

**Durham Township Board of Supervisors
2021 Reorganization Meeting Minutes**

Monday, January 4, 2021
Township Building Meeting Room

Attendance

- Bartley E. Millett (Supervisor)
- Richard M. Johnson (Supervisor)
- Kathleen Gentner via phone (Supervisor)
- Marissa Gentner (Temporary Secretary)

Call to Order

Township Supervisor Bartley E. Millett called the meeting to order at 7:30 pm. All in attendance stood and recited the Pledge of Allegiance to the American Flag.

Township Supervisor Richard Johnson nominated Supervisor Bartley Millett as the **Temporary Chairman**, Supervisor Gentner seconded the motion, all agreed and Supervisor Millett accepted the position.

Township Supervisor Richard Johnson nominated Marissa Gentner as the **Temporary Secretary**, Supervisor Gentner seconded the motion, all agreed and Marissa Gentner accepted the position.

Board of Supervisors Nominations

Township Supervisor Richard Johnson nominated Supervisor Kathleen Gentner as the **Chairman**, Supervisor Millett seconded the motion, all agreed and Supervisor Gentner accepted the position.

Township Supervisor Kathleen Gentner nominated Supervisor Bartley Millett as the **Vice Chairman**, Supervisor Gentner seconded the motion, all agreed and Supervisor Millett accepted the position.

Township Supervisor Kathleen Gentner nominated Supervisor Richard Johnson as the **Treasurer**, Supervisor Millett seconded the motion, all agreed and Supervisor Johnson accepted the position.

Township Supervisor Richard Johnson nominated Marissa Gentner as the **Temporary Secretary**, Supervisor Millett seconded the motion, all agreed and Marissa Gentner accepted the position.

Township Administrator

Supervisor Gentner read a statement from the Board of Supervisors regarding Dannette McClanahan's separation from the township. Tina Downs, a colleague of Peter Nelson, explained the separation agreement to all who were present.

There was a public discussion of said separation agreement, during which the following attendees commented:

- Lou Bucci
- Charlie Herman
- Katherine Clarke

Township Supervisor Johnson motioned to approve the **separation agreement**, Supervisor Millett seconded the motion, all agreed and the motion was approved.

Township Supervisor Richard Johnson nominated Kathleen Gentner as the **Temporary Township Administrator**, Supervisor Millett seconded the motion, all agreed and Kathleen Gentner accepted the position. The position will stand as a 4 hour per day job for 20 hours per week at a rate set by the Auditor. *Supervisor Gentner asked that the record reflect that is temporary until a candidate is chosen for the permanent position. Supervisor Millett asked that the record reflect that this temporary person will fulfill general office duties, day-to-day communications, and administrative tasks.*

There was a public discussion of the Township Administrator position, during which the following attendees commented:

- Lou Bucci
- Supervisor Gentner
- Supervisor Johnson
- Supervisor Millett

Township Positions Appointed

Township Supervisor Richard Johnson nominated Kate Budlong as the **Township Bookkeeper**, Supervisor Millett seconded the motion, all agreed and the motion was approved. The Township Bookkeeper's hourly rate was increased from \$18/hour to \$19/hour for 8 hours per week.

Township Supervisor Gentner motioned to keep Penn Community Bank as our **Selection of Depositories**, Supervisor Johnson seconded the motion, all agreed and the motion was approved.

Township Supervisor Johnson motioned to **establish the Treasurer's Bond at \$300,000** per year to cover the Treasurer, Supervisor Millett seconded the motion, all agreed and the motion was approved.

Township Supervisor Johnson motioned to **establish the Secretary's Bond at \$50,000** per year to cover the Administrator, Supervisor Millett seconded the motion, all agreed and the motion was approved. Attendee Charlie Herman commented on the motion.

Township Supervisor Johnson motioned to **establish the Bookkeeper's Bond at \$100,000** per year to cover the Bookkeeper, Supervisor Millett seconded the motion, all agreed and the motion was approved.

Township Supervisor Johnson motioned to **allow Kate Budlow to be bonded and act as a signer**, Supervisor Millett seconded the motion, all agreed and the motion was approved.

Township Supervisor Johnson nominated Peter Nelson, of Grim, Biehn, & Thatcher PC as the **Township Solicitor**, Supervisor Millett seconded the motion, all agreed and the motion was approved. The legal fee will be set at an hourly rate of \$160 per hour for attending township meetings and conducting general township business when requested by a majority of the board. The legal fee for litigation work relating to the township will be \$170 per hour. The legal fee for Real Estate and developers will be \$200 per hour.

Township Supervisor Gentner nominated Scott Mease of Mease Engineering to act as the **Township Engineer**, Supervisor Johnson seconded the motion, all agreed and the motion was approved.

Township Supervisor Johnson nominated Zelenofske Axelrod as the **Township CPA/Auditor**, Supervisor Johnson seconded the motion, all agreed and the motion was approved on the condition that the annual audit will be conducted at last year's rate.

Labor Rates for 2021

Township Supervisor Gentner nominated Peter Cox to act as the **Road Master**, Supervisor Johnson seconded the motion, all agreed and the motion was approved. The Road Master will work 7 hours per day/35 hours per week at an hourly rate of \$26.95 per hour.

It was decided by the board that, for the time being, the township will not be setting an **Assistant Road Master Labor Rate**.

Township Supervisor Gentner nominated Anders Odhner as **General Labor**, Supervisor Johnson seconded the motion, all agreed and the motion was approved. Anders will work part-time as an Unskilled Seasonal Laborer at a rate of \$12 per hour.

Township Supervisor Gentner nominated Neil Mettin as **General Labor**, Supervisor Johnson seconded the motion, all agreed and the motion was approved. Anders will work 35 hours per week as a Skilled Laborer at a rate of \$15 per hour.

With regards to snow removal/salting rates for 2021, Township Supervisor Johnson motioned to set the rate of **CDL Drivers & CDL Riders (operating the 2002 GMC)** at a rate of \$20 per hour. Supervisor Millett seconded the motion, all agreed and the motion was approved. In the same motion, it was agreed that **Regular Driver/Riders (all other vehicles)** would operate at a rate of \$17.50 per hour (including loaders). Lastly, the **Recycling/Clean-up day rate** was set at \$16 per hour with the Road Master being paid at their normal rate. *It should be noted that these rates include a 3% cost of living raise.*

Township Supervisor Johnson nominated Edward Childs as the **Part-Time Township Zoning Officer** at a rate of \$22.51 per hour. Supervisor Millett seconded the motion, all agreed and the motion was approved. *It should be noted that this rate includes a 3% cost of living raise. Additionally, all benefits and holidays, where applicable per resolution 2020-01, are included in these rates.*

Township Supervisor Richard Johnson motioned that the **Outside Contractor Rate for Equipment & Operator** rate be set at \$85 per hour, Supervisor Millett seconded the motion, all agreed and the motion was approved.

Township Supervisor Richard Johnson motioned that the **Use of Personal Vehicle for Approved Township Business** rate be set at \$0.56 per mile (the IRS 2021 Mileage Rate), Supervisor Millett seconded the motion, all agreed and the motion was approved.

Township Supervisors' Rates

Township Supervisor Richard Johnson motioned the following rates be set, Supervisor Millett seconded the motion, all agreed and the motion was approved. All of the following rates are set by the Township Auditor upon recommendation of the Board of Supervisors.

- **General Operations** (i.e. Road inspection, attending court hearings, etc) is set at a rate of \$15 per hour.
- **Appointment of Supervisors as General laborers** for Durham Township will be set at the rates for the above 2021 Labor/Snow Removal Rates.
- **Board Meeting** rates will be set at \$90 per meeting, not to exceed \$1875 per year per supervisor as determined by Second Class Township Code Sec 606.

Township Supervisor Millett motioned that the **Temporary Township Administrator's** rate be set at \$15 per hour, Supervisor Johnson seconded the motion, all agreed and the motion was approved.

Planning Commission Appointment

Township Supervisor Richard Johnson nominated the following individuals to serve on the **Planning Commission**, Supervisor Millett seconded the motion, all agreed and the motion was approved. The minimum number of planning commission members present to establish a quorum shall be four (4).

- Anthony Mills is appointed for a 4 year term expiring December 31, 2024.
- Jim Beerer is appointed for a 4 year term expiring December 31, 2024.
- Cindy Skoriak is appointed for a 4 year term expiring December 31, 2024.

Environmental Advisory Council (EAC)

Township Supervisor Richard Johnson nominated the following individuals to serve on the **Environmental Advisory Council**, Supervisor Millett seconded the motion, all agreed and the motion was approved.

- Lois Aleska is appointed for a 3 year term expiring December 31, 2023.
- Sarah Snider is appointed for a 3 year term expiring December 31, 2023.
- Kathleen Connally is appointed as the **EAC Chair** for 2021.

Parks and Recreation

It should be noted that the Parks and Recreation Board is temporarily deactivated.

Township Supervisor Johnson nominated Code Inspections in Horsham, PA to act as the **Building Inspector**, Supervisor Millett seconded the motion, all agreed and the motion was approved.

Township Supervisor Millett motioned that the **Township Zoning Hearing Board** rate be set at \$75 per appeal, per member, for a three year term. David Oleksa shall be re-appointed for a 3 year term ending December 31, 2023. Supervisor Johnson seconded the motion, all agreed and the motion was approved.

Township Supervisor Johnson nominated Ken Klein to act as the **Vacancy Board Chairman**, Supervisor Millett seconded the motion, all agreed and the motion was approved.

Meeting Schedule for 2021

Township Supervisor Johnson motioned that the **2021 Meeting Schedule** be set according to the specifications listed below, Supervisor Millett seconded the motion, all agreed and the motion was approved.

- Business meetings of the Board of Supervisors will be held on the second Tuesday of each month at 7:30 pm in the Township Meeting Room, unless otherwise authorized.

- The Durham Township Planning Commission will meet on the first Tuesday of every month, on an as-needed basis, at 7:30 pm in the Township Meeting Room, unless otherwise advertised.
- The Durham Township EAC will meet on the third Tuesday of every month, on an as-needed basis, at 7:30 pm in the Township Meeting Room, unless otherwise advertised.
- All meetings have been properly advertised per the Public Notice Legal Requirements in "The Intelligencer."
- *It should be noted that some meetings may be via ZOOM if opted to do so.*

Conventions

The **PSATS Annual Convention** will be held April 18-21, 2021 in Hershey, PA. The voting delegate will be Kathleen Gentner, and the convention attendees will be Kathleen Gentner. This motion was initiated by Township Supervisor Johnson, Supervisor Millett seconded the motion, all agreed, and the motion was approved. The Board of Supervisors is unsure whether the convention will be held virtually.

The **BCATO Annual Convention** will be held February 20, 2021 from 9 am-11 am as a virtual live stream. All associated costs are to be paid by the individual attending unless approved in advance by a majority of the board. There is no motion needed.

Durham Township Fees and Taxes

The **Current Township & Code Inspections Fee Schedule** shall remain in effect until amended. The Durham Township **Real Estate Tax Millage Rate for 2021** shall remain at 6.00 mills (Resolution 2021-01 to be presented at the January 12, 2021 meeting). This motion was initiated by Township Supervisor Johnson, Supervisor Bartley Millett seconded the motion, all agreed, and the motion was approved.

It was decided that the Board of Supervisors would table any discussions surrounding the **Tax Collector Pay Scale**.

The **Earned Income Tax** rate is to be set at 1% (0.5% to school district/0.5% to Township). The Keystone Collections Group, Inc. will collect at a fee of 1.39% of the amount collected as set by the Bucks/TCC/Keystone Tax Collection Agreement ending midnight 12/23/2021. This motion was initiated by Township Supervisor Johnson, Supervisor Bartley Millett seconded the motion, all agreed, and the motion was approved.

The **Real Estate Transfer Tax** rate is to be set at 1% (0.5% to school district/0.5% to Township). The Bucks County Recorder of Deeds is to collect at a 2% commission of taxes collected. This motion was initiated by Township Supervisor Johnson, Supervisor Bartley Millett seconded the motion, all agreed, and the motion was approved.

All of the above pay, fees, and tax rates are effective January 1, 2021, unless otherwise noted.

Public Comment

There was no public comment.

Meeting Close

Township Supervisor Kathleen Gentner motioned to close the meeting, Supervisor Johnson seconded the motion, all agreed, and the motion was approved. The meeting was adjourned at 9:07 pm.

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday, January 12, 2021 7:30 PM
Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In: 866-899-4679 Access Code: 741-243-917

Call to Order / Pledge to American Flag

Time:7:35 pm

Present: Supervisors: Kathleen Gentner, Chairman/Secretary
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Peter Cox, Road Master
Peter Nelson, Solicitor-Grim, Bien & Thatcher

Absent: Ed Child, Zoning Officer

Nominate Secretary for Board of Supervisors Kathy Gentner-Motion by RJ, second by BM Vote: 3-0-0

Approval of Minutes from December 8, 2020 Regular Meeting-Motion by KG second by BM Vote:3-0-0

Approval of Minutes from January 4, 2021 Re Organization Meeting-Motion by RJ second by BM
Vote: 3-0-0

Approve Monthly Financial Report as of December 31, 2020-Motion by RJ second by BM Vote: 3-0-0

Approve Accounts Payable/Payroll as of January 12, 2021-Motion by BM second by RJ Vote: 3-0-0

Approve Accounts Payable for M & T as of January 12, 2021- Motion by RJ second by BM Vote: 3-0-0

Approve Escrow Payable as of January 12, 2021-Motion by BM second by RJ Vote:3-0-0

Review Escrow Deposit as of December 31, 2020

Adopt Resolution 2021-1: The adoption of this resolution fixing the tax rate for fiscal year 2021 at 6.00 MILLS as stated at ReOrg Meeting-Motion by RJ second by BM Vote: 3-0-0

M&T Grant for Mill Restoration: (Completion deadline June 2021) *Project Bid Specs went LIVE on PennBid 11/20/2020 for completion of Mill restoration projects.* Bids received from 5 contractors. Open date: 12/21/2020 @ 11am. Reject all bids. Motion by KG second by RJ. Discussion: KG noted that project is to be bid for warehouse windows only. RJ noted that job will be resubmitted to PENNLive for proper job and bidding. Vote: 3-0-0

Dogwood Lane DG&LVR: Update given by KG. Complete work to date with cost and submit to D&G. Request for additional funds. Construction update provided by Road Master. Road remains open.

CDBG Grant for ADA Access: (Org deadline October 31, 2020) Update given by KG
Project completed. Final payment from County received in amount of \$114,672.40 Project closure
pending: step height, sign height and loops place on handrailing then recertification.

Adopt Resolution 2021-02 Durham Tax Collector request for salary increase from \$4000 to \$5000 in
year 2022-2025.-Motion by RJ second by BM Vote: 3-0-0

Approval to reimburse Road Crew for uniform expense \$ 101.40-Motion by RJ second by BM
Vote: 3-0-0

Approval to give Neil Mettin 5 vacation days and 5 sick days . 2.5 years of service with FT status since
July 2020.-Motion by RJ second by BM. Vote: 3-0-0

Appointment of Anne Salva as Deputy Tax Collector.-Motion by RJ second by BM Vote: 3-0-0

Public Works: Pete Cox, Road Master: Working on ditches where needed. Cleaning up fallen trees and
debris around township roads. Repaired garage door open that could need to be replaced soon. DT1
replaced hydraulic motor on spreader. DT3 repaired broken yoke on ski from damage during last storm.
General maintenance to backhoe.

Zoning/Building: Ed Childs, Zoning Officer – Report attached and presented by KG

Environmental Advisory Committee: Presented by EAC member Lois Oleksa. No quorum.

Durham Historical Society: – David Oleksa: Presented no December meeting.

Riegelsville Library: David Oleksa: Reported that there are a decrease number of in person visits to
library but an increase in requests to hold more online programs.

Planning Commission – ReOrg meeting January 5th followed by Scheduled PC meeting. No member to
report at BOS meeting.

Community Announcements:

- Community Fire Company #1 Breakfast on HOLD until further notice.
- Regional Monthly Recycling in January will be held on Saturday, February 6, 2021 9AM-Noon.
- **PSA:** Please remember to return your subscription to Upper Bucks Regional EMS and Riegelsville Fire Company. Both of these nonprofit organizations provide vital services to the community. Your subscription/donation will show your support and help them continue to meet the needs of this community.

Public Comment:

Lois Oleksa commented on township administrator position.

Kathryn Clarke commented on process for interviewing and hiring township administrator.

Motion to Close: Time: 8:27pm made by KG second by RJ Vote: 3-0-0
Minutes submitted by Kathleen Gentner

Chairman/Secretary

Vice Chairman

Treasurer

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday, February 9, 2021 7:30 PM
Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In: 1-866-899-4679 Access Code: 741-243-917

Call to Order / Pledge to American Flag / Roll Call Attendance: Time:7:33pm

Present: Supervisors: Kathleen Gentner, Chairman/Secretary
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Peter Cox, Road Master
Peter Nelson, Solicitor-Grim, Bien & Thatcher
Danielle Cox, Administrator/Secretary

Absent: Ed Child, Zoning Officer

Nominate Secretary for Board of Supervisors Danielle Cox-Motion by KG, second by RJ Vote: 3-0-0
BOS had Executive Session reference personnel on January 22, 2021.

Approval of Minutes from January 12, 2021 Regular Meeting-Motion by RJ, second by BM Vote: 3-0-0

Approval of Monthly Financial Report as of January 30, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable/Payroll as of February 9, 2021-Motion by BM, second by RJ Vote: 3-0-0

Approval of Accounts Payable for M & T and Escrow as of February 9, 2021- Motion by: RJ second
by BM Vote 3-0-0

Motion to advertise Mill and Warehouse window project. Motion by RJ second by BM Vote 3-0-0
Peter Nelson, Township Solicitor advised board that job can be broken down as alternate projects.

Motion to award lowest bid for mill bathroom to G&S Builders \$ 4,779.00. Motion by RJ, second by BM
Vote:3-0-0

Zelenkofske Axelrod started Financial Audit on February 8th, 2021.

Motion to adopt Resolution 2021-03 Hiring Danielle Cox as the Durham Township
Administrator/Secretary. Motion by: KG, second by RJ Vote 3-0-0

Approval for Road Department to buy Buzz saw and Chipper out right for \$23,371.22 from state funds.
Motion By RJ, second by BM Vote 3-0-0

Dogwood Lane DG&LVR: Chairman Genter updated that GorCon and Allen Meyers are scheduled for
04/2021. Project completion deadline 06/30/2021

Pete Cox, Road Master : Snow plowing and removal from several storms.

Minor equipment maintenance and repairs. Waiting on delivery of salt. Thank you to Neil for his
dedication and Joel and Hayes for helping with snow removal efforts.

Zoning/Building: Ed Childs See attached report.

Environmental Advisory Committee: Had meeting January 19th. Clean up on Route 611 on 4/10/21.
Cooks creek clean up will also be held 4/10/21. EAC looking into grant option for wall beautification .

Durham Historical Society :Presented by David Oleksa Looking into holding virtual lectures, Security systems keeps shutting off possibly due to cold since batteries and sensors just replaced. Discussed ADA ramp in upper and lower mill as well as a clear wheel barrier. DHS will be removing pictures to scan for digital copies, expect to return original photos in one to two weeks.

Riegelsville Library: David Oleksa Reported meeting on 2/7/2021. Hoping to be able to hold outside activities in the Spring.

Planning Commission – no meeting February 2, 2021

Community Fire Company #1 Breakfast on HOLD until further notice.

Regional Monthly Recycling in March will be held on Saturday, March 6, 2021 9AM-Noon.

PSA: Please remember to return your subscription to Upper Bucks Regional EMS and Riegelsville Fire Company. Both of these nonprofit organizations provide vital services to the community. Your subscription/donation will show your support and help them continue to meet the needs of this community.

OFFICE CLOSED_Monday February 15, 2021 for holiday

Public Comment:

K. Clark thanked commented on receiving agenda by email and asked for official snow total.

L. Oleska reports trash on Route 611 by (Ikes stand).

Motion to Close by: KG_second by BM Vote 3-0-0

Time Closed:8:45pm

Chairman

Vice Chairman

Treasurer

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday March 9th, 7:30 PM
Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In: 1-646-749-3122 Access Code: 655-647117

Call to Order / Pledge to American Flag / Roll Call Attendance:

Time: 7:31pm

Present: Supervisors: Kathleen Gentner, Chairman
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Peter Cox, Road Master
Danielle Cox, Administrator/Secretary

Absent: Ed Child, Zoning Officer Peter Nelson, Solicitor

Approval of Minutes from February 9th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Monthly Financial Report as of February 28th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable/Payroll as of March 9th, 2021-Motion by BM, second by RJ Vote: 3-0-0

Approval of Accounts Payable for M & T and Escrow as of March 9th, 2021-Motion by RJ second by BM Vote 3-0-0

Motion to fix leaking ceiling in Historical Office. Motion by KG second by RJ Vote 3-0-0

Motion to allow the Dept. of health to treat for mosquitos-Motion by RJ, second by BM vote 3-0-0

Riegelsville Fire Company Chief Todd Meyers informed the board that they are looking into consolidating with Ottsville and possibly other local fire companies. Process will take approx. 1 year. Chief Meyers will be our contact person for any questions or concerns.

Spring Clean up date is May 22nd 8am to Noon.

Zelenofske finished audit, it will be presented at April's meeting

Dogwood Lane DG&LVR: Roadmaster updated that they will start prepping as soon as weather allows. Road will be closed approx. 3 days in order to complete the project.

M&T Grant for Mill Restoration:

- Windows: ad will run 3/11. Final day to submit bids is at noon on 3/26/2021. Bids being accepted for windows, replace beam and viewing area improvement.
- Bathroom: work started on Monday 3/08/2021

Pete Cox, Road Master : Installed new gas pump and line for KMIT grant. Will get a price on approx. 8 ash trees that need to be removed. Coon Hollow and Sunday Road potholes to be filled this week. Looking into a used plow for DT 3, researching salt storage options. Letter of thanks to Ed. Litzenberger. Mill alarm malfunctioning again.

Zoning/Building: Ed Child See attached report.

Environmental Advisory Committee: meeting February 16th. Clean up on Route 611 on 4/10/21.

Cooks creek cleanup will also be held 4/10/21. EAC looking into grant option for wall beautification .
Need to appoint a new Chair, Kathleen stepped down due to work schedule.

Durham Historical Society :Presented by David Oleksa. Kathleen will be doing the voice recordings for the plaques. Received 2 donations, a scale, and an old receipt/billing notice from 1920.

Riegelsville Library: David Oleksa Reported Riegelsville Borough gave them permission to hold outside events in the future.

Planning Commission – no meeting in March

Community Fire Company #1 Fish Fries March 26th and April 2nd. Order link on fire company website.
Regional Monthly Recycling is, March 6, 2021 9AM-Noon.

PSA: Please remember to return your subscription to Upper Bucks Regional EMS and Riegelsville Fire Company. Both of these nonprofit organizations provide vital services to the community. Your subscription/donation will show your support and help them continue to meet the needs of this community. As of March 9th, only 30% of mailings have been returned.

Motion to Close by: KG second by RJ Vote 3-0-0
Time Closed:8:44pm

Chairman

Vice Chairman

Treasurer

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday, April 13th, 2021 7:30 PM
Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In: 1-872-240-3311 Access Code: 626-841-309

Call to Order / Pledge to American Flag / Roll Call Attendance: Time:7:34pm

Present: Supervisors: Kathleen Gentner, Chairman/Secretary
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Peter Cox, Road Master
Danielle Cox, Administrator/Secretary

Absent: Ed Child, Zoning Officer Peter Nelson Solicitor

Approval of Amended Minutes from March 9th, 2021 Regular Meeting-Motion by RJ, second by BM
Vote: 3-0-0

Approval of Monthly Financial Report as of March 31st, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable/Payroll as of April 13th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable for M & T and Escrow as of February 9, 2021-Motion by RJ second by
BM Vote 3-0-0

Motion to appoint Township Secretary Danielle Cox as the Right to know Officer – Motion by KG
second by RJ Vote 3-0-0

Motion to appoint Jeff Heehs as the new chair for the EAC- Motion by KG second by RJ vote 3-0-0

Motion to hold Community Day Saturday October 9th, 2021- Motion by KG second by RJ vote 3-0-0

Motion to accept Bid from Artisanal Structures to repair Mill Windows, Beam and Railing and
Warehouse windows. In Kind gift of \$83,475.00, \$56,750 out of pocket expense for a total cost of
\$140,225.00- Motion by KG second by RJ motion passed vote 3-0-0

Motion to allow DHS to hold an outside Colonel Cooking event on 5/23 or 6/6 in Pavilion Area. DHS
needs insurance. Motion by KJ second by RJ vote 3-0-0

Moment of silence held in memory of Dean Litzenberger

Dogwood Lane DG&LVR: Still waiting on DSA approval. Ditch work to begin next week. Once DSA is
ready road will be closed approx. 3 days to complete the work.

Pete Cox, Road Master : Stone clean up in township right of way areas from plowing. Steve Wasser will
be starting the week of April 19th for 2 days a week or as needed. Checking with Jim Laubach about
roadside mowing. General maintenance on big blue. Mowers are ready to start weekly mowing.

Zoning/Building: Ed Child See attached report.

Environmental Advisory Committee: No March Meeting. Lois brought up seeking some new and
younger members.

Durham Historical Society :Presented by David Oleksa Colonel Cooking event and what insurance is
needed was discussed.

Riegelsville Library: David Oleksa two new board members Jim Bunting of Riegelsville and Marshall Miller also of Riegelsville

Planning Commission – no meeting

Community Fire Company #1 Breakfast on HOLD until further notice.

Regional Monthly Recycling in May will be held on Saturday, May 1st, 2021 9AM-Noon.

PSA: Please remember to return your subscription to Upper Bucks Regional EMS and Riegelsville Fire Company. Both of these nonprofit organizations provide vital services to the community. Your subscription/donation will show your support and help them continue to meet the needs of this community.

OFFICE CLOSED Tuesday May 18th for Primary Elections. Monday May 31st for Memorial Day
2021 Household hazardous waste for Upper Bucks is October 30th. See website for registration info.

Public Comment:

K. Clark had a resident complain to her about COVID information on the Durham Township Website.

J. Clark questioned the day of the week employment ads ran in the newspaper.

L. Oleksa April meeting packet link on website was not working.

Motion to Close by RJ second by BM Vote 3-0-0

Time Closed :9:12pm

Chairman

Vice Chairman

Treasurer

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday May 11th, 7:30 PM

Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In: 1-872-240-3212 Access Code 608-571-765

Call to Order / Pledge to American Flag / Roll Call Attendance: Time: 7:33pm

Present: Supervisors: Kathleen Gentner, Chairman
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Peter Cox, Road Master
Danielle Cox, Administrator/Secretary
Peter Nelson, Solicitor

Absent: Ed Child, Zoning Officer

Approval of Minutes from April 13th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Monthly Financial Report as of April 30th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable/Payroll as of May 11th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable for M & T and Escrow as of May 11th, 2021-Motion by RJ second by BM
Vote 3-0-0

Motion to approve E-waste project with Riegelsville on 6/26 with a \$1,000.00 max -Motion by RJ second
by BM Vote 3-0-0

Motion to advertise for EAC members and chair position in Herald and on websites since no current
members are interested -Motion by RJ second by BM Vote 3-0-0

Solicitor Peter Nelson updated the board on the American Rescues Plan, more information being released
on Wednesday May 12th. Sign resolution after money is received. Keep money in a separate account.
Total monies expected is \$112,017.

Some Covid 19 restrictions being lifted as of May 31st, Durham will continue to hold public meetings as
well as provide the call in option. Solicitor Nelson reminded the Planning Commission and EAC that
when the declaration ends, they will need to resume public meetings but may add a call in option.

Dogwood Lane DG&LVR: DSA was laid today May 11th, everything went well. Road will reopen
Thursday May 13th at noon. Will need to install guardrail and finish road edge work. Project should be
complete by end of May.

M&T Grant for Mill Restoration: Artisanal provided an update and sketches of the viewing railing.
Supervisor Johnson requested that Pete Cox meet with Mark at his shop to see progress. Secretary will
schedule a meeting.

Pete Cox, Road Master : Most of their time this month was spent prepping Dogwood and doing regular
maintenance and township mowing. Pete met with Dave about Ash Trees, Messick should deliver
equipment at the end of May.

Zoning/Building: Ed Child secretary gave report.

Environmental Advisory Committee: No Meeting in April. Discussed by laws, how to proceed without a
chairperson.

Durham Historical Society :Presented by David Oleksa. Discussed insurance requirements with Peter Nelson. Members Jim Walter and Rick Thaler researching blast furnace #3. Old office furniture to be removed by road crew for Lg cleanup day.

Riegelsville Library: David Oleksa reported reading groups and kid's programs continue.

Planning Commission – no meeting in April

Community Announcements:

Community Fire Company Will be deciding soon on when things will return .

Regional Monthly Recycling is, June 5th 2021 9AM-Noon.

Large Item Clean up Day is Saturday May 22nd 8am to Noon.

Office Closed Tuesday May 18th and Monday May 30th

Mini Monster Mash Held by cook's creek water shed Saturday June 19th 9 at Douglas in Springtown.

Shredder Event Saturday June 12th hosted by State Rep Shelby Labs, details on her website.

Public Comments:

Stephen Willey has EAC bylaws and will email them.

Lois Oleksa asked Solicitor Nelson about American Rescue Act

Dave Oleksa asked Solicitor Nelson about Insurance coverage. Secretary will call about our current coverages.

P. Cox asked about setting up a Community day committee.

Motion to Close by: KG second by RJ Vote 3-0-0

Time Closed:8:44pm

Chairman

Vice Chairman

Treasurer

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday June 8th, 7:30 PM
Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In: 1-872-240-3311 Access Code: 431-212-189

Call to Order / Pledge to American Flag / Roll Call Attendance: Time:7:32pm

Present: Supervisors: Kathleen Gentner, Chairman
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Peter Cox, Road Master
Danielle Cox, Administrator/Secretary
Peter Nelson, Solicitor

Absent: Ed Child, Zoning Officer

Approval of Minutes from May 11th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Monthly Financial Report as of May 31st, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable/Payroll as of June 8th, 2021-Motion by BM, second by RJ Vote: 3-0-0

Approval of Accounts Payable for M & T and Escrow as of June 8th, 2021-Motion by RJ second by BM
Vote 3-0-0

Motion to have Scott Mease update the 2003 Storm Water Ordinance. Allowing EAC and Planning Commission to review the updates . Motion by RJ second by BM Vote 3-0-0

Motion to have Peter Nelson update Refundable Escrow Accounts Fee Schedule and also add a policy explaining the change to the professional service packet for escrows. Motion by RJ, second by BM vote 3-0-0

Motion to fix Clerical error on January 4th, 2020, Re-org minutes page 4, paragraph 1. Noting in the official minute book to reference June 8th meeting minutes as to reason. Motion by RJ 2nd by BM Vote 3-0-0

Motion made to Approve Artisanal Structures change order to allow for the Water Distribution box to be repaired. Repair not to exceed \$1,200.00 Directing Pete Cox to see if we can obtain the materials at a lower cost and just have Artisanal make the repair. Motion by RJ 2nd by BM Vote 3-0-0

Motion to approve G&S builders to replace front officer door window for a cost of \$325.00. Motion by RJ 2nd by BM Vote 3-0-0

Dogwood Lane DG&LVR: Discussion was had on why paving/tar and chip was not done. Pete Cox explained the Dirt and Gravel Grant requirements. Supervisor agreed to have Pete get a price from AMS

on the cost of Tar and Chip and we will discuss again at the next meeting. Board requested Scott Mease to research whether a guardrail is required or not. Supervisor Millett asked about the Verizon line and if/when the concrete pipe will be removed. Waiting on final bills to complete grant paperwork.

M&T Grant for Mill Restoration:

- 50% completion update presented. Water Box repair discussed.

Pete Cox, Road Master : DT#2 DT3# state inspection done. DT#2 will need rear fuel tank straps. DT#1 and DT#4 will go in June. Clean up day went well. Big Blue needed an electric solenoid replaced. Messicks made the repair also checked hydraulic pressures to boom. 23.68 Tons of cold patch delivered. Waiting on Messicks for a delivery date of buzz saw and chipper.

Zoning/Building: Ed Child See attached report.

Environmental Advisory Committee: No Meeting, Lois met with Pete Cox about plantings and staining/painting retaining walls. Letter of Interest from Arlene Anderson was read. Supervisor Millett will be reaching out to her.

Durham Historical Society :Presented by David Oleksa. May meeting focused on insurance options.

Riegelsville Library: David Oleksa Reported meeting will be June 14th. Library is looking into options on all the books that have been dropped off/donated during covid.

Planning Commission – no meeting in May. Next meeting July 6th.

Community Announcements:

Community Fire Company #1 Breakfast returns Sunday September 19th

Regional Monthly Recycling is, July 10th 9am to Noon.

Cooks Creek watershed Annual Mini Monster Mayhem held on Saturday June 19th.

E. Waste Electronic Waste recycling event June 26th at the Riegelsville Fire House

Shredder event Hosted by Rep. Shelby Labs at Groveland Elementary school Saturday June 12th

Public Comments:

Residents D. Juall and E. Lewis brought up several questions and concerns about Dogwood Lane. Paving, home value decrease due to dirt road, pipe removal, guardrail.

Motion to Close by: KG second by RJ Vote 3-0-0

Time Closed: 9:25pm

Chairman

Vice Chairman

Treasurer

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday July 13, 7:30 PM

Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In: 1-224-501-3412 Access Code 306-435-685

Call to Order / Pledge to American Flag / Roll Call Attendance: Time:7:31pm

Present: Supervisors: Kathleen Gentner, Chairman
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Peter Cox, Road Master
Danielle Cox, Administrator/Secretary

Absent: Ed Child, Zoning Officer, Peter Nelson, Solicitor

Approval of Minutes from June 8th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Monthly Financial Report as of June 30th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable/Payroll as of July 13th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable for M & T and Escrow as of July 13th, 2021, Motion by RJ second by BM
Vote 3-0-0

Approval of Accounts Payable for State Fund Bills as of July 13th, 2021, Motion by RJ second by BM Vote
3-0-0

EAC Member: Supervisor Millett spoke with Arlene Anderson and feels she is well suited for the open position. Motion made to appoint Arlene Anderson to fill Kathleen Connelly's vacant member position for EAC. Motion by RJ second by BM Vote 3-0-0 Supervisor Millett reminded the EAC they still need a chairperson and discussed reaching out to resident David Juall about rejoining EAC.

Township Cell Phone : Tabled till August to get price from T mobile.

Winter service agreement reviewed by roadmaster, returned, and excepted by PennDOT.

Sunshine law: Admin Danielle Cox informed the board of the Act 65 amendment effective August 29th, 2021. Act applies to BOS, EAC and Planning Commission.

Shelby Labs: The board granted their request to use Durham Township building the 1st Wednesday of every month between the hours of 8am to 12 noon to assist residents with any needs they have.

Stouts Valley Bridge: Letter of intent from Bucks County read. Supervisor Johnson asked that we check into them improving access to the township park property.

E waste Project: Final report given. Company was highly informative and would definitely use again.

Community Day: Volunteers needed, crafter letters to go out this week.

American Rescue Plan: Received \$ 59,295.11 on July 7th. Discussed using money for cell phone, new plow truck. Supervisor Johnson asked if we could transfer funds into the M&T account.
Checking with Peter Nelson for guidance.

Dogwood Lane DG&LVR: Guardrail is required per Scott Mease, he is drawing up plans and Collision company will install. Paving costs for Dogwood lower portion alone are \$9,000.00. The cost to have the paving truck and Material for a full day is \$16,695.00. However, dirt and gravel require the grant be closed before paving and recommends waiting at least 1 to 2 years to. Penndot shuts down AMS paving in September and with waiting for guardrail to be installed we may be out of time for this year.

M&T Grant for Mill Restoration: Artisanal provided an update. 90% Completed as of July 5th. Supervisor Millet and Pete Cox will inspect the Mill once it is complete.

Pete Cox, Road Master : Buzzsaw and Chipper are in use, Safety guidelines being drawn up by Neil M. Fixing cracks in the mower on Big Blue, DT#1 and DT#4 were inspected DT#4 will need tires by this winter. DT#2 will be fitted for sides to hold debris from chipper. Road crew busy with storm clean up, cold patching. Big truck frame is rotting, will only get another few years out of it. Discussed starting to inquire on replacing it.

Zoning/Building: Ed Child secretary gave report.

Environmental Advisory Committee: No Meeting in June.

Durham Historical Society : Presented by David Oleksa. No Meeting held. Still working on insurance.

Riegelsville Library: David Oleksa reported Library updated their hours to Tues/Wed 9am to 5pm Thursday 9am to 6pm and Saturday 9am to 3pm. Teen reading continues on zoom. Story time has been extended. Board members participated in a zoom meeting on fundraising. Art Program to be held in Riegelsville Borough Hall meeting Room.

Planning Commission – Anthony Mills went over the PC's suggestions from their July 6th meeting on the McDevitt subdivision. Line of sight issues discussed as well as road width. Supervisor Johnson asked Roadmaster to keep checking on the line of sight concerns.

Community Announcements:

Community Fire Company Breakfast September 19th, hall rentals start 10/1

Regional Monthly Recycling is, August 7th 2021 9AM-Noon.

Public Comments:

Resident C. Mondics is concerned about speeding/ aggressive driving on 212. Resident K. Clark mentioned Kintner Road as well. Admin will contact state police.

Lois Oleksa asked what happens to the recycling collected by township. Admin to call DelGuerico's to see if they are actually recycling or how it is being disposed of.

Resident A Mills expressed his opinion that roadway improvements should not fall on the homeowner/subdivider.

Motion to Close by: RJ second by BM Vote 3-0-0

Time Closed: 8:52pm

Chairman

Vice Chairman

Treasurer

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday August 10th, 7:30 PM
Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In: 1-872-240-3412 Access Code: 998-617-821

Call to Order / Pledge to American Flag / Roll Call Attendance: Time:7:31pm

Present: Supervisors: Kathleen Gentner, Chairman
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Peter Cox, Road Master
Danielle Cox, Administrator/Secretary
Peter Nelson, Solicitor

Absent: Ed Child, Zoning Officer

Approval of Minutes from July 13th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Monthly Financial Report as of July 31st, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable/Payroll as of August 10th, 2021-Motion by BM, second by RJ Vote: 3-0-

Review Escrow Bills paid as of August 10th, 2021, Motion by RJ, second by BM Vote: 3-0-0

Motion to allow Admin to set up a Durham Township Cell phone with T mobile for \$27.36 a month. Unlimited talk/text Supervisor Johnson commented about keeping phone secure and resident Blake Timochenko suggested a case. Will purchase an otter box. Motion by RJ second by BM Vote 3-0-0

Motion to have Peter Nelson continue to research the Act 50 wireless resolution. Board requested information be posted to website so residents can voice their concerns. Discussed resolutions already in place, right of way and removal of device concerns. Motion by BM, second by RJ vote 3-0-0

Motion to table the McDevitt subdivision until September. Board is requesting a presentation by McDevitt and also Scott Mease be present. Residents J&R Clapperman asked Solicitor Nelson questions. Admin will contact them to join the September meeting. Motion by BM 2nd by KG Vote 3-0-0

Motion made to Open a new interest bearing savings account only after Solicitor Nelsons checks to see if interest bearing is required, otherwise we will use M&T account that is now not in use. Motion by RJ 2nd by BM Vote 3-0-0

Kmit Safety grant for 2021 was submitted. Requesting funds for flammable liquids safety cabinets.

Speeding Concerns: Being addressed by PSP.

Timochenko fence maintenance: Letter from owner is required giving public works permission to enter the property and not holding us responsible for any damage to shrubs or plants. Supervisor Genter requested Pete Cox to look into prices of having fence removed and installing a proper barrier in the correct location.

EAC Chairperson: David Juall will join the EAC as chairperson in January 2022. Bartley Millett will be joining the EAC as a nonvoting member. David Juall will contact EAC members for an informal meeting

on August 17th. Hoping a member takes the temporary chair position so we do not need to put a hold on the EAC.

Community Day: Due to covid concerns and lose of vendors we will only be offering Mill tours on October 9th 1 to 3pm.

Recycling: No response from DelGuerico's. We will continue to offer monthly recycling at this time however we may choose to discontinue it at the Re-org meeting. Currently 8-12 residents attend.

American Rescue Plan: Revised rules from treasury should be released in late August or September.

Resident L. Oleksa suggested we use funds for updated virtual system for meetings, new/quieter AC unit in meeting room and also deep cleaning of the whole meeting.

Dogwood Lane DG&LVR: Waiting on guardrail design from Christine Troxell. Road crew replaced pipe on upper portion of Dogwood.

M&T Grant for Mill Restoration:

- Nearly complete. Supervisor Millett reported his walk through on August 9th with Pete Cox and Dave Oleska. Artisanal has done a wonderful job so far.

Pete Cox, Road Master : Porch roof posts painted. Community bulletin board repaired and hung. Step fixed by meeting room door. Generator battery replaced. Jim Laubach started next round of roadside mowing

Zoning/Building: Ed Child See attached report.

Environmental Advisory Committee: No Meeting.

Durham Historical Society : Presented by David Oleksa. Insurance has been purchased. Durham Township is listed as additionally insured. Hoping to start programs back up. DHS will assist in the community day mill tours. A grant for new lighting in mill has been submitted. Green paint from Artisanal will be used to do some additional painting. Concerns over 90+ year old electric box on 4th floor.

Riegelsville Library: Back to full schedule. There will be a September book sale. Dates available on website. Masks are once again required.

Planning Commission – No Meeting. Next Meeting September 7th, 2021.

Community Announcements:

Community Fire Company No Events at this time.

- Township office will be closed August 25th, 26th and 27th. Voicemail will be monitored.
- Upper Bucks Senior Center will be reopening its doors on Monday, August 23, 2021 for activities. Congregate Meals (sandwiches and salads only) will resume on Tuesday, September 7, 2021
- Regional Monthly Recycling in September will be held on Saturday, September 11th 9AM-Noon.
- Shelby Labs will start holding satellite office hours here the 1st Wednesday of every month starting October 6th from 9am to noon.

Public Comments:

B.Timochenko reported increase in littering as well as an increase in the amount of people in the area of the Bucks County Park at Red Bridge and Rattlesnake Road. He is also seeing 4 wheelers in the creek area.

Motion to Close by: KG second by RJ Vote 3-0-0

Time Closed: 9:45pm

Chairman

Vice Chairman

Treasurer

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday September 14th, 7:30 PM
Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In: 1-312-757-3121 Access Code: 189-530-541

Call to Order / Pledge to American Flag / Roll Call Attendance:

Time: 7:31pm

Present: Supervisors: Kathleen Gentner, Chairman
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Peter Cox, Road Master
Danielle Cox, Administrator/Secretary

Absent: Peter Nelson, Solicitor, Ed Child, Zoning Officer

Approval of Minutes from August 9th, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Monthly Financial Report as of August 31st, 2021-Motion by RJ, second by BM Vote: 3-0-0

Approval of Accounts Payable/Payroll as of September 14th, 2021-Motion by RJ, 2nd by BM Vote: 3-0-0

Review Escrow Bills paid as of September 14th, 2021, Motion by RJ, second by BM Vote: 3-0-0

Review State Bills paid as of September 14th, 2021, Motion by RJ second by BM Vote 3-0-0

Motion to Purchase Equipment Trailer and (4) chains and (4) chain binders from Ringo Hill Farms. Total purchase price \$7,234.60. Motion by BM second by RJ Vote 3-0-0

Motion to except salt bid from Morton salt for 2021-2022 at \$57.88 Motion by RJ second by BM
Vote 3-0-0

Motion to fix Red Bridge Rd that was damaged in Hurricane Ida for approx. \$9250.00 using airport mix and using Eddie Litzenberger's equipment. Motion by RJ second by BM Vote 3-0-0

Motion made except bid by Derek Spier to disconnect old fuse box in mill. Fuse box to remain on the wall. Motion by RJ second by BM Vote 3-0-0

McDevitt Subdivision: Time extended by Crews engineering to December 30th, 2021. R & J Clapperman asked about if McDevitt has made the improvements Planning Commission suggested and how the approval process works.

UBREMS Donation: Letter requesting \$36,783.57 for 2022. Supervisor Genter concerned about having to raise taxes, Supervisors Millett and Johnson would like to see Audit information and calls run in Durham township. Will discuss again at budget time. A mill is equal to \$20,000

Hurricane Ida: September 2nd Durham signed disaster declaration; President granted Major disaster declaration September 10th releasing federal funds. 17 residential, 9 major 8 minor 3 inhabitable 1 business. 1 garage destroyed by fire. 2 farms effected; 8 autos totaled. Discuss the public damage and waiting on decision if federal public assistance will be available. No mandatory evacuations will be

issued for Red Bridge Rd. David Juall thanked Peter and Danielle Cox for all their hard work for the residents effected during this time. Zoning Officer to look into J. Matzak property and DEP inquiry.

EAC Chairperson: David Juall will join the EAC as chairperson in January 2022. Trying to reach Mark Foley. David Juall reports not much can be done unless a member steps down otherwise we have to wait till terms expire. D. Juall asked about weather station and resource protection plan "book"

Community Day: Mill tours on October 9th 1 to 3pm.

American Rescue Plan: Revised rules from treasury should be released in October. Unallocated funds will be distributed soon.

Act 50 wireless: No public comments so far, resident suggest sending out the link in a community update.

Dogwood Lane DG&LVR: Waiting on guardrail design from Christine Troxell, should have next week.

M&T Grant for Mill Restoration:

- Nearly complete Starting on final report. Still waiting for 2 windows to be installed and keys returned.

Pete Cox, Road Master : Storm Clean up hours as of 09/10/21 124.50 man hours and 73 equipment hours. Other than Red Bridge Rd there was a minimal amount of damage, some small washouts. Dogwood Culvert held up. All township ditches and pipes are clear. Durham boat needs to be leveled. Pete would like for the EAC and Cooks Creek watershed to do routine creek checks threw out the year. Pete would like zoning officer Ed Child to look into what the DEP decided with the concrete wall that was installed at J. Matzak, he believes that has a major part in flooding at the post office. Admin to look into getting prices on camera and new radio system. Jim Laubach has retired from roadside mowing. The board agreed to hire Donald Crouse as a part time skilled laborer. Steve Wasser may also be leaving at the end of the summer season. Anders will remain on a general laborer as needed. Started working on a 2021 budget items, road inspection with Supervisors in October.

Zoning/Building: Ed Child, report read by secretary

Environmental Advisory Committee: No Meeting.

Durham Historical Society : DHS has been cleaning and painting old zoning office, debris clean up. Richard Thaler donated deeds from the 1800's

Riegelsville Library: Book sale this coming weekend, Library usage is still growing.

Planning Commission – No Meeting.

Community Announcements:

Community Fire Company No Events at this time.

- Township office will be closed August 25th, 26th and 27th. Voicemail will be monitored.
- Upper Bucks Senior Center will be reopening its doors on Monday, August 23, 2021 for activities. Congregate Meals (sandwiches and salads only) will resume on Tuesday, September 7, 2021
- Regional Monthly Recycling in September will be held on Saturday, September 11th 9AM-Noon.
- Shelby Labs will start holding satellite office hours here the 1st Wednesday of every month starting October 6th from 9am to noon.

Public Comments:

Timochenko: Concerned about maintaining trail race. Wondering if speed humps can be installed old furnace. Secretary will look into what is required. Supervisor Gentner requested we inform the police of the complaint.

D&L Oleska: asked about roadway mowing on Durham Rd, that is the states responsibility. Debris and drainage issues on Durham Rd since Hurricane Ida, Pete advised them that the state has been notified and were out to look at it. Very concerned about truck traffic, speed and size of trucks using Durham coming from neighboring townships. Board will look into what can be done since it is a state rd.

R&J Clappermans: Concerned about L.O.S issues at the 90' corner on Mine Hill Rd. Advised that homeowners could put up a mirror if they would like.

Motion to Close by: KG second by RJ Vote 3-0-0

Time Closed: 9:29pm

Chairman

Vice Chairman

Treasurer

Dial In: 1-872-240-3412 Access Code: 998-617-821

Motion made to have Solicitor Peter Nelson draft a letter from the Board of Supervisors to the Palisades School Board in support of our residents requesting they open the school board meetings to the public per the Sunshine Act. Motion by RJ 2nd by BM vote 3-0-0. Residents B. and L Timochenko asked what happened to public meeting and how are they being currently run.

Motion made to have Solicitor Colby Grim draft a license agreement for B. Timochenko to sign allowing township personal to enter the property in order to get estimates of removing the fence. This is for removal only and we will discuss the zoning requirements with Ed Child on replacement options and rules such as buffering requirements. Resident Timochenko will contact Colby Grim on where to send the letter. Would like to have letter signed and estimates to start coming in by the November 9th meeting.

Motion made to order the Flammable cabinets and spill kits with the KMIT grant money. Motion by RJ 2nd by BM vote 3-0-0

2022 Public Budget meeting will be held Wednesday October 27th at 10. Road inspection immediately following.

2020 Census: 1094 Residents

Hurricane IDA: Last day to register for Fema funds is November 10th. Supervisor Johnson submitted the 5th dumpster receipt. \$729.10

American Rescue Plan: New report due date April 30,2022.

M&T Grant for Mill Restoration: Starting on final report, waiting on last 2 windows and shutters to be hung.

Pete Cox, Road Master : Pete thanked Eddie Litzenberger for all his help completing Red Bridge Road, Ditch work on township roads is almost complete. Going through snowplow parts and taking inventory and ordering surplus supplies due to shipping and inventory issues. Researching PennDOT's Agility program for roadside mowing. Supervisors Gentner suggested reaching out to Senator Mensch office for help

Zoning/Building: Ed Child No Report

Environmental Advisory Committee: No Meeting in September. David Juall thanked Mark Foley for his time in the EAC and let the board know that Mark is available to be an advisor if ever needed in the future. Next meeting October 19th at 7pm

Durham Historical Society : Presented by David Oleksa. DHS applied for and received a \$3000.00 grant for inside lighting enhancements for the mill's main features. Hoping to have estimates for the board to approve at the November 9th meeting.

Riegelsville Library: Library has been busy; the used book sale was a big success and made approx. \$5,000. David Oleska reported it was nice to see a lot of Durham residents supporting their local library

Planning Commission – No Meeting.

Community Announcements:

Community Fire Company No Events at this time.

- Monthly Recycling Saturday November 6th 9 am to noon
- November 2nd is Election Day, offices are closed
- Shelby Labs will be here November 3rd and December 1st .
- Riegelsville Fall Roll out Sunday November 7th 8am to 2pm

Public Comments: None

Motion to Close by: KG second by RJ Vote 3-0-0

Time Closed: 9:31pm

Chairman

Vice Chairman

Treasurer

MINUTES of MEETING
Durham Township Board of Supervisors
Tuesday November 9th, 7:30 PM
Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In: 1-408-650-3123 Access Code: 147-020-717

Call to Order / Pledge to American Flag / Roll Call Attendance:

Time: 7:32pm

Present: Supervisors: Kathleen Gentner, Chairman
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Peter Nelson, Solicitor
Danielle Cox, Administrator/Secretary
Kate Budlong, Bookkeeper
Absent: Ed Child, Zoning Officer, Peter Cox Roadmaster

Approval of Minutes from October 12th, 2021-Motion by BM, second by RJ Vote: 3-0-0

Approval of Monthly Financial Report as of October 31st, 2021-Motion by RJ, second by BM 3-0-0

Approval of Accounts Payable/Payroll as of November 9th, 2021-Motion by RJ, second by BM 3-0-0

Review Escrow Bills as of November 9th, 2021-Motion by RJ second by BM Vote 3-0-0

Announce Executive Board Meeting on October 27th, 2021, to discuss legal matters

Motion to accept Draft Budget Motion by RJ second by BM Vote 3-0-0 Discussed Foreign Fire and transfer funds for Road repair and maintenance. Budget will be posted and advertised.

Acknowledgement of the Ag Security Application for 845 SpringHill Rd Solomon Asser property Motion by RJ second by BM Vote 3-0-0. D. Juall and L. Bucci asked question about location.

Motion to discontinue monthly recycling as of December 31st, 2021, due to lack of participation. Motion by RJ second by BM Vote 3-0-0. D. Juall agrees, L. Oleska asked about large item cleanup day and using the new chipper for compost to offer to residents. RJ and BM asked about the bins.

Motion to table 2021 Hazard Mitigation Plan Resolution until Peter Nelson can review. Admin to post the plan on webpage Motion by BM second by RJ Vote 3-0-0

Motion to allow Peter Cox look for winter CDL drivers Motion by BM second by RJ vote 3-0-0

IDA~ Motion to appoint Danielle Cox as designated Agent Motion by RJ second by BM vote 3-0-0

American Rescue Plan~ Discussed Planning Commissioners requesting monies for Ambulance services. Peter Nelson advised to hold off until final rules are released.

Timochenko Fence~ Motion to table until December due to Blake not being present and agreement not being signed. L. Timochenko asked about a timeline Motion by RJ second by BM vote 3-0-0

Grant Update:

M&T Mill Restoration~ Waiting on final bill. Started close out report

Dogwood Lane~ Delineators installed.

Kmit~ Close out report accepted 11/3/21 Grant closed

Road Master Report given by Admin. Delineators installed on dogwood. V box installed on DT 3. Other snow equipment being prepped.

Zoning/Building: Ed Child Report read by Admin

Environmental Advisory Committee: D. Juall reports 1st meeting was very productive. Committees set up, Thanked the BOS for their budget for 2022. Clean up on 611 on Sunday November 14th. Peter Nelson

will look into waivers needed. \$500.00 budget for mural still in place. Discussed having Scott Mease at certain meetings when needed. Discussed Cooks Creek watershed conservation plan and stream bed study.

Durham Historical Society :Presented by David Oleksa. Annual Meeting will be November 30th. Getting proposals on lighting.

Riegelsville Library: David Oleksa Reported Things are going well; Halloween parade was held at the Riegelsville Fire house and was attended by 80-90 people.

Planning Commission – no meeting in November

Community Announcements:

December 4th is the final monthly recycling. 9am to 12 noon.

Shelby Labs office will be here Wednesday December 1st from 9am to 12 noon.

Office will be closed November 11th, 25th and 26th.

Motion to Close by: KG second by RJ Vote 3-0-0

Time Closed:8:55pm

Chairman

Vice Chairman

Treasurer

MINUTES of MEETING
December 14th , 2021 7:30 PM
Township Building Meeting Room
Resident Participation in person and via GoToMeeting
Dial In : +1 (872) 240-3311 Access Code 843-776-677

Call to Order / Pledge to American Flag / Roll Call Attendance: Time: 7:30pm
Review & Approval of Minutes from November 9th, Regular Meeting Motion by: RJ 2nd: BM 3-0-0
Review & Approve Monthly Financial Report as of November 30th, 2021, Motion by: RJ 2nd: BM 3-0-0
Review & Approve Accounts Payable/Payroll as of December 15th, 2021, Motion by: RJ 2nd: BM 3-0-0
Review Escrow Bills paid as of December 14th, 2021, Motion by: RJ 2nd BM 3-0-0

Call to Order / Pledge to American Flag / Roll Call Attendance: Time: 7:32pm

Present: Supervisors: Kathleen Gentner, Chairman
Bartley Millett, Vice Chairman
Richard Johnson, Treasurer
Colby Grim, Solicitor
Peter Cox, Roadmaster
Danielle Cox, Administrator/Secretary
Scott Mease, Engineer
Absent: Ed Child, Zoning Officer

A moment of silence was held in honor of Peter Bent

Eddie Litzenberger was named Citizen of the year

Motion to adopt Resolution 2021-04 Hazard Mitigation Plan Motion by: BM 2nd by RJ Vote 3-0-0

Motion to except estimate from Golden Bear in the amount of \$4,200 for heater replacement

Motion by RJ 2nd by BM Vote 3-0-0

Motion to advertise 2022 meeting dates after correction was made Motion by RJ 2nd by BM vote 3-0-0

Motion to appoint Thomas Cline to replace auditor Andy Farese (12/31/2025) and appoint Steve Corsello (12/31/25) Motion by RJ 2nd by BM vote 3-0-0

Update Given that the Solomon Asser Farm ad was published and is now being sent to DT and BC Planning Commission.

Motion made by RJ 2nd by BM to amend agenda to add excepting the bid from Mammoth Restoration to complete the Post office repair work in the amount of \$4,822.29 Motion by RJ 2nd by BM Vote 3-0-0

2022 Budget: Motion made by RJ 2nd by BM Vote 3-0-0 L. Bucci, and K. Clark had questions about Salaries

McDevitt Subdivision: The BOS approved the following

Section 402 b - Waiver: Waived approval for a Preliminary Plan and allow Applicant to obtain approval for a Preliminary / Final Plan of Major Subdivision.

Section 403 g - Waived approval of the application as a Preliminary / Final Plan of Major Subdivision.

Section 502 - Waived plan scale of 1"

Section 502b - Waived location of all features on Plan within 500 feet of site and allow Applicant to use a high resolution aerial Photography in lieu of mapping survey of surrounding features.

Section 605 Partial Waiver: Waived the submission of the entire plan for Bucks County Conservation District approval of the erosion control plans as a condition of subdivision approval to avoid the need to obtain an NPDES permit as a result of the potential earth disturbance for all Lots, however, Applicant and/or Applicant's heirs, successors and assigns shall be required to obtain approval for erosion controls from Bucks County Conservation District at the time the individual Lots are developed. A note to this affect shall be added to the plan.

Section 706 - Partial Waiver: Waived streetlight and/or lamp requirement on Lot 1 however, Applicant and/or Applicant's heirs, successors and assigns shall be required to comply with this Section and install streetlamps marking the driveways on Lots 2 and 3 at the time of development. A note to this affect shall be added to the plan.

Section 606 Partial Waiver: Waived the requirement to place street trees along lot 2, however, Applicant shall be required to comply with this Section and plant street trees on Lots I and 3. A note to this affect shall be added to the plan.

Section 606(b) & 709(a) - Waiver: Waived installation of curbs.

Section 611 Waiver: Waived installation of sidewalks.

Section 716 - Partial Waiver: Waived requirement for one Lot to allow Applicant the right to install a utility pole on Mine Hill Road to service Lot 3. A note to this affect shall be added to the plan.

704(d) Partial Waiver: Waived certain road improvements, except for the following improvements along Lot 2: a 6 foot wide grass shoulder; cut back bank; install a swale for adequate drainage; erosion controls; and all necessary earthwork. All plans and work shall be completed at the time of development of Lot 2 and must be submitted to and approved by Township Engineer and Bucks County Conservation District. A note to this affect shall be added to the plan.

L. Oleksa had questions/concerns about the aerial photo, lot trees and water run off

IDA/Fema Grant: On the advice of Peter Nelson, we will not be pursuing the grant.

American Rescue Plan~ Tabled until January

Timochenko Fence~ Tabled until January

Grant Update: M&T Mill Restoration~ Final bill from Artisanal received, started closeout report

Dogwood Lane~ Roadmaster gave final report. Payment received. Grant closed

Road Master Cleaning ditches, doing fall clean up. Lehnberg shoulder work. Snow removal equipment is ready.

Zoning/Building: Ed Child Report read by Admin

Environmental Advisory Committee: Report read by admin Facebook page being updated. Rte. 611 clean up. 2022 spring walk of Cooks Creek planed. Weather station will not be replaced. Discussed township mural. Regional EAC committee formed to discuss deer overpopulation. No December meeting.

Durham Historical Society :Presented by David Oleksa. Annual report read about all that was accomplished this year while still dealing with Covid. Several Donations of deed, legal documents and receipts received. Good following on Instagram and Facebook.

Riegelsville Library: David Oleksa Reported Received donations to cover the cost of replacing the AC unit. Would be interested in idea on getting younger generation to donate. Changes to the Bucks County library system that staff will be attending a class on. Fundraising walking tour of Riegelsville being discussed

Planning Commission – no meeting in December. ReOrg and Regular meetings on January 4th at 7:30

Community Announcements:

December 19th Breakfast with Santa at the Riegelsville fire house
Shelby Labs office will be here Wednesday January 5th from 9am to 12 noon.
Office will be closed December 24th and 31st

Public Comment: L. Oleksa Post office is shown in flood plan on flood map

Motion to Close by: RJ 2nd by BM Vote 3-0-0

Time Closed: 9:36pm

Chairman

Vice Chairman

Treasurer