

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
February 15, 2021
Virtual Meeting

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

Others Present: Kyle Seckinger, MPA, Township Manager
Mark Goldberg, Chief of Police
Mary Eberle, Esq., Township Solicitor
Michele Fountain, P.E., Township Engineer
Skye Sorresso, Assistant to the Manager

CALL TO ORDER:

The Warwick Township Board of Supervisors' February 15, 2021, 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 litigation and personnel.

APPROVAL OF MINUTES:

→ *Monday, January 18, 2021, Board of Supervisors' Meeting Minutes*

Motion by Mr. Cox to approve the Monday, January 18, 2021 Board of Supervisors' 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:

Mr. Seckinger asked that everyone take caution while driving this week during the expected ice and wintery mix. He added that the Public Works Department is prepared and will do its best to keep the roadways open.

CITIZEN COMMENT: None

MANAGER'S REPORT:

→ *Township Work Policy GEN-14: Establishing a Safety Committee – To Consider Approval*

Mr. Seckinger stated that at the request of the Township's insurance company, a work policy has been drafted establishing a Safety Committee. The committee would be comprised of staff, meet quarterly, inspect Township facilities, and offer safety suggestions to management.

Motion by Mr. Cox to approve the approve GEN-14: Establishing a Safety Committee. Second to motion by Mr. Thompson, Chair Algeo invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→ *Police Department Duty Manual and Policies – To Consider Approval*

Mr. Seckinger stated that in 2020, the Police Department worked to update and reorganize the duty manual and policies. Chief Goldberg added that the included COVID-19 protocols will be reevaluated as new guidance is issued.

Mr. Cox commended Chief Goldberg on a job well done. Chief Goldberg added that the manual is, what he hopes to be, the first step toward accreditation for the Warwick Police Department.

Motion by Mr. Cox to approve the Police Department Duty Manual and Policies. 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 January 2021*

For the month of January 2021, expenditures outpaced revenues by \$3,295,567.

*This amount includes settling of all Township debt with a total of \$2,826,153.

Real Estate Transfers posted \$0, Earned Income Taxes received \$103,998, Local Service Tax posted \$4,389 and Building Permits posted \$7,240.

Fund balances for January 2021 are as follows, subject to audit:

| | | |
|-----------------------------------|----|----------------|
| General Fund | \$ | 9,472,959 |
| Firehouse and Equipment | \$ | 668,950 |
| Road Machinery Fund | \$ | 10,939 |
| General Obligation / Sinking Fund | \$ | 0 |
| Capital Projects Fund | \$ | 28,520 |
| Highway Aid Fund | \$ | 108,655 |
| Parks and Recreation | \$ | 414,074 |
| Parks and Recreation Capital Fund | \$ | 507,553 |
| Capital Reserve | \$ | <u>223,430</u> |

Total \$ 11,135,080

Motion by Mr. Cox to approve the Treasurer's Report for January 2021, 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 2-1-21 & 2-15-21*

Mr. Seckinger noted that the February 15, 2021, bill payment includes many of the expenses accrued during the snowstorm in early February.

Mr. Seckinger requested a motion to approve the bill payments for February 1, 2021, totaling \$113,485.72, and February 15, 2021, totaling \$222,822.62, subject to audit.

Motion by Mr. Cox to approve the Bill Payments for February 1, 2021 and February 15, 2021, 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:**

→ *2021 Road Program – To Consider Advertisement*

Michele Fountain requested the Board's approval to advertise the 2021 Road Program which will include 1.7 miles of base repair, milling, and overlay. The program will also include two alternate add-ons for park improvements at Jamison Hunt and the repaving of Mill Road.

Motion by Mr. Cox to approve the advertisement of the 2021 Road Program. Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→ *LD 05-11: Warwick Village Commons Phase II (Tractor Supply, York Road & Meyer Way) – To Consider Escrow Release #5*

Ms. Fountain stated that CKS Engineers recommends the financial security for the Warwick Village Commons Phase II development be reduced in the amount of \$64,549.80.

Motion by Mr. Cox to approve escrow release #5 in the amount of \$64,549.80 for the Warwick Village Commons development. Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→ *LD 11-02: Warwick Mill (School Road) – To Consider Escrow Release #6*

Michele Fountain stated that CKS Engineers recommends the reduction in the financial security for the Warwick Mill development in the amount of \$134,649.50.

Motion by Mr. Cox to approve escrow release #6 in the amount of \$134,649.50 for the Warwick Mill development. Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

■ **OLD BUSINESS:**

Mr. Seckinger stated that per the Board's request, CKS Engineers looked into a cost estimate for road widening, including a bike lane, curbing, and storm sewer, on Stony road. The estimate came to a little over one million dollars. Mr. Seckinger asked the Board if they would like the project incorporated into the upcoming 5-year plan.

Mr. Cox inquired as to whether the improvements would solve the steep shoulders and poor underlayment on Stony Road.

Ms. Fountain informed Mr. Cox that the improvements would not solve those issues and that the estimate only includes the road widening, creation of a 5-foot-wide bike lane, and stormwater management on the western side

of Stony Road. No improvements were included for the eastern side of the road which currently has the drop-off issue.

Mr. Seckinger stated that after speaking with the Public Works Director, he believes adding curbing to the eastern side of Stony Road would help address the eroding road.

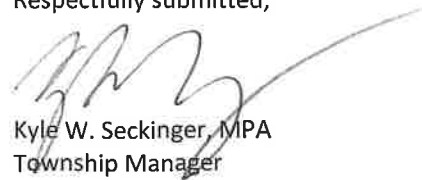
Ms. Fountain mentioned that curbing on the eastern side of the road would require additional grading, stormwater collection, and easements.

Mr. Thompson and Mr. Cox requested further discussion on the topic before any decision is made to add it to the 5-year plan

- **NEW BUSINESS:** None
- **PUBLIC COMMENT:** None
- **ADJOURNMENT:**

The February 15, 2021, Warwick Township Board of Supervisors' public meeting was adjourned at 7:15 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the
Board of Supervisors' meeting held 3/15