

**WARWICK TOWNSHIP**  
**Board of Supervisors' Public Meeting Minutes**  
**September 20, 2021**

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

Members Absent: John W. Cox, Vice Chair

Others Present: Kyle Seckinger, MPA, Township Manager  
Mark Goldberg, Chief of Police  
Mark Rambo, Director of Public Works  
Dan Sharapan, Director of Parks and Recreation  
Becki Wilhelm, Assistant Township Manager/Director of Finance  
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' September 20, 2021, public meeting was called to order at 6:59 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, real estate, and personnel.

**APPROVAL OF MINUTES:**

→ *Monday, August 16, 2021, Board of Supervisors' Meeting Minutes*

**Motion by Mr. Thompson to approve the August 16, 2021, Board of Supervisors' Meeting Minutes.**

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

**Motion passed unanimously.**

**ANNOUNCEMENTS:**

Mr. Seckinger stated that PennDOT reached out to the Township and will begin repairs on Mearns Road on Monday, September 27, 2021.

He wished to remind everyone of the upcoming October events:

- October 1 – October 14, 2021: 2021 Scarecrow Showdown and Costume Donation Vault Drop-Offs (by appointment only).
  - o Residents are invited to create their best scarecrow for a chance at several prizes. The Costume Donation Vault will accept costumes for babies, kids, adults, and pets. Drop-offs are by appointment only.
- October 6, 2021, 11 AM to 1 PM: Walk with a Doc.
  - o Residents are invited to walk and talk with a doctor about arthritis from the Memorial Park Pavilion to Moland Park and back.
- October 9, 2021, 9 AM to 1 PM: E-Waste Collection Event.

- Warwick Township will host an E-Waste Collection event at 2045 Guinea Lane from 9 AM to 1 PM. A full list of accepted items can be found at warwickrec.com
- October 28, 2021, 5:30 PM to 7:30 PM: Halloween Happening.
  - The annual Halloween Happening will be held at the Community Park from 5:30 PM to 7:30 PM.

**CITIZEN COMMENT:**

Mr. Karl Heinicke of 402 Almshouse Road addressed the Board regarding a zoning enforcement notice he received citing the removal of trees from his property. He stated that his property has had a long-standing issue with dead and diseased trees, which he attempted to rectify by removing them. He added that he contacted the Bucks County Conservation District after the project to evaluate his options for replanting the vegetation.

Mr. Seckinger informed Mr. Heinicke that because this issue is considered a zoning matter, he would need to go before the Zoning Hearing Board to determine if relief can be granted. Mr. Seckinger also recommended that Mr. Heinicke make an appointment with the Township Zoning Officer, Ms. Kristen Beach, to discuss the matter further.

**MANAGER'S REPORT:**

**→ 1. LD 15-01: York Road BLADCO LP (2029 York Rd) - To Consider Revised Final Plan & COD Approval**

Mr. Seckinger provided a brief introduction to the project. The applicant proposes a seventy-eight (78) townhome development and clubhouse between York and Meetinghouse Roads. The applicant received conditional final plan approval on March 16, 2020, under the following conditions: compliance with review letters, alternative names for Encampment Drive, Board approval of the architectural renderings, and relocation of the common open space. The applicant seeks revised final plan approval and corridor overlay district approval of the architectural renderings and building materials. A notable plan change is the addition of a berm behind lots 41-44 in the active open space.

Ms. Julie Von Spreckelsen, attorney for the applicant, proceeded to introduce the development team and the purpose of their visit with the Board of Supervisors.

Mr. Bill Creeger, Land Planning and Entitlement Manager, thanked Mr. Seckinger for the introduction. He explained that Pulte Homes has placed the BLADCO project under agreement and seeks to discuss potential changes with the Board. He then introduced Mr. Patrick Stuart, Landscape Architect, to review the architectural renderings.

Mr. Stuart stated that the proposed outdoor amenities will work around the existing antenna tower structures and equipment that will need to remain. The outdoor amenities include an electric vehicle charging station, swimming pool, deck, garden walkway, terrace, sport court, fire pits, shade structure, and tot lot. He added that the project is still in the conceptual planning stage and has not yet moved into full architectural design.

Chair Algeo asked if the proposed amenities area would close seasonally. Mr. Creeger confirmed that the pool would close for four (4) to six (6) months of the year; however, other areas, such as the tot lot, would remain open year-round.

Mr. Thompson asked if the proposed clubhouse would house the utilities for the existing antenna tower. Mr. Creeger confirmed that it would house those utilities and additional storage as needed.

Mr. Thompson also asked if the amenities area would have restroom facilities. Mr. Creeger replied that restrooms would be provided for pool patrons.

Mr. Stewart then presented several exterior material options for the townhomes. He stated that each townhome would have a variety of different exterior materials to ensure diversity throughout the neighborhood.

Chair Algeo inquired about a new berm that was added to the plans within the active open space. Roberto Espina, Project Engineer to the applicant, stated that a flat top berm had been added to the plans. The .275 acre flat top was included in the calculation for total open space; however, the 3:1 slope sides were not. Mr. Espina added that the lost open space area from the sides of the berm was made up behind other units, allowing the total open space to remain at 2.296 acres.

Chair Algeo expressed concern regarding the suitability of the active open space due to the berm. Ms. Eberle stated that the ordinance requires active open space to be generally flat and eligible for use for recreation activities. She then asked if the Board would like the staff to review the proposed changes to the open space and provide a recommendation prior to plan approval. The Board confirmed that they would.

Mr. Dan Bleznak added that the berm was necessitated by the applicant's participation in the DEP Act 2 program which requires consolidation of delineated soil. He also stated that the applicant was not previously aware of the volume of soil requiring delineation.

Ms. Eberle asked if the applicant received DEP approval of their Act 2 application yet. Mr. Bleznak stated that they had not; however, a notice of intent to remediate was submitted.

Chair Algeo reiterated her desire to receive a recommendation from the staff regarding the DEP remediation and suitability of a berm within active open space.

Chair Algeo and Mr. Thompson stated that they have no issue with the amenities proposed or the corridor overlay district designs, as presented. They also found no issue with the street names or decorative wall lighting. Per staff recommendation, the construction cost estimates are expected to include all clubhouse amenities and exercise stations as they are considered public improvements.

The matter will be before the Board of Supervisors again after a recommendation on the active open space is received from the staff.

## **→ 2. ZHB 21-08: Green Door Tattoo Studio (1700 Almshouse Rd) – For Zoning Review**

Mr. Brian Wallace, real estate agent to the owner and applicant, provided a brief overview of the application. Mr. Tyler Olsen proposes to utilize 1700 Almshouse road as the location for Green Door Tattoo Studio, a G5 Service Business use. As such, Mr. Olsen is seeking a variance to permit use of the existing nine (9) parking spaces, instead of the required twelve (12).

Mr. Olsen added that as a tattoo artist, he typically sees two clients a day. The clients take several hours each, with thirty (30) to forty (40) minutes in between for cleanup and setup. He stated that his business would run more like an office than a retail space.

Chair Algeo asked how many employees Mr. Olsen expects to employ. Mr. Olsen expects to have five employees, including himself, a receptionist, and three other artists.

Mr. Thompson asked what the expected hours of operation will be. Mr. Olsen expects the hours of operations to be 11 AM to 7 PM, Tuesday through Saturday.

Mr. Thompson then inquired about signage. Mr. Olsen replied that he plans to erect a sign in the same location as the previous business. He provided graphics of a standalone, non-electronic sign.

Chair Algeo and Mr. Thompson agreed to remain neutral to the Zoning Hearing Board application, conditioned on the applicant's compliance with the Warwick Township Ordinance on signage.

**Motion by Mr. Thompson for the Board of Supervisors to remain neutral to Zoning Hearing Board Application 21-08 Green Door -Tattoo Studio (1700 Almshouse Rd), using electronic message centers, neon, flashing, video, automated, electronic, video, graphic, changing, scrolling text, or pictures as signage or part of the signage on the property. Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

**→ 3. Zoning Ordinance Amendment for Alternative Energy, Electric Vehicle Charging, and Fireworks – To Consider Advertisement**

Mr. Seckinger provided an overview of the Zoning Ordinance Amendment for alternative energy, electric vehicle charging, and fireworks. The Bucks County Planning Commission's model Alternative Energy Ordinance was presented to the Board in March, at which time the Planning and Zoning Department was instructed to draft an amendment to incorporate several items from the model ordinance. The items included regulations for geothermal, emerging energy solutions and nonparticipating landowners, expansions of wood fire boiler and wind energy sections, and strengthening of maintenance, liability, and recommissioning requirements. Additionally, the staff added regulations for electric vehicle charging stations and fireworks to match state law.

Mr. Seckinger noted that the draft ordinance was sent to the Bucks County and Warwick Township Planning Commissions. The Township Planning Commission recommended adoption on September 15, 2021.

**Motion by Mr. Thompson to authorize advertisement of the Zoning Ordinance Amendment for Alternative Energy, Electric Vehicle Charging, and Fireworks. Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

**→ 4. 2022 Capital Projects Presentation – To Consider Inclusion in the 2022 Budget**

Mr. Seckinger presented the 2022 Capital Projects Presentation.

In 2022, the Administration Department proposes the completion of three (3) projects. The projects include the renovation of nine (9) municipal building restrooms, replacement and installation of a server and cabinet, and the replacement of the current phone system. The restroom renovation project will utilize ARPA funding and upgrade all restroom fixtures to touchless. The Administration Department also proposes the purchase of a hybrid vehicle to replace an existing Administration vehicle transitioned into the Police Department fleet. The proposed projects and purchases have a combined estimated cost of \$107,000.

The Parks and Recreation Department also proposes three (3) projects, including the paving of the Hampton Chase front parking lot, replacement of the hockey rink fencing, and additional tree plantings within the park system. The Parks and Recreation Department also proposes the purchase of a paver and Lazer Zero Turn Mower. The combined estimated cost of the proposed projects and purchases is \$225,000.

The Police Department proposes to replace two servers, upfit an SUV police vehicle, and replace three additional dash cameras. The projects have a combined estimated cost of \$52,000.

The Public Works Department proposes to widen Stony Road, install additional sidewalk along York Road, and purchase a tri-axle truck. The projects and purchase have an estimated combined cost of \$468,000.

The 2022 Road Program was expanded to include more roads than originally included in the 5-year plan. The program includes:

- Mill Road (York to School)
- Sunrise Way (Brook to Sunflower)
- Fairway Drive
- Old York Road (Hallowell to Bristol)

- Sunrise Way (Sunflower to Turkey Trot)
- Greentree Circle
- Pheasant Run
- Sunflower Circle
- Cold Brook Lane
- Briarwood Circle
- Sunrise Way (Almshouse to Brook)
- Sandtrap Road
- Clubhouse Circle
- Bayberry Circle
- Old York Road (Hallowell to Rt. 263)
- Huckleberry Way
- Wintergreen Lane
- Dark Hollow Road (Lockleigh to Dead End)
- Ivy Circle
- West Rockspray Road
- Dogwood Drive
- Creek Road (County Bridge to Mearns)
- Walton Road

The total estimated cost of the 2022 Road Program is \$1,134,428.

**Motion by Mr. Thompson to approve the 2022 Capital Projects for inclusion in the 2022 Budget. Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.  
**Motion passed unanimously.**

→ 5. *RES 2021-24: Minimum Municipal Obligation for Non-Uniformed Employees' Pension Fund – To Consider Adoption*

Mr. Seckinger requested approval of the 2022 MMO for the non-uniformed employees' pension plan in the amount of \$16,856. He noted that in 2021, the contribution was \$42,057. Mr. Seckinger stated that the decrease is due to a reduction in tenured staff with the defined benefit pension.

**Motion by Mr. Thompson to adopt RES 2021-24: Minimum Municipal Obligation for Non-Uniformed Employees' Pension Fund. Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.  
**Motion passed unanimously.**

→ 6. *RES 2021-25: Minimum Municipal Obligation for Police Pension Fund – To Consider Adoption*

Mr. Seckinger requested approval of the 2022 MMO for the police employees' pension plan in the amount of \$449,728. He noted that in 2021, the contribution was \$492,628. Mr. Seckinger stated that the decrease is due to police employees entering the DROP, directly impacting the pension calculation.

**Motion by Mr. Thompson to adopt RES 2021-25: Minimum Municipal Obligation for Police Pension Fund. Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.  
**Motion passed unanimously.**

→ 7. *RES 2021-26: Minimum Municipal Obligation for Non-Uniformed Employees' Direct Contribution Plan - To Consider Adoption*

Mr. Seckinger requested approval of the 2022 MMO for the non-uniformed employees' defined contribution plan in the amount of \$61,655.30. He noted that in 2021, the contribution was \$51,000. Mr. Seckinger stated that the increase is due to the enrollment of new hires in the defined contribution plan rather than a defined benefit pension plan.

**Motion by Mr. Thompson to adopt RES 2021-26: Minimum Municipal Obligation for Non-Uniformed Employees' Direct Contribution Plan. Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

→ 8. *2021-2022 Bucks County Consortium Salt Bid – To Consider Award*

Mr. Seckinger presented the results of the 2021-2022 Bucks County Consortium Salt Bid. He recommended award to the lowest bidder, Morton Salt, at \$57.88 a ton delivered, and \$57.00 a ton for pickup.

**Motion by Mr. Thompson to award the 2021-2022 Bucks County Consortium Salt bid to Morton Salt at \$57.88/ton delivered and \$57.00/ton for pickup. Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

→ 9. *RES 2021-27: PECO Green Region Open Space Program Application – To Consider Adoption*

Mr. Seckinger presented RES 2021-27, authorizing application to the PECO Green Region Open Space Program. The grant program matches fifty percent of the Township's contribution to a green project. If received, the grant would be utilized to replace dead and diseased trees in the park system that have been impacted by ash borer and spotted lanternfly. Mr. Seckinger proposed that the Township apply to the grant and include the required fifty percent match in the 2022 budget.

**Motion by Mr. Thompson to adopt RES 2021-27: PECO Green Region Open Space Program Application. Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

→ 10. *Master Gardener's Memorial Park Plan – To Consider Approval*

Mr. Seckinger informed the Board that the Bucks County Master Gardeners have requested to install and maintain plants along Headquarters Trail at no cost to the Township. The Parks and Recreation Board reviewed the proposal and recommended approval.

**Motion by Mr. Thompson to approve the Master Gardener's Memorial Park Plan. Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

→ *Treasurer's Report: August 2021*

For the month of August 2021, revenues outpaced expenditures by \$11,010.

Real Estate Transfers posted \$67,541, Earned Income Taxes posted \$458,911, Local Service Tax posted \$36,247 and Building Permits posted \$10,914.

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

General Fund	\$	11,874,257
Firehouse and Equipment	\$	687,158
Road Machinery	\$	124,910
Federal Grant- ARPA	\$	769,276
General Obligation / Sinking Fund	\$	3,134
Capital Projects Fund	\$	24,059
Highway Aid Fund	\$	169,533

Parks and Recreation	\$	526,693
Parks and Recreation Capital Fund	\$	693,043
Capital Reserve	\$	<u>223,535</u>

Total      \$ 15,095,598

**Motion by Mr. Thompson to approve the Treasurer's Report for August 2021, 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.**

→ *Bill Payments 9-6-2021 & 9-20-2021*

Mr. Seckinger requested a motion to approve the bill payments for September 6<sup>th</sup>, totaling \$218,511.96, and September 20<sup>th</sup>, totaling \$241,008.53, subject to audit.

**Motion by Mr. Thompson to approve the Bill Payments for September 6, 2021, and September 20, 2021, 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:**

→ 1. *LD 14-04: Sailor Subdivision – Consider Approval of Legal Agreements*

Ms. Eberle informed the Board that the Sailor Subdivision is nearly ready to proceed. She presented three agreements that require the Board's approval: the Development Agreement, the Memorandum of Development Agreement, and the Stormwater Management Agreement.

**Motion by Mr. Thompson to approve LD 14-04: Sailor Subdivision Stormwater Management Agreement, Development Agreement, and Memorandum of Development Agreement. Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

■ **ENGINEER'S REPORT:**

→ 1. *LD 05-07: Warwick Business Campus Lots 13 & 14 (1537 Campus Drive) – To Consider Acceptance of Punch List*

Ms. Fountain recommended acceptance of the punch list for LD 05-07: Warwick Business Campus Lots 13 & 14 (1537 Campus Drive).

**Motion by Mr. Thompson to accept the punch list for LD 05-07: Warwick Business Campus Lots 13 & 14 (1537 Campus Drive). Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

→ 2. *LD 96-06: Warwick Business Campus Subdivision (Campus Drive) – To Consider Acceptance of Punch List*

Ms. Fountain recommended acceptance of the punch list for LD 96-06: Warwick Business Campus Subdivision (Campus Drive).

**Motion by Mr. Thompson to accept the punch list for LD 96-06: Warwick Business Campus Subdivision (Campus Drive). Second to motion by Chair Algeo.** Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

- **OLD BUSINESS:** Chair Algeo thanked the Township Public Works department for quickly restoring the township after tropical depression Ida.
  
- **NEW BUSINESS:** None
  
- **PUBLIC COMMENT:** None
  
- **ADJOURNMENT:**

The September 20, 2021, Warwick Township Board of Supervisors' public meeting was adjourned at 8:28 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA  
Township Manager

These minutes were approved at the  
Board of Supervisors' meeting held 10/18