

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
March 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
Becki Wilhelm, MPA, Assistant Township Manager
Mark Goldberg, Chief of Police
Brandy McKeever, Director of Planning and Zoning
Mark Rambo, Director of Public Works
Dan Sharapan, Director of Parks and Recreation
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' March 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 real estate.

APPROVAL OF MINUTES:

→ *Monday, February 15, 2021, Board of Supervisors' Meeting Minutes*

Motion by Mr. Cox to approve the Monday, February 15, 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 reminded everyone about the "Funny Bunny Drive-Thru Event" being held by the Parks and Recreation Department on March 27, 2021, at 1 pm. Residents are invited to drive through Community Park and receive a basket full of eggs from the Easter Bunny while safely staying in their car.

Mr. Seckinger also announced that the township has a new cable channel program paid for by the Comcast Franchise Fee Agreement. The channel allows for more flexibility in presentation and a more aesthetically pleasing display of township content.

CITIZEN COMMENT: None

MANAGER'S REPORT:

→ 1. *LD 21-01: Waiver of LD and Corridor Overlay District Review for Diamond Express (2119 York Road) – To Consider Approval*

Mr. Seckinger provided a brief introduction to the project. The applicant for the Diamond Express Carwash at 2119 York Road proposes the addition of a raised cashier tower and decorative copula on a portion of the existing structure. The addition will not provide any additional usable floor area or impervious coverage. At their meeting on March 3, 2021, the Planning Commission recommended approval of the waiver of land development with the following conditions: signage must be compliant with the 2003 Zoning Hearing Board decision, dead or missing street trees or landscaping trees from the original plan must be replaced, the sidewalk along York road must be inspected by CKS engineers and any deficiencies rectified, and in the event that the adjacent property at 2029 York Road is developed, street lights must be installed along the frontage of the sidewalk.

Referencing the CKS letter dated February 23, 2021, Mr. Cox stated that he did not wish to grant a waiver of land development that included relief from the zoning for signage. The applicant, Ms. Candace Jain, informed Mr. Cox that the signage will remain in compliance with the 2003 zoning decision.

Mr. Thompson requested clarification of the pink and yellow markings on the submitted landscaping plan. Ms. Michele Fountain stated that CKS made a site visit to evaluate the landscaping and indicated any missing or dead trees in yellow and any missing shrubs in pink.

Mr. Thompson also inquired about whether the signage on the proposed canopies would be included in the square footage calculation for signage. Mr. Seckinger clarified that signage calculations typically only include advertising signage, not directional or informational signage.

Mr. Thompson then requested the total height of the canopy. Ms. Jain stated that the maximum height of the canopy will be about eight feet five inches.

Motion by Mr. Cox to grant the waiver of land development and corridor overlay district review for the Diamond Express Carwash located at 2119 York Road subject to compliance with the staff and CKS letters dated February 2021, and the Planning Commission recommendations of March 3, 2021. Second to motion by Mr. Thompson, Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 2. *ZHB 21-04: Kampus Klothes (Warwick Business Campus, Lots 15-16) - For Zoning Review*

Mr. Seckinger provided a brief overview of the project. The applicants for Kampus Klothes submitted a Zoning Hearing Board application in conjunction with their land development application. They are seeking to combine lots 15 and 16 in the Warwick Business Campus Industrial Park to construct a 42,000 sq/ft warehouse building.

The applicants seek the following variances: a variance to allow the building to be less than the required 500 feet (232 feet) from an existing residential zoning district. During the preliminary plan review at the March 3, 2021 Planning Commission meeting, plan approval was recommended with the following conditions: compliance with the February 23, 2021, CKS review letter, installation of tire stops to address CKS review letter items (II), (V), and (VI), acquisition of a temporary construction easement with neighboring properties for grading within five feet, compliance with the staff review letter dated February 24, 2021, and the granting of a waiver from staff review regarding ADA parking space width. They are before the Board today for a zoning review.

Mr. Daniel Lyons, Solicitor for the applicant, wished to add that the original industrial park was developed in 1989 at which time the setback requirement was 200 feet. Today, several properties within the park would be considered undevelopable without the setback variance.

Mr. Thompson asked Mr. Lyons if the applicant would be willing to restrict further development on the lot to prevent encroachment on the residents to the rear of the property. Mr. Lyons stated that the applicant would be willing to consider the request.

Motion by Mr. Cox for the Board of Supervisors to remain neutral to the Zoning Hearing Board application as long as a restriction is placed on any further development on the property.

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

Motion passed unanimously.

→ 3. *5-Year Plan Presentation – To Consider Implementation*

Mr. Seckinger presented the proposed 5-Year Plan for the period from 2021 through 2025.

In 2021, the Parks and Recreation Department proposes the completion of 4 projects with a combined estimated cost of \$208,500. The projects include the installation of a brick bench at Memorial Park and the topsoiling of the lower field area at Memorial Park. Maintenance and upkeep projects include the replacement of playground equipment at Lee Drive Park and the repair and resurfacing of the tennis and basketball courts at Jamison Hunt Park.

The Township Administration Department proposes the completion of 4 projects in 2021. These projects focus on the repair and upkeep of the Township Municipal Building and have a combined estimated cost of \$268,500. They include replacement or reupholstering of damaged or outdated Administration furniture and the replacement of the carpet in the Main Meeting Room. Full replacements of the building roof and HVAC system have also been proposed as they have reached the end of their lifespan.

The Public Works Department proposes the completion of 3 projects in 2021. The projects have a combined estimated cost of \$61,500 and include the paving of the rear parking lot at Hampton Chase Park, installation of a battery backup system for the traffic light at Guinea Lane and Almshouse Road, and the purchase of a GPS and GIS mapping unit.

The 2021 Road Program proposes the paving of Jamison Hunt, Creekwood Estates (Lee Drive & Dillie Circle), Deer Run (Fawn and Doe), Dark Hallow Road (Park to Almshouse), Watson Road (Almshouse to Rushland), and Mill Road (York to School) as a possible add/alternate for a combined estimated cost of \$692,322.

The Parks and Recreation Department proposes the purchase of 1 Lazer Mower in the amount of \$15,000. The Police Department proposes the purchase of 1 patrol vehicle in the amount of \$56,600.

A total of 11 projects and 2 equipment purchases have been proposed for completion in 2021 with a combined estimated cost of \$645,100.

Projects & Purchases:	\$645,100
Road Program:	\$692,322
Combined Estimated Cost:	\$1,337,422

The Parks and Recreation Department proposes the completion of 4 projects in 2022 with a combined estimated cost of \$39,000. These projects include the installation of mylar mirrors and wall-mounted fans in the Community Room, paving of the front parking lot at Hampton Chase Park, sealing and painting of the pavilion at Memorial Park, and the replacement of the fencing around the hockey rink at Community Park.

The Police Department presents 4 projects with a combined estimated cost of \$85,000. They include the replacement of the desks, the purchase of body cameras, the replacement of aging server equipment, and the conversion to CODY Records Management Software to standardize with other Bucks County agencies.

The Administration Department proposes to renovate the lobby bathrooms that are original to the Municipal Building. The project has an estimated cost of \$100,000.

The Public Works Department also proposes 1 project in 2022: the reconstruction of the Stover Mill Basin as indicated in the Township MS4 report. The Township expects to obtain a grant for 50% or greater of the total estimated cost of reconstruction. The remaining estimated cost totals \$140,000.

The 2022 Road Program proposes the paving of Sunrise Way (Brook to Sunflower), Sunrise Way (Sunflower to Turkey Trot), Greentree circle, Pheasant Run, Sunflower Circle, Cold Brook Lane, Briarwood Circle, Sunflower Way (Almshouse to Brook), Dark Hallow (Lockleigh to Dead End), Sandtrap Road, Clubhouse Circle, Fairway Drive, Old York Road (Hallowell to Bristol) Old York Road (Hallowell to Rt. 263), and Creekwood Road for a combined estimated cost of \$655,794.

In 2022, the Parks and Recreation Department proposes the purchase of 2 pieces of equipment: 1 Lazer Zero Turn Mower with an estimated cost of \$15,000 and 1 Paver with an estimated cost of \$170,000. The Public Works Department has also proposed to replace a 2001 GMC 6-Wheeler with the purchase of 1 2022 tri-axle truck for an estimated \$230,000.

Mr. Seckinger explained that the purchase of a tri-axle truck is to allow for a reduction in manpower and distance necessary to pick up large quantities of materials such as road salt.

A total of 10 projects and 3 equipment purchases have been proposed for 2022 with a combined estimated cost of \$779,000.

Projects & Purchases:	\$779,000
Road Program:	\$655,794
Combined Estimated Cost:	\$1,434,794

The Parks and Recreation Department proposes the completion of 3 projects in 2023. The projects include the paving of the parking lot at Jamison Hunt Park, the replacement of playground equipment at Warwick Greene Park, and the refurbishing of the spray pole at Community Park for a combined estimated cost of \$88,000.

The Administration Department proposes the replacement of aging server equipment and the installation of a server cabinet for an estimated cost of \$15,000.

The Public Works Department also proposes the installation of a shoulder on Stony Road, including stone and blacktop, for an estimated \$46,000.

The 2023 Road Program proposes the paving of Stony Road, School Road (Rt. 263 to 1,500 feet in), Forestdale Circle, Thorndale Circle, Bittersweet Circle, Ramblewood Lane, Sunrise Way, Brook Lane, Juniper Circle, Crocker Lane, North & South Ash Circle, Grandville Circle, and Deepwell Circle for a combined estimated cost of \$565,610.

The Parks and Recreation Department proposes the purchase of 1 Dingo Skid Steer in 2023 for an estimated cost of \$55,000. The Police Department proposes the purchase of two patrol vehicles for an estimated cost of \$113,200. The Public Works Department also proposes the addition of 1 pickup truck to the fleet for an estimated cost of \$65,000.

A total of 5 projects and 4 equipment purchases have been proposed for 2023 with a combined estimated cost of \$382,200.

Projects & Purchases:	\$382,200
Road Program:	\$565,610
Combined Estimated Cost:	\$947,810

The Parks and Recreation Department proposes the resurfacing of the pickleball courts at Guinea Lane Park, including new fencing and court lining, in 2024. The project has a combined estimated cost of \$100,000.

The Public Works Department proposes 3 projects to improve the Public Works facility. They include the repair and replacement of the building fence and motorized gate and the paving of the inner lot. The projects have a combined estimated cost of \$90,000.

The 2024 Road Program proposes the paving of Monticello Drive (Guinea to Sturbridge), Sturbridge Drive (Canterbury to Canterbury), Canterbury Lane (Buckingham to Buckingham), Buckingham (Jericho to Dead End), Pennsbury Drive (Almshouse to Buckingham), Cloverly Circle, Cambridge Circle, Chapman Circle, Tara Circle, Inverness Circle, Jericho Drive, and Waverly Drive for a combined estimated cost of \$563,912.

The Police Department proposes the purchase of 3 patrol vehicles for an estimated cost of \$169,800. The Public Works Department proposes the purchase of a track hoe (CAT 308) for an estimated \$150,000.

Mr. Seckinger noted that a cost benefit analysis was completed regarding the proposed purchase of a track hoe (CAT 308). In the past three years, the Township has expended \$56,000 on track hoe rentals. With a life expectancy of about 15 years, it was determined to be more cost efficient for the Township to purchase its own.

A total of 4 projects and 6 equipment purchases have been proposed for 2024 with a combined estimated cost of \$509,800

Projects & Purchases:	\$509,800
Road Program:	\$563,912.
Combined Estimated Cost:	\$1,073,712

The Parks and Recreation Department proposes the completion of 2 projects in 2025. The projects include the installation of a new pavilion at Jamison Hunt Park and the paving of the parking lot at Moland House for a combined estimated cost of \$50,000.

The Public Works Department also proposes the installation of a new roof for the Public Works building for an estimated \$65,000.

The 2025 Road Program proposes the paving of Augusta Drive (Augusta to Augusta), Sawgrass Drive (Deer Run to Augusta), Deer Run Drive (Rt. 263 to Sawgrass), West Hill Lane (Foxwood to Dead End), Foxwood Drive (Turkey Trot to Turkey Trot), Meetinghouse Road (Old York to Bristol), Stony Road (Turkey Trot to 1580 Stony Road), Hampton Drive, and Mountain Laurel Drive for a combined estimated cost of \$658,115.

The Parks and Recreation Department proposes the purchase of 1 Lazer Zero Turn Mower to for an estimated \$15,000. The Police Department also proposes the purchase of 1 patrol vehicle with an estimated cost of \$56,600.

A total of 4 projects and 4 equipment purchases have been proposed for 2025 with a combined estimated cost of \$186,600

Projects & Purchases: \$186,600
Road Program: \$658,115
Combined Estimated Cost: \$844,715

Mr. Seckinger stated that with trajectory of spending over the next five years and current financial projections, the proposed plan is affordable. He did wish to note that the financial projections do not reflect the additional 1.9 million dollars held in reserve to be used in case of an operational emergency.

Mr. Cox asked Mr. Mark Rambo, Director of Public Works, what projects will be completed with the proposed purchase of a track hoe in 2024. Mr. Rambo clarified that the track hoe would significantly reduce the length of time needed to completed pipe crossings and will reduce the duration of related road closures.

Mr. Thompson inquired about the width of the shoulder addition to Stony Road proposed for 2023. Mr. Rambo stated that the goal is for an addition of about three to four feet. He added that a review will need to be completed to determine whether there is enough room for both lanes and a bike lane.

Mr. Seckinger added that the ability to install a shoulder on Stony Road would ideally allow for the creation of a bike line at the same time.

Chair Algeo commented that she is pleased the Police Department will be purchasing body cameras in 2022. Mr. Seckinger added that he is also pleased about receiving the grant to cover half of the cost of the cameras.

Motion by Mr. Cox to implement the 5-year plan as presented. Second to motion by Mr. Thompson, Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 4. *Resolution 21-12: DCNR Grant Application for Replacement Spray Pole*

Mr. Seckinger presented Resolution 21-12: DCNR grant application for replacement spray pole. If awarded, the grant will provide 50% of the funding to enhance the current spray pole and create multiple water features.

Motion by Mr. Cox to approve Resolution 21-12: DCNR Grant Application for Replacement Spray Pole. Second to motion by Mr. Thompson, Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 5. *Alternative Energy Regulations Discussion*

Mr. Seckinger announced that the Bucks County Commissioners distributed a sample zoning ordinance drafted by the county Planning Commission and asked municipalities to evaluate the sample for any alternative energy regulations they may wish to adopt. After evaluation, Mr. Seckinger does not recommend the adoption of the ordinance as distributed, but did identify several sections that could be added to the current township zoning ordinance

Mr. Cox expressed concern with the placement of windmills on properties with less than two acres and felt the ordinance should be turned over to the Planning and Zoning Department and Township Planning Commission for review.

Mr. Thompson agreed with the wood burning and geothermal sections of the ordinance; however, he disagreed with the setbacks, height restrictions, and bonuses for high density areas. As such, Mr. Thompson commented that he felt the township's current ordinance did not need to be rewritten, but several updates could be made.

Chair Algeo agreed with Mr. Cox and Mr. Thompson regarding a possible update of the current ordinance.

Mr. Seckinger stated that the Township staff will determine what updates can be added to the current ordinance and present a draft to the Board within the next few months.

→ 6. *Bucks County Consortium Materials Bid - To Consider Award*

Mr. Seckinger announced that the Bucks County Consortium successfully administered the annual road materials bid. The low bidder for the Super Pave 9.5 MM asphalt was Miller Materials at \$46.98 a ton. The low bidder for the type 2A stone mix with travel time factored in was the Eureka Stone Quarry at \$9.25 a ton. Mr. Seckinger recommended awarding the bids to Miller Materials and Eureka Stone Quarry, respectively.

Motion by Mr. Cox to accept the recommendation of Public Works Director, Mark Rambo, to award the Bucks County Consortium Materials Bid to Miller Materials and Eureka Stone Quarry. 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 February 2021*

For the month of February 2021, expenditures outpaced revenues by \$33,982.

Real Estate Transfers posted \$ \$63,767, Earned Income Taxes received \$0, Local Service Tax posted \$0 and Building Permits posted \$4,107.

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

General Fund	\$	9,455,665
Firehouse and Equipment	\$	645,651
Road Machinery Fund	\$	10,784
General Obligation / Sinking Fund	\$	127
Capital Projects Fund	\$	57,167
Highway Aid Fund	\$	108,661
Parks and Recreation	\$	392,265
Parks and Recreation Capital Fund	\$	507,320
Capital Reserve	\$	<u>223,458</u>

Total \$ 11,401,098

Motion by Mr. Cox to approve the Treasurer's Report for February 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 3-1-21 & 3-15-21*

Mr. Seckinger requested a motion to approve the bill payments for March 1, 2021, totaling \$268,579.00, and March 15, 2021, totaling \$189,500.51, subject to audit.

Motion by Mr. Cox to approve the Bill Payments for March 1, 2021, and March 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 Award*

Ms. Fountain informed the Board that five bids were received for the 2021 Road Program on Thursday, March 11, 2021. The low base bid was received from James D. Morrissey, Inc. of Philadelphia in the amount of \$470,531.10. James D. Morrissey was also the low bidder for add alternates one and two. If accepted, the total cost of the base bid and all add alternates would be \$762,682.10.

Ms. Fountain noted that the base bid includes thirteen roads or about 1.75 miles. She clarified that add alternate one is for Mill Road and add alternate two is for the Jamison Hunt Park improvements.

Mr. Seckinger recommended the base bid be awarded with add alternate two. He also noted that add alternate one for Mill Road came in higher than budgeted and the Public Works Department can complete temporary in-house repairs on Mill Road for the 2021 year.

Motion by Mr. Cox to award the 2021 Road Program base bid and add alternate two to James D. Morrissey. 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 requested clarification from the Board regarding the Dark Hallow Road guide rail. He explained that pricing was received from the subcontractor to replace the current non-colored guide rail with a brown powder coated guide rail. He added the current guardrail would be considered passable for inspection.

Mr. Cox inquired as to whether the guide rail could be repainted in-house. Mr. Seckinger confirmed that it could; however, frequent repainting would be necessary. He also added that the rail could be replaced at any time.

Mr. Thompson added that he felt the Township should more closely evaluate what is best for each area in which projects such as these occur.

A consensus was reached to leave the guide rail as it currently is.

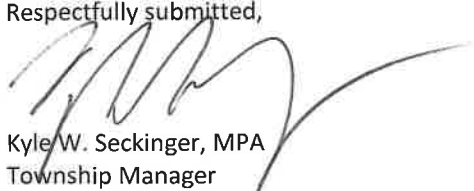
■ **NEW BUSINESS:** None

■ **PUBLIC COMMENT:** None

■ **ADJOURNMENT:**

The March 15, 2021, Warwick Township Board of Supervisors' public meeting was adjourned at 8:09 p.m.

Respectfully submitted,


Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the
Board of Supervisors' meeting held 4/19