

TOWNSHIP OF LOWER MAKEFIELD  
PLANNING COMMISSION  
REORGANIZATIONAL MEETING  
MINUTES – JANUARY 11, 2016

The Reorganizational Meeting of the Planning Commission of the Township of Lower Makefield was held in the Municipal Building on January 11, 2016. Mr. Dickson called the meeting to order at 7:30 p.m. Mr. Dickson welcomed Ms. Judi Reiss as the new Supervisor Liaison to the Planning Commission

Those present:

Planning Commission: John Tracey, Chairman  
William Clark, Vice Chairman  
Dawn DiDonato-Burke, Secretary  
Dean Dickson, Member

Others: Judi Reiss, Supervisor Liaison

Absent: Charles Halboth, Planning Commission Member  
Steve Ware, Keystone Municipal Services

REORGANIZATION OF THE PLANNING COMMISSION

Election of Chairman

Mr. Dickson nominated John Tracey as Chairman. Ms. DiDonato-Burke seconded, and it was unanimously carried to elect John Tracey as Chairman of the Planning Commission for 2016.

Election of Vice Chairman

Mr. Tracey nominated William Clark as Vice Chairman.

Ms. Reiss stated she understands that as an Elected Official, Mr. Clark would not be able to serve on the Planning Commission. Mr. Clark stated while he understands that, there was a meeting; and the Elected Auditors have been absolved of doing any duties. He therefore wrote back to the Township indicating that since he will not be an Auditor for the Township in 2016, he would like to continue to be on the Planning Commission. Mr. Clark stated they have decided that they will use an outside firm to do the Audit. Ms. Reiss stated she does not feel that this was decided at the last Board of Supervisors meeting. Mr. Clark stated the Township solicitor did share an opinion.

Mr. Dickson seconded the nomination, and it carried unanimously to elect William Clark as the Vice Chairman of the Planning Commission for 2016.

#### Election of Secretary

Mr. Dickson nominated Dawn DiDonato-Burke as Secretary. Mr. Clark seconded and it was unanimously carried to elect Dawn DiDonato-Burke as Secretary of the Planning Commission for 2016.

#### APPROVAL OF MINUTES

Ms. DiDonato-Burke moved and Mr. Clark seconded to approve the Minutes of July 13, 2015 as written. Motion carried with Mr. Dickson abstained.

#### OTHER BUSINESS

Ms. Reiss stated with regard to the Sketch Plan for the Kaplan Tract, they do not want to have a sidewalk, curb, or bike path; and while she understands they do not want to widen Dolington Road or install curbing, the bike path is part of the Township Master Plan. Ms. Reiss asked who would give them the Waiver, and Mr. Dickson stated the Zoning Hearing Board grants Waivers. Mr. Dickson stated the Planning Commission does have the opportunity to agree or disagree with the Waivers.

Mr. Tracey stated he knows that in the past the Planning Commission had formulated some Motions, but from time to time the Solicitor would formulate the Motions. He asked if it would make sense for the Solicitor to formulate most of the Motions, and Mr. Dickson agreed. Mr. Dickson stated this has what they have been doing when Mr. Fox was in attendance; and Mr. Fox would formulate the Motion based on his knowledge of law and procedure, and the Planning Commission could provide input. Mr. Dickson stated he feels it is “cleaner” that way, and Mr. Tracey agreed.

Mr. Dickson stated they have been provided Plans for the Pennsbury School District and some of the review letters have come in. Mr. Dickson stated the School District is scheduled to come to the Planning Commission meeting in two weeks, and it is likely that they will still not have all the review letters in at that time. Mr. Dickson stated Mr. Ware’s understanding is that the School District will still appear that

night basically for an informal review, and the Planning Commission will not be asked to take a vote. Ms. DiDonato-Burke stated she will not be able to attend the next Planning Commission meeting.

Mr. Tracey asked if Mr. Halboth notified anyone that he would not be attending this evening, and Mr. Dickson stated Mr. Halboth had an automobile accident and broke both his kneecaps. Mr. Dickson stated he had asked Mr. Ware if that meant he would be unable serve, and Mr. Ware stated no; however, Mr. Halboth has still not attended a meeting. Mr. Tracey stated he will need to follow up on this. Mr. Dickson stated if he is not going to be able to serve, they would need to advertise the vacancy.

There being no further business, Mr. Dickson moved, Ms. DiDonato-Burke seconded and it was unanimously carried to adjourn the meeting at 7:45 p.m.

Respectfully Submitted,

Dawn DiDonato-Burke, Secretary