

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
November 16, 2020

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

Absent: Kyle Seckinger, MPA, Township Manager
Mary Eberle, Esq., Township Solicitor

Others Present: Becki Wilhelm, Assistant Township Manager
Michele Fountain, P.E., Township Engineer
Catherine Topley, Recording Secretary

CALL TO ORDER:

The Warwick Township Board of Supervisors' November 16, 2020, public meeting was called to order at 7:00 p.m., by Judith Algeo, Chair, who then led attendees in the pledge of allegiance.

EXECUTIVE SESSION

The Board of Supervisors met to discuss matters of personnel and litigation.

APPROVAL OF MINUTES:

→Monday, November 16, 2020, Board of Supervisors' Meeting Minutes

Motion by Mr. Cox to approve the Monday, November 16, 2020, Board of Supervisor Meeting Minutes. Second to motion by Mr. Thompson, Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

ANNOUNCEMENTS:

1. Join the Warwick Township Parks and Recreation Department and the Warwick Township Police Department to "Pack the Police Car" at Warwick Township Fire Company (2390 York Rd), Saturday, November 21st 10am – 2pm. We can accommodate a contactless experience.
2. Our annual "HOHOHO Holiday Party" will be on Saturday, December 5th 11am – 1pm at Community Park. Santa's house will provide a chance to take pictures and remain completely contactless. The first 200 children to visit Santa will receive a Parks & Recreation drawstring bag with a small craft kit (while supplies last). Enjoy performances by the Joy of Movement Dance Center. Social distancing and masks required.

CITIZEN COMMENT: None

MANAGER'S REPORT:

→ 2021 Township Budget Presentation – To Consider for Advertisement

Ms. Wilhelm stated that the capital projects were presented at the September 21st Board of Supervisors Meeting, and the operating budget was presented at the October 19th Board of Supervisors Meeting. At the October

meeting, the Board authorized advertisement of the 2021 budget. Subsequently, the budget was legally advertised. The budget proposes no tax increases and completely pays off all township debt in 2021.

If acceptable, Ms. Wilhelm is asking that you consider for adoption.

**Motion by Mr. Cox to approve 2021 Budget, as presented for Adoption
Second to motion by Mr. Thompson.**

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

Motion passed unanimously.

→ Resolution 2020-27: 2021 Tax Millage Rates – To Consider for Approval

Ms. Wilhelm explained that this resolution establishes the tax millage rates for 2021 as follow:

- General Fund - 12 mills
- Fire Protection Services - .75 mills
- Parks & Rec Operating Fund – 1 mill
- Parks and Rec Capital Fund – 1 mill
- General Obligation Fund – 0 mills
- Road Machinery - .5 mills.

These mill rates are reflected in the 2021 budget

Motion by Mr. Cox to approve Resolution 2020-27: 2021 Tax Millage Rates

Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ Treasurer’s Report for October 2020

Ms. Wilhelm stated that for the month of October 2020, expenditures outpaced revenues by \$195,381.

Real Estate Transfers posted \$91,618, Earned Income Taxes received \$97,220, Local Service Tax received \$5,640 and Building Permits posted \$36,244.

Fund balances for October 2020 are as follows, subject to audit:

General Fund	\$	12,274,631
Firehouse and Equipment	\$	673,514
Road Machinery Fund	\$	11,655
General Obligation / Sinking Fund	\$	540,381
Capital Projects Fund	\$	116,509
Highway Aid Fund	\$	108,634
Parks and Recreation	\$	494,514
Parks and Recreation Capital Fund	\$	793,493
Capital Reserve	\$	<u>223,335</u>

Total \$ 15,236,666

Motion by Mr. Cox to approve the October 2020 Treasurer's Report 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 11-2-20 and 11-16-20*

Ms. Wilhelm requested a motion to pay the bills for November 2, 2020, totaling \$348,641.34 and November 16, 2020, totaling \$161,690.42, as listed in the bill payment recap, subject to audit. The November 2nd bill payments includes that majority of the payment to the Headquarters Trail Project contractor, of which was already reimbursed by PennDOT.

Motion by Mr. Thompson to approve the November 2, 2020, and November 16, 2020, Bill Payments, subject to audit. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

■ **SOLICITOR'S REPORT:** None

■ **ENGINEER'S REPORT:**

→ *LD 05-11: Warwick Village Commons Phase II (Tractor Supply, York Rd. & Meyer Way) – Escrow Release #3*

Ms. Fountain stated that CKS is recommending approval of escrow release #3 in the amount of \$85,944.65

Motion by Mr. Cox to approve LD 05-11: Warwick Village Commons Phase II (Tractor Supply, York Rd. & Meyer Way) – Escrow Release #3 in the amount of \$85,944.65. Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ *LD 17-02: PDC Machines (1825 Stout Dr.) - To Consider Escrow Release #1*

Ms. Fountain stated that CKS is recommending approval of escrow release #1 in the amount of \$118,506.57.

Ms. Fountain is recommending that the enclosed Escrow Release #1 be approved by the Board of Supervisors and the associated release of financial security made to the project developer. Pursuant to paragraph 12 of the Development Agreement, \$20,912.93 is to be held from this account for 18 months after the Board of Supervisors' approval of this release to satisfy the maintenance period security requirements. Therefore, only \$118,506.57 is to be released by TD Bank N.A. at this time.

Motion by Mr. Cox to approve LD 17-02: PDC Machines (1825 Stout Dr.) - To Consider Escrow Release #1 in the amount of \$118,506.57 and to start the 18-month maintenance period. 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:**

Mr. Sigafoos wanted to say that he felt the people of Warwick were very good on Election day, there were no incidents requiring police intervention. He thanked Chief Goldberg for the help of the police and constables.

■ **ADJOURNMENT:**

The November 16, 2020 Warwick Township Board of Supervisors' public meeting was adjourned at 7:09 p.m.

Respectfully submitted,



Becki Wilhelm
Assistant Township Manager

These minutes were approved at the
Board of Supervisors' meeting held _____