Group	EIT Commission	1,010.66 *
Keystone Collections Group	Costs Retained by Tax Officer (Act 192)	677.47 *
Keystone Collections Group	EIT Taxpayer Refunds	203.14 *
Keystone Collections Group	LST Commission	0.89 *
MEA	2020 Renewal	630.00 *
Neat & Clean	Cleanings 1/7 & 1/21	200.00
News Herald	2020 Subscription	49.00
Pennridge Regional Police	January 2020 Police Services	83,636.00 *
PP&L Electric	Emergency Aux Bldg + Break Room	253.65
PP&L Electric	Parking Lot Lights	104.38
PP&L Electric	Municipal Office	395.94
PP&L Electric	Garage/Shop	123.18
Principal Financial Group	Premium - Jan 2020	504.54 *
Ready Refresh	Water Bottles	50.00 *
Ricoh	Prepay Copier Rental - 2/20/20-3/19/20	128.07
St. Lukes Hospital	2020 Consortium Fee	56.00
STR Business Solutions	Postage Meter Ink	91.00
	<i>General Fund</i>	<u>\$ 150,304.05</u>
Open Space Fund - 05		
A. James Scanzillo	Appraisal - TMP #12-11-19-4 & #12-11-19-5/Etzler	1,500.00 *
A. James Scanzillo	Appraisal - TMP #12-11-19-7/Etzler	1,500.00 *
Delaware Valley Regional Finance Authority	Note Principal	66,000.00 *
Delaware Valley Regional Finance Authority	Note Interest	313.10 *
Grim Biehn & Thatcher	Open Space	150.00
Keystone Collections Group	EIT Commission	504.95 *
Keystone Collections Group	Taxpayer Refunds	101.57 *
	<i>Open Space Fund</i>	<u>\$ 70,069.62</u>
Sewer Fund - 08		
Bullseye	Pumping Station Alarm Service -Jan 2020	117.95 *
C. Robert Wynn	Sewage Pump Station	974.25
Comcast	Treatment Plant Phone Service - Jan 2020	87.60
Delaware Valley Health Insurance (DVHT)	Premium - Jan 2020	845.89
Delaware Valley Property/Liability (DVIT)	2020 Insurance Premium	16,886.00
Delaware Valley Regional Finance Authority	Note Principal	84,000.00 *

Unpaid 2020 Bills List
January 24, 2020

<u>Payable To</u>	<u>Memo</u>	<u>Amount</u>
Delaware Valley Regional Finance Authority	Note Interest	258.91 *
East River Energy	90.0 Gallons Biodiesel	208.58
MJ Reider Associates	Lab Analysis Bi-Weekly - 1/10/2020	275.00
MJ Reider Associates	Quarterly Analysis - 1/10/2020	10.00
PA DEP	Waste Transporter Application (3 Trucks)	300.00
PAPCO	19.0 Gallons Unleaded	38.06
PP&L Electric	Pump Station	687.14
PP&L Electric	Treatment Plant	2,664.91
Principal Financial Group	Premium - Jan 2020	136.08 *
Protection One	Alarm - Jan - Mar 2020	150.75
PWTA - Capital Fund	2020 1st Quarter Billing	4,507.00
PWTA - Operating Fund	2020 1st Quarter Billing	35,837.00
Univar	Supplies	1,205.20
USA Blue Book	Supplies	416.11
	<i>Sewer Fund</i>	<u>\$ 149,606.43</u>
Park & Recreation / Driving Range Fund -09		
Auto Plus	Parts - Ferris Mower	24.80
Chase Credit Card	Lowe's	21.56
Chase Credit Card	Eagle Power Turf & Tractor	24.40
George Allen Portable Toilets Inc.	1/1/2020-1/28/2020	160.00
Little's	Parts - Gator	692.93
Pennridge Community Day	2020 Donation	250.00
PP&L Electric	Markey Park Sign	27.54
PP&L Electric	Markey Park Buildings	70.15
	<i>Park & Rec / Driving Range Fund</i>	<u>\$ 1,271.38</u>
Street Light Fund - 13		
PP&L Electric	Street Lights	1,767.21 *
	<i>Street Light Fund</i>	<u>\$ 1,767.21</u>
Capital Improvement Fund - 19		
LB Water	Township Sewer Line	1,682.25
M&W Precast	Township Sewer Line	233.14
Naceville Materials	Township Sewer Line	136.75
	<i>Capital Improvement Fund</i>	<u>\$ 2,052.14</u>
Building Debt Fund - 22		
Pennridge Regional Police Department	Loan Payment - Jan 2020	5,797.22 *
	<i>Police Headquarter Debt Fund</i>	<u>\$ 5,797.22</u>
State Aid (Liquid Fuel) Fund - 35		
Auto Plus	Parts - JD Road Mower	20.53

Unpaid 2020 Bills List
January 24, 2020

<u>Payable To</u>	<u>Memo</u>	<u>Amount</u>
Auto Plus	Supplies - Leaf Vac	9.55
Auto Plus	Supplies - All Vehicles	33.34
Auto Plus	Parts - 2014 Chevrolet	6.10
Auto Plus	Parts - T-80 Loader	39.35
Bergey's Trucks Centers	Element Set - 2015 Hino	47.65
BR Scholl Sales & Service	Parts - 2005 GMC	11.27
H&K Materials	2.42 Tons Green Patch	237.04
H&K Materials	0.96 Tons Green Patch	94.03
Little's	Parts - Road Mower	242.78
Morton Salt	22.69 Tons Salt	1,100.46
Morton Salt	44.96 Tons Salt	2,458.86
Naceville Materials	17.20 Tons 1/4" Stone	258.00
PP&L Electric	Signal 313 & 5th	33.47
PP&L Electric	Flasher 5th Street	28.35
PP&L Electric	Signal Campus & 5th	39.38
PP&L Electric	Signal 313 & 563	33.65
PP&L Electric	Flasher Schwenkmill Road	28.72
PP&L Electric	Signal 313 & Mountain View	52.31
PP&L Electric	Flasher Mountain View	28.33
Service Tire Truck Centers, Inc.	Wheels - Snow Plow	106.00
Trumbauers Lawn & Garden	Cable Choke - Roller	25.30

State Aid Fund \$ 4,934.47

Escrow Fund - 90

C. Robert Wynn Associates	Select - 1731	\$ 316.75
C. Robert Wynn Associates	Perkasie Car Wash	\$ 24.00
C. Robert Wynn Associates	Etzler LLA	\$ 78.50
C. Robert Wynn Associates	Green Ridge West	\$ 236.50
C. Robert Wynn Associates	First Baptist Waiver of LD	\$ 631.72
C. Robert Wynn Associates	Mullin	\$ 168.00
C. Robert Wynn Associates	PRA Booster Station	\$ 24.25
Chase Credit Card	The Washington House	\$ 1,133.40
Grim Biehn & Thatcher	Pennridge Airport Hangars - LD	\$ 111.00
Grim Biehn & Thatcher	Mager Driveway	\$ 435.00
Grim Biehn & Thatcher	Etzler LLA	\$ 240.00
Grim Biehn & Thatcher	Freier LLA	\$ 240.50
Grim Biehn & Thatcher	Mullin	\$ 30.00
Grim Biehn & Thatcher	First Baptist Waiver of LD	\$ 105.00
Judith Dornstreich	Escrow Closure	\$ 100.71

Escrow fund \$ 3,875.33

Unpaid 2020 Bills List
January 24, 2020

Payable To

Memo

Amount

Total Unpaid Bills \$ 389,677.85

**denotes already paid*

**Planning Commission Annual Report
2019**

Project	Type of Project	Date	Action
Comprehensive Plan Update	Update to the East Rockhill 2005 Comprehensive Plan with Bucks County Planning Commission	Multiple Work Session Meetings	No formal action taken
Dornstreich, 1901 Branch Road and 151 White Road	Lot Line Adjustment	March 14, 2019	Recommend granting waiver requests and preliminary / final approval Plan recorded November 8, 2019
East Rockhill Three Mile Run Road Pumping Station Replacement	H2O Grant Application	October 10, 2019	Plan conforms to the East Rockhill Township Comprehensive Plan
Etzler, 2386 East Rock Road	Lot Line Adjustment	October 10, 2019	Recommend granting waiver requests and preliminary / final approval
Foreman Farms, 1200 Butler Lane	Land Development Riding Academy Use	April 23, 2019	Recorded plan withdrawn
Freier, 417 Three Mile Run Road	Lot Line Adjustment	October 10, 2019	Recommend granting waiver requests and preliminary / final approval
Mehmanus Holdings, 1419 Ridge Road	Land Development	February 4, 2019	Plan Recorded
Municipal Office, 1622 North Ridge Road	Land Development for addition and renovation	January 10, 2019	Recommended for Waiver of Land Development
PennRidge Airport Business Park, Ridge Road	Lot Consolidation	February 5, 2019	Plan Recorded
Pennridge Airport Hangars, Ridge Road	Land Development	March 1, 2019	Plan Recorded
Pennridge Airport, Three Mile Run Road and Schoolhouse Road	Lot Line Adjustment	August 8, 2019	Recommend granting waivers requests and preliminary / final approval Plan recorded November 15, 2019
Perkasie Car Wash, 2301 North 5th Street	Informal Sketch Plan	March 14, 2019	No action taken
Perkasie Regional Authority, 1503 Park Avenue	Conditional Use Application and Land Development	October 10, 2019	Recommend granting approval of the Conditional Use Application. Recommend waiver requests and preliminary / final Land Development approval
Reiss, Hill Road	Lot Line Adjustment	July 11, 2019	Plan Recorded

**EAST ROCKHILL TOWNSHIP
BUCKS COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2020 – 04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
EAST ROCKHILL TOWNSHIP, BUCKS COUNTY, PENNSYLVANIA
RECOGNIZING AND COMMENDING**

NANCY BOOZ

WHEREAS, East Rockhill Township resident Nancy Booz was appointed to the East Rockhill Township Planning Commission; and

WHEREAS, Nancy Booz has served faithfully and consistently for 40 years on the Planning Commission of East Rockhill Township; and

WHEREAS, Nancy Booz has given her time and efforts to the residents of East Rockhill Township; and

WHEREAS, in recognition of Nancy Booz's 40 years of faithful and loyal service to East Rockhill Township through interpreting and maintaining the integrity of the principles of the East Rockhill Subdivision and Land Development Ordinance;

NOW THEREFORE BE IT RESOLVED, by the Board of Supervisors of East Rockhill Township, Bucks County, Pennsylvania, that Nancy Booz be commended and congratulated for her service to the East Rockhill Township community.

RESOLVED, at a duly convened meeting of the Board of Supervisors of East Rockhill Township conducted this 28th day of January, A.D. 2020.

**EAST ROCKHILL TOWNSHIP
BOARD OF SUPERVISORS**

David R. Nyman, Chairperson

Gary W. Volovnik, Vice-Chairperson

James C. Nietupski, Member

ATTEST:

Marianne K. Morano, Manager

**EAST ROCKHILL TOWNSHIP
BUCKS COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2020-05

**A RESOLUTION AUTHORIZING THE DESTRUCTION OF
SPECIFIC TOWNSHIP RECORDS**

WHEREAS, by virtue of Resolution 2009-09, adopted March 17, 2009, East Rockhill Township declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008, and,

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by Resolution of the governing body of the municipality;

NOW, THEREFORE, BE IT RESOLVED, that East Rockhill Township, Bucks County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records as listed on attached Appendix "A".

ADOPTED by the Board of Supervisors of the Township of East Rockhill, County of Bucks, the Commonwealth of Pennsylvania, this 28th day of January, A.D. 2020.

**EAST ROCKHILL TOWNSHIP
BOARD OF SUPERVISORS**

David R. Nyman, Chairperson

Gary W. Volovnik, Vice-Chairperson

James C. Nietupski, Member

ATTEST:

Marianne K. Morano, Manager

Appendix 'A'

RECORDS DESTRUCTION REPORT EAST ROCKHILL TOWNSHIP

This report captures the description and quantity of physical records being disposed of at East Rockhill Township. Physical records means those records that are visible such as paper, microfilm, microfiche, CS's, DVD's, etc. This form should not be used for electronic records with Disposal Code 6 (delete). This form shall be part of a resolution which shall be passed at a meeting of the Board of Supervisors prior to destruction of the records recorded below.

RECORDS COMPILATION: 1/20/2020

Name: Bonnie Schorr Position: Administrative Assistant

RECORDS INFORMATION:

Record Retention Schedule Item No.	Years of Retention	Record Series Title	Inclusive Dates	Quantity (no. of boxes)
FN-2	7 yrs	Liquid Fuels AP & Statements	2012	
AL-1	No Value	PW Hourly Breakdown Report	2012	
FN-23	7 yrs	Sewer Receipts (stubs)	2012	
FN-3	7 yrs	Receipts Books	2012	
PZ-7	7 yrs	Plumbing Licenses	2012	
--	--	Tenant IDs	2012	
PL-1,5,6	7 yrs	Payroll	2012	
TA-6	7 yrs	Tax Reporting - Fed, State, State Unemp, EMS, EIT	2012	
AL-12	5 yrs	Statements of Financial Interest	2012	
FN-9	7 yrs	Bank Statements	2012	
FN-2	7 yrs	Vendors - Accounts Payable	2012	
FN-23	7 yrs	Sewer Billing	2012	
FN-1	3 - 7 yrs	Fire Distributions	2012	
AL-5	Until superseded	ERT Employee Manual Copies	2005 & 2009	
FN-4	5 yrs	ERT Financial Report Copies	2012	
TA-20	5 yrs	BC Board of Assess. Tax Changes Report	2012	
AL-1	No Value	BC Dist Court Crimes Report	2012	
TA-13	7 yrs	Tax Collection Reports	2012	
FN-2,3	7 yrs	Journal Entries	2012	
FN-13	7 yrs	Deposits	2012	
AL-1	No Value	PWTA Reports Copies	1976-77, 1986	
FN-3	7 yrs	Escrow Accts Rec Copies	2008-2009	
AL-1	No Value	Misc. Correspondence	2007-2008	
PS-2	2 yrs	Resumes - Non Hires	2013	
				6 boxes

Records Destroyed on: _____ Date _____ Witnessed by: _____

2019 Overview

East Rockhill Township

January:

- Final approval of 2019 projects as budgeted:
 - Creek View Drive and portion of Hillendale Road ultra-thin bonded wearing course
 - West Rock Road in-house paving
 - 1802 Ridge Road dwelling siding and window replacement
 - Pedestrian bridge replacement adjacent to Mood's Covered Bridge
 - Willard H. Markey Centennial Park pavilion roof replaced
 - Treatment plant air header replaced
 - Three Mile Pump Station bid documents prepared for bid placement
 - Comprehensive plan update using Bucks County Planning Commission
 - Municipal facilities plans and bid placement
 - Desktop computers replaced
- Municipal Stormwater (MS4) Pollution Reduction Plan approved
- Country Hunt street trees trimmed
- Man-lift installed at Three Mile Pump Station
- Zoning Hearing application for a variance at 2503 Old Bethlehem Pike

February:

- Proposal accepted from Bucks County Planning Commission for sign and livestock Ordinance review
- Snow emergency declared February 20 11am to 12am
- Ordinance 291 amending Chapter 15 adopted for brake retarder prohibition on North Rockhill Road between Muskrat Road and Quarry Road

March:

- Federal Court Order received related to Rock Hill Quarry
- Dornstreich Lot Line preliminary / final approval granted
- Eagle Scout project for a 10' x 10' vegetable garden at Willard H. Markey Centennial Park approved
- Bid accepted from Asphalt Maintenance Solutions for ultra-thin bonded wearing course Creek View Drive and portion of Hillendale Road
- Snow emergency declared March 3 5pm to 9am March 4
- End of winter – 525 tons of salt and 250 tons of anti-skid used

April:

- Eagle Scout project for walking trail markings at Willard H. Markey Centennial Park approved
- Withdrawal of recorded land development plan at 1200 Butler Lane
- Bid accepted from Creative Pultrusions for 40 feet pre-fabricated fiberglass bridge for walking trail near Moods Covered Bridge
- Unbudgeted road work approved to widen the intersection of Three Mile Run Road and West Rock Road
- Easement approved for sewer line to Municipal Complex
- Driving Range opens April 22

2019 Overview

East Rockhill Township

May:

- Resignation accepted, William Barnish, Planning Commission
- Pines of Pennridge playset replacement installed
- Update provided for status of waiver of land development at 1800 North 5th Street
- Unbudgeted purchase of mower replacement approved
- Bid accepted from Jefferson LLC for window and siding replacement at 1802 Ridge Road
- Spring yard waste completed
- Grinder replaced at Treatment Plant

June:

- Special Meeting for road inspection
- Zoning Hearing application for a variance at 1503 Park Avenue
- Bid accepted for fuel 2019-2020
- Purchase of 4.034 acres on Schwenkmill Road for future municipal use

July:

- Resignation acknowledged, Nicholas Kalams, Elected Auditor
- Road way line striping completed

August:

- 2018 Financial audit report approved
- Proposal accepted from CKS Engineers Three Mile Pump Station replacement bid documents
- Pennridge Airport Lot Line preliminary / final approval granted
- Street tree trimming on Hill Road, Holly Drive and Azalea Court

September:

- 2020 Preliminary budget review begins
- 2020 Minimum Municipal Obligation approved
- Withdrawal of Creekside Independent Living plan accepted
- Proposal accepted from Quakertown National Bank for a general obligation note

October:

- Appointment of Richard Kelly to the Planning Commission
- Waiver of land development granted to 1600 North Fifth Street, First Baptist Church
- Three Mile Pump Station grant application authorized
- Freier Lot Line preliminary / final approval granted
- Etzler Lot Line preliminary / final approval granted
- Conditional Use Hearing for 1503 Park Avenue, Perkasio Regional Authority
- Perkasio Regional Authority land development preliminary / final approval granted
- Ordinance 292 for General Obligation Note not to exceed \$550,000 adopted

2019 Overview

East Rockhill Township

November:

- Bid accepted for salt 2019-2020
- Bids accepted from Gordon Bayer, Inc.; K.C. Mechanical; MJF Electrical Contracting; Membrino Construction for Municipal Office addition and renovation
- Driving range closed November 27
- Sewer / water line to Municipal Office in easement area completed

December:

- Pennridge Greenjacket Park 5-year lease approved
- Resignation accepted Nancy Booz, Planning Commission
- Fall leaf collection completed with a total of 75 loads collected
- 2020 budget approved
- Zoning Hearing application for appeal of Enforcement Notices at 1090 and 1086 Old Bethlehem Road

Website Analytics:

	<u>Users</u>	<u>Session Duration</u>	<u>Sessions</u>	<u>Pageviews</u>
2013 –	8,251	2:32	12,054	39,816
2014 –	8,585	2:22	12,416	37,470
2015 –	9,625	2:01	13,821	37,326
2016 –	10,530	2:08	15,701	43,470
2017 –	9,477	2:22	15,111	42,061
2018 -	13,008	2:10	24,443	59,535
2019 -	16,254	2:11	26,744	65,168