

**WARWICK TOWNSHIP**  
Board of Supervisors Meeting Agenda  
**March 18, 2019**

Members Present: Judith A. Algeo, Esq., Chair  
Edward P. Thompson, Member

Absent: John W. Cox, Vice Chairman

Others Present: Kyle Seckinger, Township Manager  
Mary Eberle, Esq., Township Solicitor  
Michele Fountain, P.E., Township Engineer  
Catherine Topley, Recording Secretary

■ **CALL TO ORDER:**

The Warwick Township Board of Supervisors' March 18, 2019 public meeting, held at Warwick Township Administration Office, 1733 Township Greene, Jamison, PA., was called to order at 7:00 p.m., by Judith A. Algeo Chair, who then led attendees in the pledge of allegiance.

■ **APPROVAL OF MINUTES:**

⇒ Monday, February 18, 2019 Board of Supervisor Meeting Minutes

**Motion by Chair Algeo to approve The Board of Supervisors Meeting Minutes for Monday, February 18, 2019.**

**Second to motion by Mr. Thompson**

Chair Algeo invited comment or discussion. There being none the vote was called.

**Motion passed unanimously**

■ **EXECUTIVE SESSION**

The Board of Supervisors' met in an executive session prior to this evenings meeting to discuss matters of litigation and personnel.

■ **ANNOUNCEMENTS:**

1. The 24<sup>th</sup> Annual Egg Hunt will be held Saturday, April 13<sup>th</sup> at 1 pm at Community Park. Its recommended that you get there early as parking can be difficult. This is a very popular event.

■ **CITIZEN'S COMMENT:**

No citizen comments.

■ **MANAGER'S REPORT:**

⇒ Bucks County Adopt-A-Book Program Presentation

Robin Robinson from the Recorder of Deeds office was here to talk about the Adopt-A-Book Program. The Recorder of Deeds office is in the process of restoring the county's old deed books. Both Ms. Algeo and Mr. Thompson felt that this was a great idea. Ms. Algeo stated that the Township would like to donate \$2,000 to the project. Ms. Robinson asked if they would like to see a completed book since she

brought one containing information on the Moland House. Ms. Robinson stated that she would have a plaque placed on this book for the Township and that we could display the completed book at the township building.

The board and residents in attendance took a moment to review the completed restored book.

**Motion by Chair Algeo to approve donating \$2,000 to the Bucks County Adopt-A-Book program.**

**Second to motion by Mr. Thompson**

Chair Algeo invited comment or discussion. There being none the vote was called.

**Motion passed unanimously**

⇒ Resolution 2019-14: 2019 Fee Schedule Amendment – To Consider Approval

Mr. Seckinger stated that following a recent FCC ruling, the township is limited in the fees it can charge for small wireless facilities. Specifically, \$1,000 for new non-tower based facilities and \$500 for alterations to existing non-tower based facilities.

Additionally, our police department is being inundated with fingerprinting requests, specifically from non-residents. After researching neighboring townships, it was found that Warwick is the only township not charging for this service. Therefore, we recommend instating a modest fingerprinting fee.

Ms. Algeo asked Chief Goldberg if he felt that the \$5 for residents and \$10 for non-residents was enough and he stated it was.

**Motion by Chair Algeo to approve Resolution 2019-14: 2019 Fee Schedule Amendment.**

**Second to motion by Mr. Thompson**

Chair Algeo invited comment or discussion. There being none the vote was called.

**Motion passed unanimously**

⇒ Bucks County Consortium Highway Materials Bid – To Consider Award

Mr. Seckinger stated that the low bid for asphalt this year is Miller Materials. And the low bid for stone, accounting for travel time, is Eureka Stone Quarry. He recommends awarding to Miller Materials and Eureka Stone Quarry.

**Motion by Mr. Thompson to approve awarding the 2019-2020 Highway Materials Bid to Miller Materials and Eureka Stone Quarry.**

**Second to motion by Chair Algeo.**

Chair Algeo invited comment or discussion. There being none the vote was called.

**Motion passed unanimously**

⇒ UCC Appeals Board Vacancy – To Consider Appointment

Mr. Seckinger stated that we have three residents interested in the vacancy on the Uniform Construction Appeals Board. They are Christopher Walker, Mike Italia, and Paul Alviggi. All three have the relevant backgrounds needed to be on this technical board.

Ms. Algeo stated that the board would like to appoint Christopher Walker since Mr. Italia is currently on two boards and keep Mr. Alviggi on file for the next Board/Commission opening.

**Motion by Chair Algeo to approve appointing Mr. Christopher Walker to the Uniform Construction Appeals Board.**

**Second to motion by Mr. Thompson**

Chair Algeo invited comment or discussion. There being none the vote was called.

**Motion passed unanimously**

⇒ DVRPC Municipal Bridge Design Engineer – To Consider Selection

Mr. Seckinger stated that we were awarded the DVRPC Municipal Bridge Grant last year for the rehabilitation of the Dark Hollow Road and Fairway Drive Bridges. The grant provides an 80% reimbursement of expenses (up to \$322,247) as long as the bridge is no longer deemed deficient. Mr. Seckinger obtained proposals from three local engineering firms with the proper PennDOT certification to perform bridge design. The three firms were recommended and have experience working with CKS. They are McMahon, Traffic Planning and Design, and M Baker Intl. Only McMahon and TPD submitted proposals. Both firms were interviewed and based on their interviews, references, and relevant work experience, Mr. Seckinger recommends selecting McMahon at \$93,800. The initial estimate for design, permitting, inspection, and bid prep was \$88,500. The plan is to rehab one bridge in 2019 and one in 2020.

Ms. Algeo asked if the Fairway Drive bridge would be done first. Ms. Seckinger stated that whichever bridge would take less time would be completed this year as we are already half-way through March.

**Motion by Chair Algeo to approve selecting McMahon for the rehabilitation of the Dark Hollow Road and Fairway Drive Bridges.**

**Second to motion by Mr. Thompson**

Chair Algeo invited comment or discussion. There being none the vote was called.

**Motion passed unanimously**

⇒ Treasurers Report February 2019

Fund balances for February 2019 are as follows, subject to audit:

General Fund	\$	10,760,125
Firehouse and Equipment	\$	633,899
Road Machinery Fund	\$	-22,877
General Obligation / Sinking Fund	\$	413,503
Capital Projects Fund	\$	61,022
Highway Aid Fund	\$	3,379
Parks and Recreation	\$	639,191
Parks and Recreation Capital Fund	\$	387,934
Capital Reserve	\$	<u>267,378</u>

Total      \$ 13,143,554

**Motion by Chair Algeo to approve the Treasurer's Report for February 2019 as prepared by Becki Wilhelm, Finance Director, subject to Audit.**

**Second to motion by Mr. Thompson.**

Chair Algeo invited comment or discussion. There being none the vote was called.

**Motion passed unanimously**

⇒ Bill Payments: 3-4-19 and 3-18-19

Mr. Seckinger requests approval of the bill payments for March 4, 2019 totaling \$42,301.91, and March 18, 2019 totaling \$201,473.06 subject to audit.

**Motion by Chair Algeo to approve the March 4, 2019 and March 18, 2019 Bill Payments, Subject to audit.**

**Second to motion by Mr. Thompson**

Chair Algeo invited comment or discussion. There being none the vote was called.

**Motion passed unanimously**

■ **SOLICITOR'S REPORT:** None.

■ **ENGINEER'S REPORT:** None.

■ **OLD BUSINESS:** None.

■ **NEW BUSINESS:** None.

■ **PUBLIC COMMENT:** None.

■ **ADJOURNMENT:** The March 18, 2019 Warwick Township Board of Supervisors' public meeting was adjourned at 7:14 pm.

These minutes were approved at the  
Board of Supervisors' meeting held: 4-15-19

Respectfully submitted,



Kyle W. Seckinger  
Township Manager