

TOWNSHIP OF LOWER MAKEFIELD
AD HOC PROPERTY COMMITTEE
MINUTES – SEPTEMBER 9, 2021

A meeting of the Ad Hoc Property Committee of the Township of Lower Makefield was held remotely on September 9, 2021. Mr. Steadman called the meeting to order at 7:30 p.m.

Those present:

Ad Hoc Property Committee: Dennis Steadman, Chair
Fred Childs, Vice Chair
Bette Sovinee, Secretary
Sarah Daubert, Member
James Nycz, Member

Others: Frederic K. Weiss, Supervisor Liaison (left meeting in progress)

Absent: James McCartney, Supervisor Liaison

APPROVAL OF MINUTES

Ms. Sovinee moved, Mr. Childs seconded, and it was unanimously carried to approve the August 5, 2021 Minutes as presented.

OBSERVATIONS AND DISCUSSION FROM PROPERTY TOURS

There were recently tours of all sixteen of the buildings on the properties that the Committee has been charged to review. There were no comments from the Committee at this time.

PROPOSED COMMITTEE PROCESS TO ACHIEVE OBJECTIVES

Mr. Steadman stated he sent to the Committee members yesterday a document that is a proposed process. He felt that in order to achieve the goals and objectives that the Supervisors set out for the Committee, a process needed to be created. Mr. Steadman stated this is a 'straw man' which he would like the Committee to discuss as to the process the Committee may adopt to analyze the properties.

The Ad Hoc Property Committee was charged with five items as follows: Identify, assess, and analyze the Township properties as directed by the Board of Supervisors; Identify potential uses and re-uses of properties; Establish preservation or rehabilitation efforts needed consistent with those uses; Conduct a financial review and analysis of the cost and potential revenue opportunities including rent or sale of any given property; and Prioritize those to be addressed by the Township.

Mr. Steadman stated the Board of Supervisors gave the Committee sixteen buildings spanning two properties as the priorities for the Committee. Mr. Steadman asked if the Committee accepts these as the right sixteen buildings. The Committee members did not feel that any changes were needed to the list. A map of the sixteen properties was shown. There are nine on the Patterson Farmstead, six on the Satterthwaite Farmstead, and the Slack House at Makefield Highlands. Mr. Steadman stated these are old, relatively unused buildings with exceptions such as the Janney House which is used by the Artists of Yardley. All of the buildings have been toured, and they are in a variety of conditions.

Mr. Steadman stated with regard to the use of the buildings, the buildings were built at a time with different uses in mind associated with an active farm and an active family. The Township has owned the buildings for approximately twenty-five years with no solutions to date as to use.

Mr. Steadman stated there are cost estimates which have been updated, but not in a detailed way, and the estimates represent very large dollars. He stated the financial analysis should be updated, and there should be detailed engineering cost estimates as well as to identify revenue opportunities which could be a tenant, new utilization by the Township, or a sale. He stated the prioritization is multi-faceted as there are many buildings, many considerations, and various stakeholders.

Mr. Steadman stated a process should be developed to be efficient and effective and to increase our probability of success. He stated they want to deliver to the Board of Supervisors some sound recommendations that can be implemented.

Mr. Steadman stated in order to develop a process they need to know what threatens the buildings so that they can take the necessary steps to prevent those threats and determine what steps are needed to go from the current situation to the desired situation. Mr. Steadman stated he reviewed various sources as the Township is not unique in addressing these issues, and there are a lot of resources available which should be looked into. He added an expert will be coming to the next Committee meeting.

Mr. Steadman stated one of the most common threats to historic buildings is disrepair, which is applicable to the sixteen properties that the Committee has been assigned. He stated any building that is empty and does not have a use is going to deteriorate and would not be cared for as it would if it were used. He noted the Janney House is being used by the Artists of Yardley, and they have fixed and maintained the property.

Mr. Steadman stated another threat to historic building is when a historic building is sold as part of a larger tract of land where the land is valued and used, but the building remains without purpose. He stated this describes the Patterson Farm. The property was purchased in the late 1990s, and it is being leased for agriculture and is also used by the Township for the leaf/mulch operation. The land has a use but most of the buildings do not. Mr. Steadman stated he grew up on a farm, and you can preserve farmland, but preserving a farm is completely different and difficult to preserve.

Mr. Steadman stated also listed as a threat are developer's plans; however, he feels the Township's actions have prevented that, so there is no development pressure in this case. There are also no plans for highways, etc. going through the properties because the land has been preserved.

Mr. Childs stated with regard to developer plans, Mr. Ferguson had mentioned previously looking into the possibility of Zoning changes or re-use particularly of the Satterthwaite building since that was zoned separately for possible use. Mr. Childs stated there could be other development within the limited areas that are not under the Agricultural Easement. Mr. Steadman agreed adding that the Township has stated that if there is a new use for the buildings that would require Zoning changes, they would be willing to do that; but they are not looking at a circumstances where a large developer is coming in wanting to develop the property and take down a historic house.

Mr. Steadman stated the structure that he has seen recommended for the process in trying to restore/preserve historic buildings and find uses includes four steps. He stated the first is to determine the significance of the building and what makes it worth the extraordinary effort needed to preserve it. He stated the second is to plan a purpose, the third is to find partners, and the fourth is to secure funding.

Mr. Steadman stated this is going to take time, and he feels an important first step at minimum is to stabilize the buildings and halt the deterioration from the elements and animals. He stated he feels the Committee should prioritize the buildings that they believe are likely to be preserved versus those that are much lower on the priority list. He stated if they are likely to be preserved, steps should be taken to stabilize them because as years go by, they may not be able to be saved.

Mr. Steadman stated Ms. Sovinee had shared the Power Point that was put together some years ago on the Janney House at the Patterson Farm. He stated determining a building's significance is the first step. Ms. Sovinee stated some years ago she did a genealogy tour of the Janney family. She stated while she does not feel the Janney House falls within being a historic landmark, she feels it is culturally significant for Lower Makefield because it is still standing and goes back to William Penn. She stated architecturally the structure of the Janney House from the 1837 addition has been documented by Ms. Helen Heinz.

Mr. Steadman stated there is a non-profit group in the Township trying to save the Satterthwaite House but he has not reached out to learn about the history of that family or the Doan family. The house was built and used as a duplex. He stated its prominence and visibility on Mirror Lake Road makes it significant to the community today, although he does not know about its historical significance. Ms. Daubert asked the name of the group Mr. Steadman referred to, and Ms. Sovinee stated it is Patterson Farm Preservation. Mr. Steadman stated their Website has information, and the Committee will make a connection with them during this process.

Mr. Childs stated he feels Mr. Nycz or someone else from the Historical Commission could provide some information. He stated he also feels it would be good to have a representative of the Patterson Farm Preservation group provide their perspective, priorities, and ideas for the property. Mr. Nycz stated he will reach out to Ms. Heinz. Mr. Steadman asked Mr. Nycz if the Historical Commission has studied these properties already. Mr. Nycz stated since he has been on the Commission, they have not discussed these particular properties, but Ms. Heinz has years of experience on this and would know more about the history than anyone else he knows.

Mr. Childs stated Ms. Sovinee's presentation was helpful because it showed the connection back to William Penn, which has historical significance. He stated he is not sure how many other farm buildings there are in the

region that date back that far. Mr. Steadman stated there are organizations in Pennsylvania dedicated to preserving barns, and those are the organizations they may want to tap into. Mr. Steadman stated in order to apply for Grants or obtain charitable contributions, they need to understand the significance of the buildings so this would be a first step.

Mr. Steadman stated the second step would be planning new uses for the buildings. He stated this is important because without a use, the building “will die.” He stated they cannot maintain a building and have it empty as it will deteriorate. He stated they need to identify if it will be Residential, Retail, apartments, museum, non-profit headquarters, etc. He stated it may be that the solution is a sale to a private individual who will agree to restore it. He stated he feels everything should be considered. He stated he believes the Board of Supervisors understood when they created this Committee, they cannot propose spending money to preserve anything until and unless there is a use for it.

Mr. Steadman stated the third step is to find partners, and they need to get other organizations, people, and groups that have joint interests to come on. He stated there are a number of historical groups including the Historical Barn and Farm Foundation of Pennsylvania. He stated we need to tap into these organization for their expertise and possibly funding and Grants. He stated if there are proposals that make sense for the community, the community and business leaders may want to weigh in. He stated there are also State and County resources.

Mr. Steadman stated he feels they need to start finding these partners now because they will be needed at some point, and the relationships should be cultivated.

Mr. Steadman stated the final step is to secure funding. He stated they have estimates for some of the buildings. He stated he does not feel that this can be funded by taxpayers alone, since if that were the case Lower Makefield would have done it by now and the Committee would not have been needed. He stated the cost estimates were to determine what it would cost to renovate the buildings, but he does not feel it was a commitment to do that all by the Township. He stated while there will be some Township funding, he feels it would not just be funding from the Township.

Dr. Weiss stated the reason they formed the Committee was once they determine the priorities, how they will allocate the resources will follow. He stated they have been in contact with a State non-profit organization dealing with preservation of historic and significant properties, and they have offered their help in serving as a resource for Grants and other funding. He stated depending on community input and input from the Committee, the Board of Supervisors will determine where the resources will go. He stated he believes the present Board has a commitment to go forward and see that all of these properties are taken care of depending on the Committee's final report.

Mr. Childs asked Dr. Weiss if there is anything earmarked currently in the Budget for this year or in the early development of next year's Budget for maintenance of any of these structures or is it just under the general routine maintenance Budget. Dr. Weiss stated to his knowledge there is nothing specifically dedicated to any of the buildings, and to maintain the structures is part of the Public Works Budget. He added that for a number of years, the Township has reacted to issues at these properties.

Ms. Daubert asked about the timing of next year's Budget. Dr. Weiss stated the Preliminary Budget will be brought to the Township the beginning of November and is usually approved by mid-December. Dr. Weiss stated it will take significant funds to renovate these structures, and he does not believe the 2022 Budget will specifically address these buildings. He stated after the final disposition of the sale of the Sewer system, there will be significant funds available for a number of things including matches for Grants for these structures.

Ms. Sovinee asked if the Committee was provided the Patterson Farm Strategic Vision from 2007. She stated that was done by the Heritage Conservancy and it provided evaluations of issues and buildings and discussed uses for the Satterthwaite property specifically. She stated she has this from her Artists of Yardley files. She added that some of the information she received from Ms. Heinz discussed the Bailey/Satterthwaite property, and she will provide that information to the Committee. She stated she also has the article on preserving Patterson Farm written by Donna Doan several years ago, and she will share that with the Committee as well.

Mr. Childs stated the Strategic Vision Plan is on the Google doc. Ms. Sovinee stated that document discusses their vision in 2007 including a Living History museum on the Satterthwaite property. She stated she does not believe this was costed out or determined who would run it.

Mr. Steadman stated with regard to the Budget for 2022, because this process will take some time, he feels there are some inexpensive, but important first steps to halt the deterioration that could be taken now. He stated there are at least four buildings where they need more aggressive woodchuck control as well as some more permanent steps to be taken to control the woodchucks. He stated the Animal Control Officer has been doing trapping; however, there are some steps that could be taken that would be closer to a permanent solution. He stated you can drive rebar stakes 4" apart down about 1' all around the perimeter of the building, and the woodchucks will not go in from the outside. He also noted the garage at the Janney House called the "tenant garage" which has some bushes and trees growing up against the side shading the roof which holds moisture and promotes rot. He stated a crew could clear that brush away from the side of the building. He stated the Committee could create a list of short-term, practical steps that could be done at a lower cost, and that could be put into the 2022 Budget.

Ms. Daubert stated there seem to be short-term fixes that would fall into the Public Works Budget and then long-term items that need to be considered. Ms. Sovinee stated if they do not stabilize the foundation of the barns, there will not be barns by the time a determination is made as to what to do with them. Mr. Nycz stated doing these stabilization projects now, gives the Committee time to determine the larger issues.

Ms. Sovinee stated the recommendation on the sixteen properties with the pictures and the cost estimates also included demolition of the shed on the Satterthwaite property due to safety concerns so that should also be discussed as a short-term consideration. Mr. Steadman stated one shed and one corn crib were considered for demolition.

Mr. Steadman stated the 2007 Report identified potential uses for the property, but they did not follow through with what efforts or budgets were needed or the Revenue opportunities. He feels the Board of Supervisors is looking for a more implementable plan and not just a strategic plan, and Dr. Weiss agreed.

Ms. Daubert asked Dr. Weiss if it would be appropriate for the Committee to give short-term, immediate goals and long-term goals. Dr. Weiss stated the Committee should consider what they feel is best for the buildings; and if they feel something needs to be done in the short-term to shore up the structures, it is the Committee's obligation to advise the Township that they should do something. Dr. Weiss stated the Board of Supervisors is depending on the Committee to guide the Board in making the right decisions.

Mr. Steadman stated given the four major steps that need to be taken, he would suggest that the Committee organize itself around these elements and form Sub-Committees, and have a Committee member be in charge of each of these areas.

Mr. Steadman stated the Resolution forming this Committee called for seven members, and there are currently five. He advised Dr. Weiss that since there is a lot of work to do, he feels those additional members are needed. Dr. Weiss stated the Board is interviewing someone prior to their next meeting. Mr. Nycz asked if there is a way the Committee could be notified when an interview is scheduled with the Board of Supervisors. Dr. Weiss stated the interviews are at public meetings usually scheduled at 7:15 p.m. before the 7:30 Board of Supervisors business meeting starts. He stated there will be one before the Board's next meeting, and it will be broadcast through Zoom; and those interested in participating could call in and ask questions of the individual. Mr. Nycz asked if they could be notified when it is put on the calendar so that they have an idea when they might want to schedule a site walk for them so they can see the properties in person. Dr. Weiss stated the Committee is usually notified after the appointment of an individual, and Ms. McVan will notify the Chair of the Committee that a new member has been appointed; and if they want to do a site visit with the new member, that can be set up through the Township.

Mr. Steadman asked if the Committee agrees that they could divide the tasks up into the four steps that are proposed recognizing that everyone would be involved with the potential uses. Ms. Sovinee stated it would be difficult to consider funding if they do not know what the purposes of the buildings would be. Ms. Daubert asked if they feel they need to have an overall purpose of the buildings before they could recommend short-term fixes. Mr. Steadman stated he feels the first step of stabilization is a short-term issue. He stated he feels they should consider stabilization of those properties that are deemed most likely to be saved or restored. He noted the packing house, while not in bad condition, is not really historic as it is a concrete block, 1940's cement-floor building; and he would not put in a lot of effort into that type of building. He stated the two barns are classic Pennsylvania bank barns which they would not want to fall down nor would they want either house to fall down. He stated even before an analysis is done, the Committee could indicate which buildings are high on their list to save; and they could advise the Township that those buildings need some short-term steps. Mr. Steadman stated he does not feel this would require a Sub-Committee as they have all toured the buildings.

Ms. Sovinee stated she feels both barns need to be stabilized possibly using the rebar treatment discussed by Mr. Steadman. She stated the garage on the Patterson side was equally impacted by groundhogs, and a Township employee filled it in with crushed stone; and there have not been further problems. She stated P-9 and S-5 are the barns which should have their foundations stabilized. She stated the Township has already put a lot of money into the Satterthwaite property barn. She stated the internal structure of the Patterson barn needs to be shored up. She stated she would be amenable to any option to shore up the inside that Public Works and the engineers come up with.

Mr. Steadman stated at S-5 if the rebar is put around the perimeter and the woodchucks on the inside are trapped along with some carpentry repair done to the holes in the bottom of doors etc. to prevent woodchucks from getting inside, this would be a step in the right direction. He stated at P-9 which is the main barn at Patterson, the rebar would not necessarily be the solution because there are whole open areas of that barn that cannot be closed off. He stated they will have to come up with a different solution there which may be the gravel. He stated he feels they can work with the Animal Control Officer to get estimates and plans as to what could be done. Mr. Steadman stated there were also woodchuck problems at S-2. Ms. Sovinee stated the concrete had lifted up. Mr. Steadman stated there were also problems at P-1 – the Janney well house. He stated P-4 is the tenant garage, and that is rotting because of the trees and bushes growing up against it. He stated there could also be some of that at P-5 although he is not sure.

Mr. Nycz asked if there is also not a structural issue with the wood at P-7 where pieces did not look sturdy holding up the second floor. Mr. Steadman stated the rafters were made out of round, cut logs so they were not straight although he does not remember a foundation issue there.

Mr. Steadman noted P-6, the corn crib, which has animals under it. He stated they know that S-4 was slated for demolition some time ago, and he does not feel it can be saved. He stated he believes S-3 was also referenced as a building that needed to come down due to safety reasons as it was leaning. Ms. Sovinee stated if it is taken down, they could try to recover some of the wood.

Mr. Childs suggested that they indicate the structures that have the most potential. He stated P-8 and S-6 are the most recent structures which are concrete block and in fairly decent shape and could be a lesser priority. He stated the third grouping of buildings would be “possible demolitions,” and should definitely include S-4 and possibly S-3 (based on prior statements

and reports from the Township). The Committee would therefore not be looking at all sixteen structures, and they could have a core group of twelve structures that have the most potential. Mr. Steadman agreed that the two more modern structures do not need urgent attention and clearly there are two structures that need to be torn down. He stated the Committee needs to determine what to do with the other twelve structures.

Mr. Childs stated they could prioritize what needs to the most immediate short-term fixes. He stated he agrees the barns need to be addressed. He stated he also feels the three houses that are involved are the key properties that need to be focused on long-term.

Ms. Sovinee asked if anyone saw anything on S-1, the Satterthwaite main house, that needs immediate shoring up. Mr. Childs stated he feels the key there are the environmental issues as there was a report indicating that there is lead paint that even involves the exterior soil in the area around the building. He stated he is not sure if that needs to be addressed before there is any stabilization done if needed. Mr. Steadman stated he did not recall seeing anything at S-1 that needed immediate attention with regard to stabilization.

Mr. Steadman stated there are actually four houses as there is also the carriage house and the Slack house. He stated out of the twelve buildings they have discussed, four of them are houses. He added that there was an issue at the Slack house that was an immediate stabilization item which was the at the area of the chimney where there was damage to the roof and damage coming down the brick with plaster falling. He stated he feels that should be put on the list for a potential short-term fix. He stated Mr. Hucklebridge or Mr. Majewski should look at this to determine if something needs to be done. Mr. Steadman stated he believes water is getting in which would be something that a patch could help and should be included on the short-term stabilization list.

Ms. Sovinee stated in summary what has been discussed is S-5, which is the barn at Satterthwaite to be secured with rebar around the perimeter as well as carpentry to close off holes to prevent access by animals. Ms. Sovinee asked about the floor; and Mr. Steadman stated the floor is full of woodchuck holes, but if they are inactive, he does not feel they need to go to the expense of trying to fill the holes until they know the use as that is not a stabilization issue. Ms. Sovinee asked if it was threatening any of the support structures, and Mr. Steadman stated he did not get that sense.

Ms. Sovinee stated with regard to P-9, the Patterson barn, it was indicated that rebar would not work because of the many open access points. She stated she does feel that this needs to be stabilized as the ruts are undermining the interior. Mr. Steadman stated he would recommend that it be stabilized for woodchuck control, although he does not know what method would be best; and it could be gravel or more aggressive trapping. Ms. Sovinee stated one of the reports indicated that the stone holding up the wood beams were being undermined by the holes, and that would need to be addressed. Mr. Steadman stated that will need in-depth engineering.

Ms. Sovinee stated S-2 and P-1 have groundhog damage, but she is not sure that anything needs to be done right away.

She stated P-4, the tenant garage, is rotting because of vegetation; and she stated she feels she could get volunteers to clear that out.

Ms. Sovinee stated P-6 is the corn crib on Patterson which would be a low priority. She stated S-4 and possibly S-3 are slated for demolition for safety reasons. She stated the third floor by the chimney at the Slack house should be looked at immediately to prevent any future water damage that may be happening.

Mr. Childs stated with regard to P-5 he feels it can be seen from the aerial that there are some large trees. Ms. Sovinee stated several years ago when they did the gravel in the interior, they sandblasted and painted the exterior; and she does not believe there is any vegetation immediately abutting P-5 other than a bush, and it is not like P-4 which is over-arching. She stated she believes that there is air between the tree seen in the picture and the building itself, but she will go out and look at that.

Ms. Sovinee asked about P-7. She stated she believes that they did not believe that there was a foundation issue there, and it was not a priority at this moment compared to the others that need immediate stabilization. Mr. Steadman stated he does not recall any severe issues there, and he does not see that building as being one that should be prioritized. Ms. Sovinee stated we would therefore put P-6 and P-7 as low priorities for immediate stabilization.

Ms. Sovinee asked Dr. Weiss what he would like the Committee to do with this list. Dr. Weiss stated if there is a consensus on the immediate needs, the Committee should make a Motion with a recommendation to the Board of Supervisors, and he would take that to the Board of Supervisors.

Mr. Nycz noted S-3 and S-4, and he asked if that demolition is already set or is that a recommendation by the Committee. He stated he feels any demolition may cause concern by the Patterson Farm Preservation group or any other historical stakeholders. Mr. Childs stated he does not feel the Committee would be suggesting demolition at this time adding that he understood that it had been suggested by the Township that S-4 should be demolished.

Ms. Daubert stated the only reason to recommend demolition would be if it was felt there was a safety issue. She stated in the long-term, she does not feel the Committee would recommend investing in the property since there is no proposed use for it. She asked if there is an imminent concern that in a severe storm it could come down. Ms. Sovinee stated it is leaning, and Mr. Hucklebridge did indicate that he was concerned about it as a safety issue. Ms. Sovinee stated she would agree that they should not invest in it.

Mr. Steadman stated unless there is an immediate safety issue, he does not feel the Committee should propose that the two buildings be demolished; although he feels it is important that the Committee recognize that those two structures are likely to be demolished at some point, and they would be at the bottom of the priority list on anything that the Committee is doing. He stated it would be up to Mr. Hucklebridge if he feels S-3 is a safety concern and would recommend tearing it down sooner than later. Mr. Steadman stated half of S-3 is concrete which was added more recently; however, the older foundation is in very bad condition.

Ms. Sovinee asked how she should write up S-3 and S-4, and Mr. Steadman suggested that it be indicated that both be listed as likely demolition in the future. Ms. Sovinee stated while they are not recommending demolition, if Mr. Hucklebridge determined that there were safety issues, the Committee would not have an issue with demolition. Mr. Childs stated the Township should make that determination.

Ms. Sovinee stated the groundhog damage should be dealt with at S-5, P-9, S-2, and P-1. Vegetation needs to be dealt with at P-4 and the Slack House should be considered to prevent any future water damage. Any Motion would not include demolition.

Mr. Steadman moved and Ms. Sovinee seconded to recommend to the Township that “immediate” stabilization efforts be undertaken at those properties after assessment by the appropriate Township professionals.

Dr. Weiss asked if a list of the properties will be provided for the Board of Supervisors, and Ms. Sovinee stated she will provide that.

Motion carried unanimously.

Dr. Weiss stated if that is provided to him, he will get this on the Agenda for the Board of Supervisors.

Mr. Steadman asked if the Committee would be in favor of creating a few Sub-Committees. Ms. Sovinee stated she would be willing to work on potential uses and Mr. Nycz agreed to work on the historical significance. Mr. Steadman stated based on the prior discussion he feels those are all that are needed with regard to Sub-Committees at this point.

Mr. Steadman stated Mr. Ferguson indicated that Mr. Jeff Marshall will be coming to the next meeting of the Committee on September 28th at 7:30 p.m. Mr. Marshall just retired as the President of the Heritage Conservancy, and that is the organization that did the 2007 Strategic Plan. Mr. Marshall is familiar with the properties and is currently the Board President of the Pennsylvania Land Trust and a past President of the Historic Barn and Farm Foundation of Pennsylvania. Prior to the meeting, Mr. Steadman will contact Mr. Marshall to discuss the Committee and what they are charged to do.

Mr. Steadman moved, Mr. Childs seconded and it was unanimously carried that Mr. Nycz take the position of Chair of the Historical Significance Sub-Committee.

Mr. Steadman moved, Mr. Nycz seconded and it was unanimously carried that Ms. Sovinee take the position of Chair of the Sub-Committee on Potential Uses.

Mr. Steadman stated for each upcoming Agenda, he will ask for a report from each Sub-Committee.

Ms. Sovinee thanked Mr. Steadman for putting together this process which she feels will work well. Other Committee members agreed.

PUBLIC COMMENT

There was no one from the public wishing to speak at this time.

Dr. Weiss left the meeting at this time asking that he be provided by e-mail anything further that he needs to bring to the Board of Supervisors.

BUILDING FACT SHEETS, CREATION AND UTILIZATION

Mr. Steadman stated he sent out to the Committee an Excel sheet summarizing the buildings. Ms. Daubert asked if everything will be on Google. Dr. Steadman stated he is more comfortable with e-mail but if someone would like to put things into Google, he would be in favor with that. Ms. Sovinee suggested that they use e-mail at this point, and Ms. McVan could be asked to put items into the folder.

Mr. Steadman asked if the spreadsheet provided was helpful. Mr. Steadman stated he did the well house. He asked for volunteers to do a couple of the buildings. Ms. Sovinee stated she would do Janney and the pack house.

Mr. Nycz asked how the dimensions were determined, and Mr. Steadman stated it was based on his memory/estimate. He stated this document can be refined and updated as needed.

Mr. Nycz stated he would do the Slack house.

Ms. Daubert asked if assessments are needed on the two that may be demolished, and Mr. Steadman stated he did not feel they needed to do those.

Ms. Daubert agreed to take S-1 and S-2.

Mr. Childs stated he will do the two barns – S-5 and P-9.

Mr. Steadman asked about the caretaker house (P-3) which is used by an artist. He stated it is fully functional at this time. Ms. Daubert asked about the Lease terms since it could be up shortly, and there would then no longer be a use for it.

Ms. Sovinee stated she will contact the artist, but she does not believe she is leaving that property any time soon. Mr. Steadman stated he sees the caretaker house and the Janney house as occupied and utilized today, and he does not see them as problems. He stated he does not feel the Committee needs to be overly involved in those other than describing them. Ms. Sovinee noted some things she would like to see done at the Janney house. Mr. Steadman agreed that there are things to be done, but they are not immediate problems. Ms. Sovinee agreed that there is no need for stabilization or water damage coming in.

Ms. Daubert asked if there is an Agreement with the Township for the Janney house as to how repairs are handled and the rent. Ms. Sovinee stated there is a Lease through 2026 with a five-year extension. Ms. Daubert asked if the Committee needs to outline any repairs for that building. Ms. Sovinee stated it may be a Capital Expense to replace the floor boards and the dormers, and that would be part of the Public Works Budget.

Mr. Steadman stated the Janney house and the caretaker house would be considered when the Committee is doing the financial analysis of how much needs to be spent and the list of projects. He stated the Committee does not need to consider the potential use for those two buildings. He stated the historical significance of the buildings and the role they may play in terms of supporting the whole farmstead is still important, but they do not have the same challenges as the other buildings.

With regard to the spreadsheet, Mr. Steadman stated he will take on P-6, P-5, and P-7, which are Patterson outbuildings. Mr. Steadman asked Ms. Sovinee if she could do P-3, the Caretaker house; and Ms. Sovinee agreed to write it up.

Mr. Nycz stated he would be willing to do the rest of the S properties. It was noted it was not necessary to do S-3 and S-4.

Mr. Steadman was asked to send the spreadsheet out again to the Committee. Ms. Sovinee stated she will enter it into the Google drive. Mr. Steadman stated edits could be made into the spreadsheet in Google so that they are all changing the same file.

Ms. Sovinee agreed to take P-4, and Mr. Steadman has P-5, P-6, and P-7. Ms. Sovinee stated P-4 is the garage which she uses. Ms. Sovinee stated she is also doing P-8 which is the pack house.

Ms. Sovinee asked if there is a deadline for the Fact Sheets. Mr. Steadman stated there will be a need for some Executive Sessions which would be working sessions of the Committee and would not be public or include the Supervisor liaisons. He stated he feels that would be a good time to review the Fact Sheets. Mr. Steadman added that he will be away from September 15 until September 25. He suggested that there be an Executive Session in early October. Mr. Childs suggested that having an Executive Session be discussed with Dr. Weiss and Mr. McCartney first. Mr. Steadman stated he could do that. He noted that he is also on Farmland Preservation, and they hold an Executive Session a few times a year. Ms. Daubert stated they could go through all of the Excel spreadsheets at the Executive Session, and then present it in summary form at the next public meeting. Mr. Steadman suggested that everyone review the spreadsheet once it is complete, and the Committee can review and discuss it at the working session.

Ms. Sovinee stated the public meeting in October is scheduled for October 13, and they could have the Executive Session between September 28 and October 13. It was agreed that the Executive Session would be held on Monday, October 4 at 7:00 p.m. There was discussion whether this meeting would be in person or via Zoom. Ms. Daubert asked if there is a location they could meet and have the information projected onto a screen. Ms. Sovinee stated they could use the Art Center. Mr. Steadman stated he will advise the Township that they are having an Executive Session.

ACTION ITEMS FOR FOLLOW-UP

Ms. Sovinee stated she will write up the Motion with the list of the properties that were discussed with some comments about the rebar, etc. which she will send out to the Committee; and then she will share it with Dr. Weiss ahead of the Board of Supervisors meeting.

Ms. Sovinee stated she will also send out the list as to what the members agreed to work on with regard to the spreadsheets. She asked Mr. Steadman to send her the spreadsheet which she will transfer to Google docs and will provide the Committee with the links.

FUTURE MEETING SCHEDULE

The next regular meeting will be held on September 28 at 7:30 p.m. and will be virtual.

There was no one from the public wishing to speak at this time.

There being no further business, Mr. Steadman moved, Ms. Sovinee seconded and it was unanimously carried to adjourn the meeting at 9:25 p.m.

Respectfully Submitted,

Bette Sovinee, Secretary