

TOWNSHIP OF LOWER MAKEFIELD
BOARD OF SUPERVISORS
MINUTES – MAY 1, 2019

The regular meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on May 1, 2019. Mr. Grenier called the meeting to order at 7:30 p.m. and called the Roll.

Those present:

Board of Supervisors: Daniel Grenier, Chair
Frederic K. Weiss, Vice Chair
Kristin Tyler, Secretary
Suzanne Blundi, Treasurer
John B. Lewis, Supervisor

Others: Kurt Ferguson, Township Manager
David Truelove, Township Solicitor
Andrew Pockl, Township Engineer
Kenneth Coluzzi, Chief of Police

COMMUNITY ANNOUNCEMENTS

Mr. Grenier announced that the Spring 2019 eWaste Recycling Event will be held on May 4, 2019 at William Penn Middle School from 9 a.m. to 12 p.m. He noted that if you have a CRT television, there is a charge involved; but there is no charge for flat screens.

Mr. Grenier announced that the next LMT Recycle Yard Clean Up Day will be May 11, 2019 at the LMT Recycle Yard from 7 a.m. to 3 p.m.

Mr. Ferguson stated there have been requests from residents who have expressed concerns about the scaled-down times that staff is available for residents to pick up mulch. He stated mulch can be picked up on the next Recycle day which is May 11. He stated about one month ago he announced that they would be having staff in on Saturdays to do various road and inlet repairs in the Township. He stated this will be scheduled overtime, and they are going to couple those days with offering residents the opportunity to call ahead and schedule mulch pick up on those Saturdays. Mr. Ferguson stated he has put those dates on the Township Website, and the days for May will be May 18 and May 25. He stated therefore residents can call and pick up free mulch on May 11, May 18, and May 25 this month. He stated at some point over the next few months, they will be announcing a

couple of days in June when they will be doing road work on Saturdays as well; and since staff will be in on those days, they will work to accommodate, within some limitations, to permit residents to come in to pick up mulch on those days as well.

ANNOUNCEMENT OF FULL HEART KIDS CARNIVAL AND APPROVAL OF DONATION

Ms. Tyler introduced Ms. Casey Shaeffer and Ms. Angelina Tyler and asked that they discuss the upcoming Full Heart Kids Carnival. Ms. Shaeffer stated Full Heart is a charity she started in 2015 to empower kids to get involved in their community. She stated they started with a lemonade stand, and she made \$28 which she donated to A Soldier's Hand which is a non-profit organization that provides skin care products for Troops deployed overseas. She stated since then Full Heart has donated over \$7,000 to charitable causes. She stated they have about twenty volunteers, with Ms. Angelina Tyler being one of them. She stated Full Heart is very active in the local community. She stated in 2015 they started the Full Heart Music Scholarship awarded annually to the most improved Senior music student at Pennsbury High School. She stated in addition, the third Full Heart Kids Carnival raised almost \$6,400, and they donated over \$4,300 of that to several worthy causes.

Ms. Shaeffer stated tomorrow they will have an all-day fundraiser at Vince's Pizza with 15% of the receipts benefitting The Children's Tumor Foundation which she started donating to in honor of a former classmate. Ms. Shaeffer stated on Wednesday, May 8 from 4 p.m. to 8 p.m. there will be a fundraiser at Yardley Ice House, and 10% of the receipts will also benefit that Foundation as well provided you mention Full Heart.

Ms. Shaeffer stated Saturday, May 18, they will be hosting their 4th Annual Kids Carnival with proceeds benefitting A Soldier's Hands and The Children's Tumor Foundation. She reviewed the activities to take place at the Carnival. She stated they hope to raise \$10,000 this year, and they have already raised \$5,300. She asked that the community come out and help make the event a success. She noted information can be found at facebook.com/fullheart.org.

Mr. Grenier asked if the Board would entertain a Motion to make a \$100 donation from Lower Makefield.

Ms. Tyler moved, Ms. Blundi seconded and it was unanimously carried to donate \$100 from Lower Makefield Township to Full Heart.

PUBLIC COMMENT

Ms. Cynthia Weiss, 1308 Yardley Road, stated she has lived in the Township for fifteen years, and she previously served on the Economic Advisory Committee, and currently serves as Chair of the Financial Advisory Commission. She stated over the last several months she has listened as residents have personally attacked the Supervisors and our new Township Manager, Kurt Ferguson. She stated she feels the anger is misplaced. She stated she is thankful that we have a Township Manager who uncovered the truth about the Township's finances. She stated Lower Makefield's financial picture was not and is not as strong as the previous Auditors led us to believe it was. She stated Mr. Ferguson's actions were swift and "on point," and he advised the Township at a Supervisors' meeting exactly where the Township stood and provided recommendations to the Board for remediation.

Ms. Weiss stated regarding the Board of Supervisors, she feels they are paid less than \$5 an hour for their service; and for this the Township has the benefit of a Board comprised of a professional engineer and stormwater management expert, two attorneys, one of whom has worked in legislative and Government work her entire career, a marketing executive with an MBA, and a small business owner who was a Commissioned Officer in the U.S. Army and a National Finance Officer for a non-profit with a Budget larger than our Township's.

Ms. Weiss stated the Township's debt of approximately \$51 million was incurred over many years, and the payment schedule for some of that debt is not currently favorable nor is the debt callable which makes refinancing on more favorable terms impossible. She stated none of this debt was incurred nor structured by the current Board of Supervisors or Township Manager. She stated attacking the Board of Supervisors and Manager for "simply paying the bills is counterproductive." Ms. Weiss stated it appears that the Township had been "blissful in its previous ignorance."

Ms. Weiss stated two issues that are repeatedly brought up during Public Comment are sewers and the recycling yard. She stated the sewer bills have been on the rise for years although clearly not sufficiently to absorb the cost of funding the operation. She stated money was taken from elsewhere in the Fund Balances to support the actual costs, which was an unsustainable financial maneuver. She stated the resolution adopted previously was to "kick the can" for decades. She stated residents pay for trash, water, cable, Internet, gas, electric, and oil all privately. She asked where is the economic model to support Township ownership of the sewers. She stated with regard to the recycle yard, when she moved into the Township she was a single-mother with two teenagers, and they would bag up toys and debris which the private trash hauler took away. She stated she did not even know

a recycle yard existed until several months ago. Ms. Weiss stated neither ownership of the sewer system nor the existence of a recycle yard were mentioned in the marketing materials that she got when she bought her home; but amenities such as the Pool, the parks, and open space were. Ms. Weiss stated Mr. Ferguson and the Board had reported on the problems at the recycling yard, and that self-management by residents had resulted in pieces of metal, tree trunks, refrigerators, and mattresses at the yard which are not recyclables. Ms. Weiss stated it seems certain residents “want what they want regardless of the larger issues facing the Township.” Ms. Weiss implored the Board of Supervisors and Mr. Ferguson to continue to work collaboratively to get the Township on a strong financial footing and to keep Lower Makefield a great place to live.

Mr. Harold Kupersmit, 612 B. Wren Song Road, asked Mr. Ferguson if there was a problem on Monday and Tuesday getting the Agenda on the Township Website. Mr. Ferguson stated they did have some issues with the Website where they were having trouble loading things on the Website as well as with some of the videos. Mr. Ferguson stated they had the tech person work on it, and he assumes that everything is now functioning. Mr. Ferguson stated in the future if there is an issue getting the Agenda, he asked that Mr. Kupersmit call the Township, and he would have his Assistant e-mail him an Agenda.

Mr. Kupersmit expressed his concern with the Supreme Courts in Pennsylvania and Washington D.C. as he has tried to “straighten out some personal situations.” He stated he will be filing against both Supreme Courts as well Mr. Santarsiero, the Bucks County District attorney, and Judge Falcone.

Mr. Timothy Thomas stated he is a resident of Upper Makefield whose property is off Mt. Eyre Road which is the dividing line between Upper Makefield and Lower Makefield. He stated he would like to discuss a very serious safety issue that effects residents of both Upper and Lower Makefield which is the intersection of Mt. Eyre Road and Taylorsville Road. He stated he recently posted on a Website asking if others felt that this intersection was dangerous, and he received seventy responses from Upper Makefield and Lower Makefield residents; and the vast majority felt that it was a dangerous intersection. Mr. Thomas stated he has lived there for about fifteen years, and he has seen five “really horrific crashes.” He stated he has talked to approximately eight to ten people who had family members involved in accidents there. Mr. Thomas stated the intersection is not designed well, and making a left is very dangerous.

Mr. Thomas stated he brought his concerns to the Upper Makefield Board of Supervisors, and his understanding is that the Upper Makefield Township Manager has sent a letter to Lower Makefield Township asking for cooperation to work together on this matter. He stated he realizes that this is a complicated issue since there are two Townships and PennDOT that would be involved; but he is asking that the Board give it their attention.

Mr. Lewis asked Mr. Thomas if his concern is the slope of the hill coming down and the sight angles looking left. Mr. Thomas stated he agrees that there is a problem with the slope. He stated there was a tree there that the owner agreed to cut down; however, he left the stump there, and he feels there is a sight issue. Mr. Thomas also commented on the high rate of speed at which cars are coming around Taylorsville which is probably 50 to 60 miles per hour.

Mr. Grenier asked if Upper Makefield has engaged a traffic engineer to initiate a study of any type. Mr. Thomas stated Upper Makefield does not have their own traffic engineer, but he understands that Lower Makefield has one. Mr. Grenier asked Mr. Thomas if he is a member of the Upper Makefield Board of Supervisors; and Mr. Thomas stated while he is not, he is running for Office. Mr. Grenier stated normally what they would do if it is an inter-Municipal issue and a resident were to come before the Board, the Board would deliberate and either make a Motion or direct the Township Manager to discuss this with the other Township Manager and come back to the Board to discuss the matter further. Mr. Grenier stated he understands the Upper Makefield Township Manager contacted Mr. Ferguson who discussed it with the Police Chief; and he understands that this intersection had not been considered an issue in the Township, and there are not significant Warrants.

Chief Coluzzi stated while it was good that the tree was cut down, the stump has to be removed as it presents a problem; and that is probably the main issue with cars coming down Mt. Eyre trying to turn left onto Taylorsville and the sight line for cars coming from Upper Makefield down Taylorsville Road into Lower Makefield Township. Chief Coluzzi stated the shrubbery and the tree stump need to be removed. He added that he does not recall any recent accidents but he will look into this. He stated he does not know what Upper Makefield Police have handled as far as accidents. Mr. Thomas stated he does not have those numbers.

Chief Coluzzi stated engineering studies and traffic lights are expensive, and the Township has a lot of locations in the Township that residents complain about. He noted at Highland and Taylorsville there is a lot of congestion and

there is also a problem area at Dolington and Taylorsville. Chief Coluzzi stated that even though every intersection has potential dangers, he is not sure this particular one Mr. Thomas is discussing would be a priority for Lower Makefield.

Mr. Ferguson stated the Upper Makefield Township Manager sent him an e-mail around the first week of December indicating that one of his residents had approached the Township with a concern about this area and asked if this was something that was on the Township's radar to look at. Mr. Ferguson stated he had a discussion with Chief Coluzzi whether there were complaints/accidents, and he was advised that they had not seen anything in the short term. It was also noted that there are a variety of activities taking place in that area that would make a meaningful traffic study done at this time somewhat problematic regarding the results that would be garnered. Mr. Ferguson stated he contacted the Upper Makefield Township Manager and advised him that if this was a concern that Upper Makefield has, they should have their traffic engineer look at it; and Mr. Ferguson was advised that they do not engage a traffic engineer. He stated the Upper Makefield Township Manager had indicated that if Lower Makefield would have their traffic engineer do it, Upper Makefield would pay half of the cost. Mr. Ferguson stated at this point they are not seeing anything which would indicate this area would be at the top of their list that would be pressing, but if something were to come up he agreed that he would be in contact with the Upper Makefield Township Manager. Mr. Ferguson stated this was not put in writing, and it was just a discussion with the Township Manager. Mr. Ferguson stated since Chief Coluzzi had also provided his initial assessment, he did not feel this rose to the level of the Board to consider.

Mr. Lewis stated he agrees that with what is happening at Taylorsville and the Scudder Falls Bridge reconstruction it would make a Traffic Study meaningless since it changes almost daily. Mr. Lewis stated he believes that Taylorsville Road is a State road, and therefore PennDOT would have to commission a Traffic Study; and he suggested that Mr. Thomas contact PennDOT about this. He stated they would be responsible for commissioning a study and approving any light or change at that location. Chief Coluzzi stated PennDOT would need a request from either the Upper Makefield Township Board of Supervisors or the Upper Makefield Police Department to engage a Study.

Mr. Thomas stated Lower Makefield is now aware of this, and he stated he could also speak to the owner of the property about removing the stump; however, that individual indicated it is not a dangerous intersection, but if he has to remove the stump, he wants a barricade built for and paid for by the Township so that a car does not "fly into his house." Mr. Lewis stated this is where the Upper Makefield

Township Manager could engage Code Enforcement if there is a situation where there is a clear and present danger to drivers to force them to trim that back. Mr. Lewis stated he feels that would be a first step and then go to PennDOT.

Mr. Ethan Shiller, 1578 Willow Pond Drive, stated he would like to get as much time as was given to a non-resident which was over ten minutes. Mr. Shiller stated his experience with “financials” also includes being the Chair of the “Financial Committee from the very beginning – the first Chair – for many years, over a dozen.” Mr. Shiller stated he sat on the Committee until it was ended. He stated he applauds Cynthia Weiss for taking on that role which is not easy. Mr. Shiller stated he was not sure if Ms. Weiss was speaking on her own behalf or the Committee’s behalf in her opinion, and he assumes it was on her own behalf and usually a Committee Chair would announce that it is her own personal opinion. Mr. Shiller stated he is giving his own personal opinion, and he asked that Mr. Grenier “not gavel him away.” Mr. Grenier stated there is a three minute time limit, and a minute and a half has already passed. Mr. Shiller stated he feels he should get ten minutes as the non-resident received. Mr. Shiller stated that Mr. Grenier gets to make the judgment whether a resident or non-resident “can speak upon the topic that allows you enjoyment versus one that is serious within our Township.”

Mr. Shiller asked Mr. Ferguson if he is a resident of Lower Makefield Township, and asked where he resides; and Mr. Ferguson stated he lives in Doylestown Township. Mr. Shiller asked Mr. Ferguson if he pays Lower Makefield Township sewer rates, and Mr. Ferguson stated he does not. Mr. Shiller stated Mr. Ferguson has “no skin in the game.” Mr. Ferguson disagreed adding he is the Township Manager. He stated there are not many Managers across Bucks County who live in the Township that they manage so his situation is not different from 95% of the Managers in Bucks County.

Mr. Shiller asked Mr. Grenier if he would be afforded the credit of Mr. Ferguson’s time in answering and asked if he himself has three minutes or does he have to share it with the Board. Ms. Tyler asked Mr. Shiller to make his comments.

Mr. Shiller stated Mr. Truelove made a statement at the last meeting that he would like clarified, and he asked Mr. Truelove if the Board of Supervisors gets to have their own personal opinions and stances on issues. Mr. Truelove asked Mr. Shiller to clarify his question. Mr. Shiller stated at the last meeting Mr. Truelove had stated that his advice as an attorney was that the Board of Supervisors not answer him his direct question because they are our elected officials. Mr. Truelove stated the context was that Mr. Shiller had asked the Board to take a specific position about how to spend certain monies that perhaps would be generated by the sale of

the sewer system; and it was his advice at that time that they should not offer that position as it would be premature given the circumstances, and it may be a violation of their fiduciary duties to make a commitment at this point which could be changed by circumstances that could be discovered later. He stated it was not anything about personal opinions.

Mr. Shiller asked as a candidate for the position of Board of Supervisors, do candidates get to take positions on Township matters or on issues.

Mr. Shiller stated he does not care if this Board of Supervisors sells or leases our sewer system, and he does not have any personal stake in it except that he is a resident and pays sewer rates “monthly as do other sewer rental individuals.” Mr. Shiller asked if any of the Supervisors will make a Motion to create, support, and develop a Lower Makefield Sewer Trust.

Mr. Lewis stated at the last meeting, Mr. Shiller asked him a direct question, and he gave him a direct answer and indicated that he could not support what Mr. Shiller was proposing because he did not know what the opportunity was for the Township and what the options were. Mr. Lewis stated the Township has not completed its study to suggest whether contracting with someone to keep our sewer pipes yields economies of scale so that we would retain the ownership interest or if selling the sewer system was not in our best interest at all. Mr. Lewis stated he does not have a problem with Mr. Shiller asking direct policy questions, and he will tell Mr. Shiller where he stands and why. He stated the Board has not made a decision, but he has given Mr. Shiller his opinion. He stated Mr. Shiller is asking for something that the Board is not in the position to give him the answer that he likes because they do not yet have all the facts.

Mr. Shiller stated he agrees that it is very necessary to have the facts, and that is why this Board has spent \$7,500 to complete an evaluation of all the assets and the appropriate value. Mr. Shiller stated all he is asking them to do, which Mr. Lewis has stated he cannot take a position “on the fact that when they do sell or they don’t sell, they cannot put those funds into a trust.”

Mr. Shiller asked if any member of the Board could make a Motion to have our solicitor investigate “or spend less hours or less than \$7,500” to understand what it would entail, and if they are allowed to create a Lower Makefield Sewer Trust.

Mr. Lewis stated we do not have proceeds from a sale because the sale has not occurred nor recommended. He stated if Mr. Shiller is asking if there is a sale how the money should be spent, he advised Mr. Shiller at the last meeting that he would consider paying down all the callable debt; and at that time Mr. Shiller was uncomfortable with that. Mr. Lewis stated the number for the sale of the sewer system may come back less or not much higher than was offered the last time they went through this process, and he asked if it would make sense to even entertain a sale at that point if the asset does not have the value we think it should have. Mr. Lewis stated at that point there would be no need for a Trust Fund.

Mr. Shiller asked if he will be provided time to answer this.

Mr. Grenier stated he feels it is irresponsible for anyone on the Board to make a decision on a financial matter this important to the Township before they even have a study done. He stated they are just starting the study to understand what the math is, and they are not going to make a decision on something that may take place ten months in the further as to how to spend money that they do not have or understand how much money they may have if this ever happens. Mr. Grenier stated that would be irresponsible and they have been advised by the Township solicitor that they may be in breach of their fiduciary responsibilities as Supervisors.

Mr. Grenier advised Mr. Shiller that his time for Public Comment was over.

APPROVAL OF MINUTES

Ms. Tyler moved, Ms. Blundi seconded and it was unanimously carried to approve the Minutes of April 17, 2019 as written.

AWARD OF 2019 ROAD PROGRAM TO JAMES D. MORRISSEY, INC. IN THE AMOUNT OF \$766,132.05.

Mr. Pockl stated this includes the Base Bid and Alternate Bid #3 which was Black Rock Road. He reviewed the work included in the Road Program.

Ms. Tyler asked what kind of Warranty does the Township get from the company doing the paving. Mr. Pockl stated typically it is eighteen months. Ms. Tyler asked what would happen if the road “fell apart” in two years, and Mr. Pockl stated it would be the Township’s responsibility. Mr. Grenier stated he understands that Mr. Pockl or someone from his staff is on site doing inspections; and Mr. Pockl agreed adding that they also

require the contractor to provide a report of how the base will be reconstructed, and to do on-site tests while they are putting down the base in order to confirm that it is as designed.

Ms. Tyler moved and Dr. Weiss seconded to award the 2019 Road Program to James Morrissey, Inc. in the amount of \$766,132.05 as outlined by the Township engineer.

Ms. Blundi stated they have talked about reflectors at Black Rock, and she asked if there are other places for the reflectors; and Mr. Pockl stated there are reflectors being installed on Creamery Road and Quarry Road as well.

Mr. Grenier asked about the extent of the Creamery Road drainage improvements and rebuild. Mr. Pockl stated the stretch of Creamery Road that we improved is from Doe Trail Lane down to the light, and it is not a full reconstruction of the roadway, rather it is a mill and overlay with base repairs. He stated once they mill off the top wearing course, they will see if there are base repairs required; and they will then complete those base repairs, and then put a new top wearing course down. Mr. Pockl stated the drainage improvements are a drainage swale and underdrain off of the side of the road which would be the western portion of the roadway. He stated there are two culverts that run under Creamery Road, and that gets the water off of the roadway and into the culverts and into the system without finding its way underneath the existing roadway, and then also prevents any groundwater from coming up and compromising the stability of the base. Mr. Grenier asked if the footprint of the road will stay the same, and Mr. Pockl stated lane widths are the same but it is possible that they will adjust the striping because there is enough paving to accommodate a narrow shoulder on the western side, and that can be handled when they restripe the road.

Motion carried unanimously.

PROJECT UPDATES

Township Properties – Inventory and Status

Mr. Ferguson stated he will be setting up a drop box for the Board since it is a large document. He stated they will be setting up their first meeting shortly with Mr. Pockl and the staff taking this to the next step which will be a deeper evaluation.

Makefield Road School Crossing

Mr. Pockl stated the contractor has paved the crosswalk area, and the next step is the asphalt stamp and coloring of the crosswalk and the remainder of the line striping, which is scheduled for Monday. Mr. Pockl stated that is weather dependent as the coloring must be done on a dry pavement.

Sandy Run Road

Mr. Ferguson stated they announced at the last meeting that PennDOT is looking at the bridge on Edgewood Road. He stated the Township is looking to do something with the existing barricades and do something that would be more visually appealing. He stated they have had their first meeting about this and discussed guide rails, plantings, etc.; and he hopes to have something for the Board to consider shortly.

Mr. Grenier asked if they have completely ruled out any opportunities for a right-turn in only or any use of Sandy Run at that intersection. Mr. Ferguson stated they have engaged a third-party reviewer to look at some of the previous options. Chief Coluzzi stated they met with an individual from Safe Engineering who will be doing an independent study, and they gave him three primary alternatives those being signage, signalization, and the right-turn in only. Chief Coluzzi stated they also gave him all thirty of TPDs alternatives which were presented to the Board in 2017, and they asked him to look at each of those as well to see if he thinks any of them would be appropriate. Chief Coluzzi stated he gave a letter to Mr. Ferguson outlining what he will be doing, and they will probably hear back in a few weeks.

Mr. Ferguson stated all they have engaged him to do at this point are short-term items which is the priority, and they will then move on from there. Chief Coluzzi stated if he can come up with an alternate permanent solution, they would be willing to listen to that as well; and if they think it is a viable solution, they will bring that to the Board.

Pool Renovations

Mr. Ferguson stated they are still on target to get the work done in time for the Pool to open. Mr. Pockl stated the gutter has been delivered, and the installers were on site today to start to put the gutter together and get it installed. He stated the contractor is still committed to completing the project on time. Mr. Pockl stated he will be checking in with the contractor every day to determine their progress.

Memorial Park Project

Mr. Ferguson stated the Township has received a matching Grant for this project. He stated they have made minor changes to the original Plan, and they will convert one tennis court to multiple pickleball courts. He stated there was also a lay-out in the original design for six pieces of fitness equipment to be along the trail. He stated they asked Mr. Pockl and Ms. Tierney to look at this, and he provided Ms. Tierney's written response to the Board this evening. He stated Ms. Tierney has recommended going to five pieces of equipment and clustering them in one area, and he does not believe the State would have an issue with making this change since they are not fundamentally changing the Plan. Mr. Ferguson stated the goal is to make a Motion as soon as possible to advertise so that this can be completed by the end of October. Mr. Ferguson stated he had asked Mr. Pockl to sketch something out as to where this equipment could go and get feedback from the Board so that the Board could make a Motion to advertise at the May 15 meeting.

Mr. Pockl stated in discussions with Ms. Tierney she had indicated that she had done a fair amount of research on this, and the general movement is to not have the stations scattered throughout the trail, but that they be concentrated in one location. Mr. Pockl stated they researched the products of several manufacturers, and the one that Ms. Tierney chose has a package that includes five different pieces of fitness equipment. He stated they reached out to the manufacturer to see if that would fit within the Budget we had for the six different stations, and it was a little less than what was originally budgeted. Mr. Pockl stated this would be one pad that would be approximately 20' wide by 32' long. He stated they wanted to determine a location where that would be appropriate that would be near the parking lot, away from other areas of use such as the gazebo where people may want to take pictures, and to consider the grading of the site to make sure it would fit within a flat area. Mr. Pockl stated they feel the location immediately south of the parking lot in between the tennis courts and the parking lot would be appropriate. Mr. Pockl showed a Sketch Plan of this location.

Ms. Blundi asked if the cost of installation has been included, and Mr. Pockl stated the cost includes the cost of installation, the pad, and the equipment. He stated they want this to be accessible for everyone so while it will not be a concrete pad, it will not be the soft playground rubber material since that is difficult for wheelchairs to traverse. He stated the manufacturer has a material that is more like a soft tile that would be wheelchair accessible, and that is included in the Budget number. Mr. Pockl showed a photo of the proposed equipment which is suitable for adults.

Mr. Ferguson stated he would like the Board to consider this, and then have it on the Agenda for the next meeting to advertise which would keep them on their timeframe. He stated in the interim, they are available to answer any questions that the Board has.

Ms. Tyler asked if this issue went before the Park & Rec Board; and Mr. Ferguson stated the matter of the pickleball courts was discussed with the Park & Rec Board, but they did not go to them with the transition of having the fitness equipment in one central site. He stated he believes that Ms. Tierney has had some conversations with some members of the Park & Rec Board although he is not sure. It was noted that the next Park & Rec Board will be held on May 14 which is the evening before the next Board of Supervisors' meeting on May 15. Mr. Grenier asked that Ms. Tierney speak to the Park & Rec Board members about this on May 14.

Woodside Road Bike Path

Mr. Ferguson stated at the last meeting he advised the Board that there had been a meeting with the Joint Toll Bridge Commission which indicated that they were willing to extend the path from the parking lot up to the intersection as long as the Township was willing to put in the crosswalks crossing Taylorville and crossing Woodside. Mr. Ferguson stated he and Mr. Pockl discussed that there is another Grant opportunity with a May 31 deadline, and he would like to consider the possibilities and work with the staff to present something to the Board on May 15 and provide some additional information in the intervening time period. Mr. Pockl stated one of the Grants requires no match.

Mr. Grenier asked if they feel fairly confident that the Bridge Commission is going to cover from Woodside to the Canal, and Mr. Ferguson stated they are.

Mr. Pockl stated if a letter of support were included with the Grant from the Joint toll Bridge Commission, that would make the Application much stronger. Mr. Grenier asked if the Board members should start making phone calls; and Mr. Ferguson stated while not yet, he will let the Board know.

PRINCESS DRIVE STORM SEWER ISSUE DISCUSSION AND MOTION

Mr. Ferguson stated several days ago he advised the Supervisors about an issue with the storm sewer at 825 Princess Drive. He stated the bottom

part of the pipe, which is corrugated metal, has aged, and the bottom part has disintegrated and has started to collapse. A sinkhole recently emerged in the grass area between the curb and the sidewalk. He stated they put gravel in to fill it in, and it has now moved. He stated it is the opinion of the Public Works Director that waiting is not a good option. Mr. Ferguson stated as he noted in his correspondence with the Board, while the cost will be dependent on the condition of the rest of the pipe, it could be between \$50,000 to \$60,000.

Mr. Ferguson stated he has been thinking about what they can do about this; and he indicated previously that we had transitioned the Bond Fund from an account that was giving us .65% interest to 2.25% so that changes the interest that would be collected from \$25,000 to \$27,000 a year to upwards of \$100,000 to \$110,000 a year. He stated that \$80,000 difference was not budgeted for, and that would be available so that they would not have to impact the General Fund. Mr. Ferguson stated while he would defer to the solicitor, he feels that since this is an emergency situation, they would not have to go out to formal Biddings; however, he would take measures by which to get multiple quotes and move this along to prevent from it collapsing. He stated he will keep the Board advised; and he would propose that if the Board were inclined to proceed, that they take the money from the extra interest that will be collected out of the Bond Fund and not offset the General Fund Balance.

Mr. Lewis stated that would appear as an Inter Fund Transfer, and Mr. Ferguson agreed.

Ms. Tyler asked if it would be a good idea to retain Morrissey since they are going to have a lot of those materials on hand when they are reconstructing the road; and Mr. Ferguson stated while they could get a quote from them, it will involve pipe, and Morrissey would probably sub it out. Mr. Pockl agreed adding that Morrissey is trying to line up their schedule so that they avoid traffic during the School term, and he feels this is an issue that may need to be addressed before that. Mr. Ferguson stated they will try to reach out to as many qualified contractors as they can.

Mr. Ferguson stated approximately eleven years ago, Mr. Majewski had put together an inventory of all of our stormwater pipes, their age, material, and condition; and he feels with the 2020 Budget, they will have to come up with some level of planned approach for some of the pipes that were installed in the 1960s that are corrugated metal. Mr. Ferguson stated he wants to make sure everyone understands that this is storm water, and it is not sewage.

Mr. Truelove stated given what Mr. Ferguson has described, he feels it is clear that this is an emergency situation, and he would have no difficulty recommending to the Board that they make a Motion on this.

Ms. Tyler moved and Ms. Blundi seconded to authorize Mr. Ferguson and the Township staff to take all steps necessary to secure Bids, but not through the normal Bid process, for remedial work in the area as soon as possible.

Dr. Weiss commended Mr. Ferguson for his forethought in changing the interest rate of return and strengthening our position with our bank to get reduced fees.

Motion carried unanimously.

MANAGER'S REPORT

Motion to Approve Slide Repair and Refinishing by Safe Slide Restoration in the Amount of \$28,400

Mr. Ferguson stated there are slides that need repair, and there is a process that was initiated this year where they require certain Certifications for those doing this type of work which they are now following. He stated there are only a few companies in the area that do this type of work. He stated he also discussed with the Township solicitor that due to the specialized nature of this work whether it would require a Bid. Mr. Ferguson stated Ms. Tierney received a quote from Safe Slide Restoration, and they will sand the slides and do certain types of treatments required at a cost of \$28,400. He stated it is more than was budgeted for this year; however, with the Pool Revenue they are seeing, he feels they can handle this additional cost. He stated Opening Day is May 25, and he asked that the Board authorize this so that the work can be done soon.

Mr. Grenier asked how much was budgeted for this, and Mr. Ferguson stated it was \$15,000. Ms. Tyler asked if this is the company that has done this work at the Pool in the past, and Mr. Ferguson stated it is not. Ms. Tyler asked if they contacted that company, and Mr. Ferguson stated it was an auto body shop that did the slides previously. Mr. Ferguson stated in consulting with the insurance carrier, because of the potential liability and the chemicals used, it was felt that what he is proposing is the best way to proceed and they should not use an auto body shop. Ms. Tyler asked what the auto body shop was charging to do this work, and Mr. Ferguson stated it was about \$15,000. Mr. Ferguson stated Ms. Tierney

has researched this; and it was indicated that lots of pools have done it that way in the past; however, as people have become more litigious and there are certain Certifications now required, they feel that this is the best way to proceed.

Ms. Tyler moved, Ms. Blundi seconded and it was unanimously carried to approve slide repair and refinishing by Safe Slide Restoration in the amount of \$28,400.

RFPs for Professional Services Status Update

Mr. Ferguson stated he has forward to the Board two RFPs, and he has several others that are almost finished. He stated at some point they should discuss how they want to move forward and the timing for moving forward.

Mr. Grenier stated the two sent were for general engineer and general solicitor; and both of those, with slight adjustments, could be used for different types of solicitors and engineers. Mr. Ferguson stated he does have separate engineering ones, but has just provided the one for general engineer. Mr. Grenier stated he would like to see a schedule laid out as to how they can be handled quickly but well. He stated with regard to what they have been given to date, he feels the Terms and Conditions should be double checked. He stated he feels they worked hard on the Terms and Conditions for “RV” and he would like to see those incorporated. He stated he personally would like to see the Resolution the Board passed relative to interactions with our professional services people attached to those documents. Mr. Grenier stated he signs a lot of professional services contracts, and he feels it is important for whoever get the RFP to see what the Terms and Conditions would be ahead of time to see if they want to Bid on it based on our Terms. He stated he feels some of the Terms could match up better with what we do with “RV” since that is the industry standard at the moment.

Mr. Ferguson asked about a timing schedule for these; and Mr. Grenier stated possibly the first meeting in June. Mr. Grenier stated Mr. Ferguson could recommend moving ahead with two to three of them and then include the schedule for those so that they could put out the RFPs, review them, and then vote.

Mr. Lewis stated he feels there are a few things that should be included in the RFPs specifically background questions related to the entities and any prior litigation involving those entities. He stated we can position the RFPs to condition acceptance of our Terms and Conditions meaning that if they are not willing to accept the Terms and Conditions that have been outlined related to insurances, etc. they would not be eligible to Bid, and that way they would not be negotiating that post selection.

Mr. Lewis stated in terms of the timing, his main concern is going after the “largest spend areas” first. He stated he understands there are fourteen different professional services firms that meet the criteria including the bank where we have renegotiated the relationship. He stated he feels we should focus on the “highest spend” first, and he feels that would probably be in the insurance area.

Mr. Ferguson stated the insurance area would be extraordinarily difficult to RFP. He stated we have insurance right now through Police Contracts; and to change it, they would not approve of it. Mr. Ferguson stated there are Plans we have that are grandfathered in, and that are not even offered any longer. He stated we have the ability to switch insurance, but it would have to be with an exactly comparable Plan. Mr. Ferguson stated he will provide insight on all of the services where there would be impediments.

Mr. Lewis stated he feels they should focus on where we feel we can get the most value out of the process; and if Mr. Ferguson is indicating that contractually we do not have an opportunity to consider different insurance agencies or carriers because we are locked in to a certain time period, we should plan for that accordingly so that when we are no longer in a lock period that we can give that serious consideration. He stated he is sure that there are other high spend items that warrant our concern. He stated he knows that we have done well recently, and we did RFP the two that Mr. Ferguson mentioned; and those were done in 2016. He stated some of the others have not been done, which is why that is his primary concern.

Mr. Ferguson stated the ones he has done are the two he mentioned as well as traffic engineer, and Building Code Official, which is fourteen pages long and extraordinarily specific because there are a variety of specific legal requirements that the Building Code Official must meet, and they need to spec that out. He stated they need to be a Master Plan Reviewer. Mr. Ferguson stated he tended to focus initially on the ones that are more technical and more involved. He stated he did not do the ones that are less technical as he felt he could do those quickly.

Mr. Lewis stated for some of the decisions about selecting outside professionals, there is perhaps the potential to in-source opportunities. He stated they have hired Code Enforcement Officers; and in many areas “that has done us significant savings where we previously were with other outside providers with hundreds of thousands of dollars of improvement.” Mr. Lewis stated we still go out to specialists in that particular area for things like plumbing, etc. that we do not necessarily have in-house. Mr. Lewis stated as they go through this RFP process, they need to be asking if this is something they could in-source rather than going to an outside vendor if that yields the lowest “total cost of ownership or best outcomes” for the Municipality.

Ms. Blundi stated the auditors have to be in place in a timely fashion. Mr. Ferguson stated he does have that RFP done, and that could be one of the first ones that is done. Mr. Ferguson stated they have retained Maillie who are here and doing a very good job, and they would be in a unique position to show the Board how they are doing. He stated a firm would need to be selected, whether they are staying with Maillie or going with someone else, by the end of October because they have to assign their accountants to be here; and they typically do the basic runs in December.

Mr. Grenier asked when Mr. Ferguson needs comments by from the Board of Supervisors for incorporation, and Mr. Ferguson asked that they be given as soon as the Board can give them.

SOLICITOR'S REPORT

Mr. Truelove stated the Board met in Executive Session commencing at 6:30 p.m. and items related to the Agenda and other matters were discussed along with litigation that will be discussed later on the Agenda as well as Collective Bargaining issues involving the Public Works Department.

Sandy Run Road Litigation Update

Mr. Truelove stated this case is moving slowly but that is not an unusual situation given the issues. He stated Pleas have been filed, and he would expect that by mid-June the Discovery process will be commenced which would be questions addressed to the other side by each side, and depositions will be scheduled at some point. Mr. Truelove stated the process will take several months.

Oxford Valley Road Easement Update and Approval of Resolution #2394 Authorizing the Preservation of a Portion of Real Estate Owned by the Township as Open Space and Authorizing the Execution of a Deed of Conservation Easement and Declaration of Restrictive Covenants to Bucks County for the Preservation of Property as Open Space

Mr. Truelove stated over the past few years the Board of Supervisors has decided that they wanted to preserve the bulk of the land that is behind the Township Building that extends along the Railroad tracks to Oxford Valley Road. In doing so they have decided on a specific carve out of 26.195 acres which were part of a survey that

Mr. Pockl's office did. He stated the purpose of that and this Resolution is to make an Application to the Natural Areas Program that the County has for obtaining a Conservation Easement which will not cost the Township or the County any money. He stated this is a third party way of preserving the land which would be stronger than a Deed Restriction would be as even if this Board agreed to Deed Restrict the land another Board could remove the Restriction. He stated this way, by having a Conservation Easement, it is preserved in perpetuity with this type of legal arrangement.

Mr. Truelove stated the Resolution has been prepared with information provided by the County as well as some other Resolutions that have been done in the Township. He stated also included is an Exhibit which shows the land that will be preserved by the Conservation Easement. He stated the general purpose of the Resolution is to approve the filing of the Application for participation in the Natural Areas Program which Mr. Ferguson and Township staff have already commenced, and to authorize Mr. Ferguson to execute all appropriate forms with the Bucks County Open Space Program. He stated eventually this will result in the conveyance of the Conservation Easement to the County and the preservation of the land designated in perpetuity which is something that has been a long time coming.

Mr. Truelove stated he believes that there is also a sentiment that would be in a future Resolution to recognize Ms. Katherine Burke who was the impetus for the preservation of this land. Mr. Grenier stated that can be done at a future meeting.

Dr. Weiss moved, Ms. Blundi seconded and it was unanimously carried to adopt Resolution # 2394 authorizing the preservation of a portion of Real Estate owned by the Township as Open Space and authorizing the execution of a Deed of Conservation Easement and Declaration for Restrictive Covenants to Bucks County for the preservation of property as Open Space.

Solicitation Ordinance Review Update

Mr. Truelove stated there had been discussion about the concerns of residents and Board members about solicitation issues, and he was asked to reach out to some of the neighboring Townships to get feedback from them. Mr. Truelove stated he received feedback from solicitors in Falls Township and Middletown Township both of which have Non-Solicitation Ordinances as well as a Non-Solicitation Registry. Mr. Truelove stated the Falls Township solicitor responded that the Township Manager reported that about 1,800 of 34,000 to 36,000 residents had signed up

for the Registry which is distributed to peddlers/solicitors when they are given Permits. He added that they have not had too many complaints about the list, and the Manager indicated it worked and they have had success. He stated potential solicitors are provided a six-page document with rules and regulations and the forms required to be filled out. Mr. Truelove stated he was advised that the Police Department approves or denies them a Permit; and if they are successful in obtaining a Permit, they are required to show it at all times and the Township keeps a copy of their Driver's License and their e-mail so that the Township knows who the individuals are. Mr. Truelove stated he was advised that from time to time there are complaints from residents who have "No Soliciting" signs on their door or that someone is operating without a Permit; and if either of these situations arise, the Police are sent out to investigate.

Mr. Trulove stated in Middletown, the solicitor he contacted spoke to the Police Chief about the No-Solicitation Registry; and the Police Chief believes that the Registry is a good idea, and he would recommend it to other Townships. He stated another Police Officer told the Township solicitor that it has made the residents feel better just signing up for the Registry.

Mr. Truelove stated if there is a sentiment to have a No-Solicitation Registry, he would defer to Chief Coluzzi as to how effective our current practices are since his Department is the one that is charged with the enforcement. Mr. Truelove stated with the warmer weather, he knows that there is a lot more activity in this area. He stated if the Board wants him to move forward with this, he would be happy to do so.

Mr. Grenier stated he put this on the Agenda just for an update, and they will have further discussions with Chief Coluzzi before they move forward.

Discussion of Airbnb Court Ruling

Mr. Truelove stated since the last meeting, they received a notification that the Pennsylvania Supreme Court ruled on the Airbnb issue, and they ruled in favor of the Municipality. He stated he is going to look into this in more detail and discuss it with his colleagues. He stated it was a non-owner-occupied situation that was at issue in that particular case; and, the Pennsylvania Supreme Court in a unanimous Decision came down very strongly in favor of the Municipality and criticized pretty strongly the Commonwealth Court for their "lack of analysis." Mr. Truelove stated he has not looked at the Lower Makefield Zoning Ordinances yet to see how they line up with the Ordinance that was at issue; however, he feels the good news is that the sentiment of the Supreme Court seems to be very strong

in favor of the Municipality as long as they have Ordinances that are clear. He stated one of the things they criticized the Commonwealth Court for was the Commonwealth stated they needed to go by the “black letter of the Ordinance” so that if something is not excluded, it must be included; and the Supreme Court pointed out an Ordinance cannot anticipate every eventuality, and they have to look at it with common sense. He stated all seven members signed onto the Opinion.

Mr. Grenier stated there is another owner-occupied Airbnb being reviewed now; and Mr. Truelove stated that is his understanding, and he will try to find out where that is in the process.

Mr. Truelove stated if the Board desires his office could evaluate how our Ordinance lines up with the Opinion rendered.

ZONING HEARING BOARD MATTERS

With regard to the John Reeves Variance request for the property located at 235 Valley Drive in order to permit construction of a shed to be located in the flood plain and to have greater than permitted impervious surface, Ms. Tyler moved, Ms. Blundi seconded and it was unanimously carried that the solicitor should participate.

DISCUSSION ITEMS

Update and Motion on Letter to Falls Township RE: Elcon

Mr. Grenier stated at the last meeting the Board voted to submit a letter to Falls Township. He stated in the original letter that was voted on, in the first paragraph it asked Falls Township to deny the Application, but in the last paragraph it asked that they delay until the DEP review. Mr. Grenier stated the Board voted three to two in favor of sending the letter. He stated since that time, the letter was slightly revised to say “delay” in both cases instead of “deny” and “delay.”

Mr. Grenier stated he personally was in favor of the delay option, and he likes the letter that went out; and he wanted the Record to show that he was in favor of the letter that ultimately went out.

Mr. Lewis stated he strongly opposed the letter and continues to do so. He stated he respects the Falls Township Board of Supervisors, and he feels they have been an excellent governing partner with Lower Makefield in every experience; and he

trusts their judgement. He stated it turns out that they made the right judgement, and they did not need anything from him to make the right judgement. He stated if it was not Falls, DEP would do the same thing as well. Mr. Lewis stated he feels it was a great decision that the Falls Township Supervisors made, and they have been great to work with. He stated he would not have sent them the letter. He stated he has talked to them personally so they know where he stands on Elcon; but he feels the letter was inappropriate which is why he voted not to send it.

Mr. Lewis stated if the Board wanted a Resolution, he offered a Resolution that he felt at the time was the sense of the Board; but unfortunately it never got to the Agenda. He stated he would be willing to share that Resolution, although hopefully they will not be hearing any more from Elcon.

Ms. Tyler asked Mr. Lewis why he would be okay with a Resolution doing exactly what they said in the letter. Ms. Tyler stated she does not feel the letter was a slight to the Falls Township Board of Supervisors, and the letter only spoke on behalf of the Lower Makefield Township residents letting them know that we did not want Elcon there. She stated they were simply speaking on behalf of the Lower Makefield residents as they have been elected to do. Mr. Lewis stated he offered a Resolution that gave a sense of where the Board was, but it did not tell Falls Township how they should decide; and it told them what we saw the issues were. Mr. Lewis stated if she were opposed to Elcon, Ms. Tyler could have sent that letter a long time ago or expressed that opinion. Ms. Tyler stated it was being responsive to a resident who spoke to them at a meeting, and they were on an extremely short deadline. Mr. Lewis stated Ms. Tyler had that opportunity when she was Chair, and that same resident came before us multiple times. Ms. Tyler stated Ms. Baxter asked the Board to write a letter, and the Board wrote a letter.

Mr. Grenier asked Mr. Truelove is there is anything specific they need to do since there was a discrepancy between what was voted on versus ultimately what was sent out. Mr. Grenier stated he had voted against sending the letter that was discussed at the meeting; however, it was changed before it went out, and the wording had changed to something that he would support. Mr. Grenier stated he feels if this had been considered as a Discussion Item as opposed to having it under Other Business, he does not feel they would have had to go back after the fact and fix the language since they would have had the chance to do some edits amongst the Board.

Mr. Grenier moved and Ms. Tyler seconded to rescind the prior authorized letter and substitute authorization for the letter that was actually sent. Motion carried with Mr. Lewis opposed.

Discussion and Motion on EAC Review of Elcon Permit Application

Mr. Grenier stated the Falls Township Board of Supervisors voted to deny the Land Use Application for Elcon; however, the DEP is still in the review phase of the Permit. Mr. Grenier stated the next step in the DEP process is for the DEP to issue either an approval or denial. He stated the forty-five day comment period has not happened yet but they anticipate it will happen by the middle or end of the month. Mr. Grenier stated the Lower Makefield Township EAC was asked to begin a review of the Applications that Elcon submitted. Mr. Grenier stated the EAC has provided comments that the Board has been provided. Mr. Grenier stated he attended the meeting at Falls Township Township last evening, and he feels there are several additional comments based on the Land Use Application that may be even more fitting than some of the EAC comments.

Mr. Grenier stated he does not feel that they need to finalize anything tonight, but he would volunteer to do a draft of a letter to the DEP incorporating all comments from the EAC as well as comments that came out of last night's meeting. He stated the Board could then review this at the next meeting and vote on a final letter to be sent to the DEP. Ms. Blundi and Ms. Tyler were in favor of this.

Mr. Lewis stated he would have no problem with a standard comment letter to the DEP expressing our concerns including the concerns that were uncovered from when we had Elcon at Lower Makefield that are still part of our concerns with the Application. Mr. Lewis stated he would also want a paragraph included stating our respect for DEP's decision-making process. Mr. Lewis stated he gets "frustrated when people choose to do virtue-signaling as opposed to addressing the policy issues." Ms. Tyler stated it is "advocacy." Mr. Lewis stated he takes this seriously because these are people we have to work with, and he believes that Ms. Tyler was at a meeting with DEP when "they asked politely for her to respect their process on this particular issue." Ms. Tyler stated to advocate for residents is not disrespecting anyone's process. She stated we are the mechanism that speaks on behalf of the Lower Makefield Township residents. She stated they are advocating the position that has been articulated to us by

our residents. Mr. Lewis stated he would be willing to vote for a Motion that would write a comment letter to DEP including all of our concerns going back over the last two years.

Mr. Lewis moved and Dr. Weiss seconded to write a letter to DEP indicating our concerns with the Elcon Application referencing the EAC's review of the Phase 2 Application that Elcon provided including our prior engagements with Elcon Recycling LLC and unanswered questions that we have from our meeting with them at that time and reiterating our firm respect for DEP's decision-making process.

Dr. Weiss stated since the Falls Township Supervisors denied the Application, and in light of other Townships in Pennsylvania and New Jersey expressing their desire to have Party Status, he feels it is very incumbent upon us to follow suit and show unanimity amongst the surrounding Towns and show our concerns.

Mr. Alan Dresser, 1907 Linburke Drive, stated he was not able to get to the Hearing until 9:00 p.m., and he asked the basis of denial for the Land Use development. Mr. Grenier stated one was the question of the building's proximity to the floodplain. Mr. Grenier commented on the amount of fill that would be required.

Mr. Grenier stated he will draft a letter to be reviewed by the Board at the next meeting. Mr. Grenier thanked Mr. Dresser and the EAC for their hard work.

Motion carried unanimously.

SUPERVISORS' REPORTS

Mr. Grenier stated the Sewer Sub-Committee and Sewer Authority met, and they are starting to summarize some of our options for sewer treatment.

Mr. Lewis stated the Farmland Preservation Corporation met, and they are reviewing their Lease Agreements with the farmers who farm the land; and he had shared with them our Patterson Farm Lease as a model for them to consider. He stated there is a special meeting to review the Lease terms, and there will be discussions about standardizing processes so that the Leases are similar. Mr. Lewis stated hopefully there will be some carve-outs to allow BOWMA access so that they can get more deer.

Mr. Lewis stated another issue of significant concern was a resident's destruction of Farmland Preservation fences, and this was brought to the attention of Mr. Ferguson and the Police Department for investigation. Mr. Lewis stated they are submitting letters to residents in the area explaining that vandalism costs the taxpayers. Chief Coluzzi stated the Police Department looked into this and they believe that damage took place; however, no charges have been brought against the individual.

Mr. Lewis stated the Farmland Preservation group decided to take half of their investable assets into active management as previously the Board had managed them themselves, but now they are going to be using Fidelity for about half of their actively-managed assets.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Dr. Weiss moved, Ms. Blundi seconded and it was unanimously carried to appoint Keller Arnold to the Citizens Traffic Commission.

Dr. Weiss moved, Ms. Tyler seconded and it was unanimously carried to appoint Kevin Gallen to the EAC.

Dr. Weiss moved, Ms. Tyler seconded and it was unanimously carried to appoint Robert M. Miles to Emergency Management.

There being no further business, Ms. Tyler moved, Dr. Weiss seconded and it was unanimously carried to adjourn the meeting at 9:30 p.m.

Respectfully Submitted,

Kristen Tyler, Secretary

