

WARWICK TOWNSHIP
Board of Supervisors Meeting Agenda
August 19, 2019

Members Present: Judith A. Algeo, Esq., Chair
Edward P. Thompson, Jr., Member
John W. Cox, Vice Chairman

Others Present: Kyle W. Seckinger, MPA, 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' August 19, 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, July 15, 2019, Board of Supervisor Meeting Minutes

Motion by Mr. Thompson to approve The Board of Supervisors Meeting Minutes for Monday, July 15, 2019.

Second to motion by Chair Algeo

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

Motion passed. Vice Chair Cox abstained.

■ **EXECUTIVE SESSION**

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

■ **ANNOUNCEMENTS:**

1. The Township offices will be closed Monday, September 2, 2019, in observance of the Labor Day Holiday.
2. Turkeytrot Road, from Brook Lane to Guinea Lane, is closed between today August 19 thru August 30, hopefully sooner, for the replacement of a road culvert. Detour signage is in place. Land Road is the official detour.

■ **CITIZEN'S COMMENT:**

Greg Mester of Fairview Dr., wanted to let the Board know that he took his grandchildren to Warwick Memorial Park and they loved it, it was very nice.

■ **MANAGER'S REPORT:**

- ⇒ Bucks County Recorder of Deeds:
 - a. Photo with the Board of Supervisors
 - b. Present Deed Book for public viewing at the township building

Robin Robinson was here from the Recorder of Deeds office. She's here this evening to have a photo taken with the Board of Supervisors along with the Deed Book for the Moland House. Ms. Robinson would like to thank the Board of Supervisors for their kind donation to help restore the old deed books. She can send the photo along with a press release to the Warwick paper with dates that the book will be at the Township for display.

Ms. Algeo asked how many townships have contributed so far. Ms. Robinson stated that so far approximately 10, but they have not been to all of them yet as township meeting times are approximately the same dates.

Ms. Algeo suggested giving their presentation to the Bucks County Association of Township Officials and said she would get Ms. Robinson a contact name.

- ⇒ Appointment of replacement Planning Commission Member

Mr. Seckinger stated that with the resignation of Joe Volk from the Planning Commission the Board needs to fill the position. Currently the recommended nominee is Mr. Kevin Madden.

Motion by Vice Chair Cox to appoint Mr. Kevin Madden to the Planning Commission for the remainder of the current term.

Second to motion by Mr. Thompson

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

Motion passed unanimously

- ⇒ Appointment of replacement Township Auditor

Mr. Seckinger stated that the Board needed to appoint someone to fill the vacant Township Auditor position for the rest of the current term. Currently the recommended nominee is Mr. Jim Wertman.

Motion by Vice Chair Cox to appoint Mr. Jim Wertman as Township Auditor for the remainder of the current term.

Second to motion by Mr. Thompson

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

Motion passed unanimously

⇒ Treasurers Report July 2019

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

General Fund	\$	11,888,292
Firehouse and Equipment	\$	673,124
Road Machinery Fund	\$	9,337
General Obligation / Sinking Fund	\$	594,630
Capital Projects Fund	\$	9,764
Highway Aid Fund	\$	218,152
Parks and Recreation	\$	767,574
Parks and Recreation Capital Fund	\$	466,567
Capital Reserve	\$	<u>242,644</u>

Total \$ 14,870,084

Motion by Vice Chair Cox to approve the Treasurer's Report for July 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: 8-5-19 and 8-19-19

Mr. Seckinger requested approval of the bill payments August 5, 2019, totaling \$205,928.39, and for August 19, 2019, totaling \$95,437.02, subject to audit.

Motion by Vice Chair Cox to approve the August 5, 2019, and August 19, 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:**

⇒ Prime Builders (Harmony Lane) – To Consider Declaration of Default

Ms. Eberle stated that earlier this year Prime Builders and the Township entered into an agreement allowing the builder to obtain a Use and Occupancy permit for the first house completed with the stipulation that Harmony Lane be paved no later than June 14th, 2019. At this time, Harmony Lane has yet to be paved.

Ms. Eberle is asking the board for permission to begin the process of declaring the developer in default of the agreement dated January of 2019.

Mr. Seckinger stated that his office received a call this afternoon, stating that the developer was told by the Bucks County Health Department that ground conditions were good to install the permanent septic system. So as long as it does not rain this evening they should begin tomorrow, and when finished, the road will be paved. Mr. Seckinger has confirmed with the paver that they have been contracted to

pave Harmony Lane once directed. Mr. Seckinger reminded the board that the township was told the same thing last month.

Ms. Eberle stated that the board could still declare the developer in default as the process may take some time which will still give the developer the opportunity to pave the road as obligated to. Ms. Eberle could send them a letter first letting them know they have been declared in default for the road improvements.

Motion by Vice Chair Cox to declare Prime Builders in default of the road improvements on Harmony Lane.

Second to motion by Mr. Thompson

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

Motion passed unanimously

■ **ENGINEER'S REPORT:**

- ⇒ LD 04-13: Ridings at Warwick Phase II
 - a. Authorization to Advertise Bid

Ms. Fountain stated that she is asking the board for authorization to advertise the bid for Ridings at Warwick Phase II.

Mr. Seckinger stated that if the board approves, he would like the stipulation added that the Township Manager confirms that the payment is forthcoming to us before advertising.

Motion by Vice Chair Cox to Authorize the advertising of the bid for Ridings at Warwick Phase II, with the stipulation that the Township Manager receive confirmation of the check beforehand.

Second to motion by Mr. Thompson

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

Motion passed unanimously

- ⇒ LD 04-07: Zimmer-Luginbuhl (Valley Road & Almshouse)
 - a. Certify Complete
 - b. Escrow Release #3
 - c. Enter into Maintenance Period

Ms. Fountain stated that all improvements have been completed including the as-built plan. She is recommending the release of escrow #3 in the amount of \$19,300.59 and for the remaining \$15,038.89 be held for the maintenance period which she recommends begin tonight.

Motion by Vice Chair Cox to certify complete LD 04-07: Zimmer-Luginbuhl, approve the escrow release #3 in the amount of \$19,300.59, hold the remaining \$15,038.89 in escrow for the maintenance period of 18 months.

Second to motion by Mr. Thompson

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

Motion passed unanimously

■ **OLD BUSINESS:**

⇒ None

■ **NEW BUSINESS:**

⇒ None

■ **PUBLIC COMMENT:**

⇒ None

■ **ADJOURNMENT:** The August 19, 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: 9/16/19

Respectfully submitted,



Kyle W. Seckinger
Township Manager