

BUCKS COUNTY CONSORTIUM

Thursday, February 2, 2017

Meeting Minutes

1. Call to Order:

A meeting of the Bucks County Consortium was held at 9:00 a.m. at Warwick Township, on February 2, 2017, and called to order by Consortium President William Wert.

2. Roll Call, Introductions and Community Updates:

The following Bucks County communities were represented at the meeting:

Dana Cozza, Buckingham Township
Sandra Zadell, Chalfont Borough
Autumn Canfield, Doylestown Township
Stephanie Mason, Doylestown Township
Dave Tomko, Doylestown Township
Angela Benner, Dublin Borough
Anne Vidunas-Gladwell, Lower Makefield Township
Terry Fedorchak, Lower Makefield Township
John McMenemy, Lower Southampton Township
Scott Sadowsky, Middletown Township
Brian Shapiro, Middletown Township
Eileen Bradley, New Britain Township
Cathie Thomas, New Hope Borough
Robert Pellegrino, Northampton Township
Bill Wert, Northampton Township
Michael Walsh, Northampton Township
Carolyn McCreary, Plumstead Township
Mark Fournier, Telford Borough
Joseph Golden, Upper Southampton Township
Herb Schoell, Upper Southampton Water & Sewer Authority
Gregg Schuster, Warminster Township
Amanda Zimmerman, Warminster Township
Barry Luber, Warrington Township
Kyle Seckinger, Warwick Township
Greg Lippincott, West Rockhill Township

Sponsors:

Chris Englebert, Beirne Wealth Consulting
Jim Gray, RBC Capital Markets
Carol Binham, DVIT
Chris Tomlinson, InR
Dave Wolgam, Meyner Center at Lafayette College
Chuck Raudenbush, Waste Management

2. Approval of Minutes – November 3, 2016:

Upon motion by Stephanie Mason, seconded by Sandra Zadell, the Minutes of November 3, 2016 were approved as presented.

3. Treasurer's Report and Payment of Bills:

Bill Wert presented the Treasurer's Reports for November 2016, December 2016 and January 2017.

4. Presentations:

Grant Programs: Mr. Wert introduced Jamar Kelly, Local Government Specialist with the PA Department of Community and Economic Development.

Mr. Kelly thanks the consortium for having him and stated that he wants to make sure everyone is aware of the different grant opportunities and increase participation in grant programs for Southeast PA.

Early Intervention Program (EIP): The EIP is designed to offer a pre-emptive step for municipalities who feel as if their financial situation, while not yet formally declared distressed, are realizing difficulties and seek to improve their financial position. The EIP supports municipalities by offering grants that can be used to fund costs associated with hiring an independent financial consultant to prepare a three to five-year financial plan and management review of their municipality. The program provides fiscal stability to local governments and is administered by the Governor's Center for Local Government Services (GCLGS) in the Department of Community and Economic Development (DCED).

Greenways, Trails & Recreation: Mr. Kelly stated that funding is available for the planning, acquisition, development, rehabilitation and repair of greenways, recreational trails, open space, parks and beautification projects. The current grant round opens March 1, 2017 and closes July 31, 2017. Grants available up to \$200,000 with a 50% match requirement.

Multimodal Transportation Fund (MTF): Mr. Kelly stated that the MTF provides grants to encourage economic development and ensure that a safe and reliable system of transportation is available to the residents of PA. The program is intended to provide financial assistance to municipalities to improve transportation assets that enhance communities, pedestrian safety and transit revitalization. The program will be jointly administered by the DCED and PennDOT under the direction of the Commonwealth Financing Authority. Mr. Kelly also stated that this funding source is separate from PennDOT's Multimodal Program. Grants available for projects with a total cost of 100,000 or more but shall not exceed \$3,000,000 with a 30% match requirement.

Blight Assistance: Mr. Kelly stated that DCED and the Housing Alliance of PA provide three options for High-Impact Locally Driven Code Enforcement, Blight and Land Bank Training and Technical Assistance.

Blight Planning provides a Five Step Fast Track Blight Plan and a trained facilitator for 3-6 months to guide them through the development of a community-driven blight action plan using the five step, fast track method. The Grant is \$12,000 for 100 hours of technical assistance.

Land Banks-Locally Driven Technical Assistance provides a PA Land Bank Resource Guide and tailored technical assistance on a local land bank includes: Needs assessment; presentations to key constituencies/general public; preparation of Supporting documents including ordinance authorizing a land bank and any necessary intergovernmental cooperation agreements. Grant is \$12,000 for 100 hours of technical assistance.

Code Enforcement – Best Practices provides a Blight to Bright handbook and tailored technical assistance and training on best practices in code enforcement including legal aspects of code enforcement systems. Grant is \$12,000 for 100 hours of technical assistance.

Electronic Recycling: Mr. Wert introduced George Limbach, President and Maurice Jones, Operations Manager of PAR-Recycle Works.

Mr. Limbach stated that PAR-Recycle Works is a not for profit organization that provides employment to those re-entering from incarceration. PAR-Recycle Works collects all types of electronics. The only cost is \$30 per tube television, otherwise the recycling of electronics is free. Mr. Jones stated that they bring a crew to the location of the

collection and take everything with a cord. Mr. Jones stated that they would 5-6 weeks lead time in order to set up a recycling event in a community. Mr. Jones stated that they would just ask for the Municipality to provide some form of traffic control.

5. Discussion:

Articles of Agreement Proposed Revision: Mr. Wert stated that everyone had been provided a draft of the revised version of the Articles of Agreement. The revision to allow Assistant Managers in addition to Managers to serve as Consortium President as well as allowing Assistants to the Manager to serve as Consortium Coordinator.

Upon motion by Gregg Schuster, seconded by Stephanie Mason, the amendment to the Articles of Agreement were approved as presented.

Salary Survey: Mr. Wert introduced Scott Sadowsky from Middletown Township, who is overseeing the salary survey. Mr. Sadowsky stated that the salary survey will be similar to 2016 with some additional line items added based on feedback from 2016. Mr. Sadowsky stated that Angela would be sending out the surveys to the municipalities over the next couple days. The salary survey is due March 2, 2017.

Scholarship: Mr. Wert announced that the Executive Committee awarded two APMM Scholarships for 2017. The scholarships were awarded to Amanda Zimmerman from Warminster Township and Angela Benner from Dublin Borough.

Coordinator Compensation Adjustment: Mr. Wert stated that the Executive Committee is recommending a increase in the Coordinators compensation to \$300/month.

Upon motion by Bob Pellegrino, seconded by Terry Fedorchak, the Coordinator's Compensation was increased to \$300 a month.

6. Other Business:

PSAB Grant Workshop: Carol Bingham announced that PSAB is holding a grant workshop on September 14, 2017 from 8:00 a.m. – 10:30 a.m. with DVIT.

Verizon Franchise Agreement: Bob Pellegrino stated that a meeting will be scheduled for the end of March for negotiations of the Franchise Agreement. Mr. Pellegrino stated that this is a 2-part negotiation, part one is for the contract and part 2 is for the municipalities to make sure they are getting what meets their needs. If anyone has any points they would like addressed they can contact Bob directly.

Doylestown Township: Stephanie Mason announced that Dick John is retiring in March and she introduced his replacement Dave Tomko.

The next meeting was scheduled on March 2, 2017 at New Britain Township.

Respectfully Submitted,

Angela P. Benner
Consortium Coordinator