

PLUMSTEAD TOWNSHIP BOARD OF SUPERVISORS

February 28, 2019

Meeting Minutes

A public worksession of the Plumstead Township Board of Supervisors was held on Thursday, February 28, 2019 at 7:30 p.m. at the Plumstead Township building, 5186 Stump Road, Plumsteadville, PA.

Present:

Brian Trymbiski

Chair

Nick Lykon

Secretary

Daniel Hilferty

Treasurer

Darren Carroll

Asst. Secretary/Asst. Treasurer

Peter Nelson, Esq.

Township Solicitor

Timothy Fulmer, P.E.

Township Engineer

Carolyn McCreary

Township Manager

Chairman Trymbiski called the meeting to order at 7:30 p.m. with a moment of silence and Pledge of Allegiance. Kent Baird, the Township's Planning Consultant, attended at the request of the Board of Supervisors.

PUBLIC COMMENT: None

Mr. Trymbiski stated that the purpose of the meeting was to discuss the possibility of the Township developing and adopting an Official Map.

Mr. Nelson spoke to the Board about the purposes of a map, stating the question for a Board is why they want it, and what they want to show on it. He stated roads, parks, libraries, bike lanes, walking paths, and riparian buffers are some items that can be shown on the map. He noted it puts property owners on notice about possible future improvements, and also is used to inform potential developers of these uses. He explained the official map has more authority than the Township's Comprehensive Plan, which is why municipalities may choose to adopt one. Mr. Nelson described the official map adopted by Bedminster Township, stating it covers land along Swamp Road (SR313) to provide reverse access onto Route 113, and reduce local traffic off Route 313. He stated when Weiss Supermarket was being proposed the developer was shown the map and told to include the reverse access on their plan.

Mr. Fulmer spoke about how his office would develop the map using existing data they have. Mr. Carroll inquired about the cost to draft the map, with Mr. Fulmer responding the cost could vary depending on the amount of information to be included on the map. Mr. Fulmer indicated his office has GIS mapping from Bucks County and detailed maps which were developed for MS4 (stormwater) compliance purposes. He described the role of the map in the review of proposed subdivision and land development applications referencing Mr. Nelson's example.

Mr. Trymbiski asked for more information about what could potentially be included on the map. Mr. Fulmer and Mr. Nelson explained the map could have as much or as little identified as the Board determines appropriate. They indicated they were only providing examples and

not making specific recommendations. Ms. McCreary stated if the Township had a plan to expand a water system that would involve another tank or booster station they could be added.

The Board sought clarification from Mr. Nelson about the time limitation a Board would have on a property identified on an official map as being reserved for possible future uses, and how it would impact a property owner or developer who chooses to move forward with a plan to develop the parcel identified on the map.

Mr. Nelson explained the process to prepare and adopt an official map, stating Mr. Fulmer would prepare the map based on the input and direction provided by the Board of Supervisors and his office would prepare the ordinance. He referenced the publication, posting and advertising requirements. It was pointed out notification to adjacent municipalities would be required if the planned improvements noted on the official map end at their border (i.e. a road). Mr. Nelson stated they would have 45 days to comment. Once the ordinance is available for adoption a public hearing is held. Upon adoption the official map can then be recorded.

Mr. Baird discussed potential uses for an Official Map, citing how other municipal clients have utilized it in their planning activities. He specifically identified the area behind the Plumsteadville Volunteer Fire Co. as a potential "village green" and paper streets in the Plumsteadville Village area the Board may be interested in pursuing in the future. Mr. Lykon stated the County Planning Commission staff recommended the Township consider developing an official plan when the trail plan was adopted. Mr. Baird stated an official map is supposed to speak to the goals of a municipality's comprehensive plan.

Motion by Mr. Carroll, seconded by Mr. Lykon to authorize the professionals to determine estimates of time for data collection to determine a cost for the preparation of an official map. Mr. Hilferty stated he sees no need for this since the Township has other maps and plans which will provide the information. With no additional, the vote was 3-1 with Mr. Hilferty dissenting.

Fund Balance Policy

Mr. Lykon asked to continue the Board's discussion from their February 26 public meeting, noting he would like to see consensus to develop a policy sooner rather than later. Ms. McCreary distributed copies of a draft policy which included the purpose of the policy, definitions, the policy itself and the process. She stated Mr. Busillo had added some language based on the emailed draft she sent to the Board, and outlined his reasons for the changes. She noted Ms. Busillo could not attend the meeting due to a professional commitment.

Mr. Trymbiski distributed a publication put out by Moody's Investor Service explaining their rating methodology for U.S. Local Government General Obligation Debt. He directed the Board's attention to specific sections, noting they measure the fund balance over five years. He stated they believe a five-year window is representative of a full economic cycle, and maybe the Township should consider five years instead of three when looking at a specific fund's average expenditures. He noted these prescribed formulas provide a quality framework with a

quality institution behind them. Mr. Hilferty stated it would be beneficial if the Board knew exactly what the basic operating expenditures are without the one-time projects or purchases. Mr. Lykon explained his rationale for wanting to see a fund balance policy adopted.

ADJOURNMENT

Motion by Mr. Hilferty, seconded by Mr. Carroll to adjourn at 9:15 p.m. With no additional comment, all voted in favor 4-0.

Respectfully submitted

Carolyn McCreary
Township Manager

Date approved: