

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
January 3, 2022

Members Present: Judith A. Algeo, Esq
 John W. Cox

Members Absent: Edward P. Thompson, Jr.

Others Present: Kyle Seckinger, MPA, Township Manager
 Mark Goldberg, Chief of Police
 Skye Sorresso, Assistant to the Manager

TEMPORARY CHAIR:

Mr. Cox nominated Ms. Algeo as temporary Chair. Ms. Algeo seconded.
Motion passed unanimously.

CALL TO ORDER:

The Warwick Township Board of Supervisors' January 3, 2022, public meeting was called to order at 7:01 p.m., by Judith Algeo, Temporary Chair, who then led attendees in the Pledge of Allegiance.

EXECUTIVE SESSION:

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

ANNOUNCEMENTS:

The next regular Board of Supervisors' meeting is Monday, January 17, 2022.

REORGANIZATION:

→1. *Nomination/Appointment of Chair/Vice Chairperson*

**Chair Algeo nominated John Cox to serve as Vice Chairperson. Mr. Cox seconded.
 Motion passed unanimously.**

**Mr. Cox nominated Judith Algeo to serve as Chairperson. Chair Algeo seconded.
 Motion passed unanimously.**

→2. *Appointments of Staff, Boards, Commissions, and Professionals*

Motion by Mr. Cox to approve the reorganization appointments as listed in the worksheet:

ELECTED OFFICIALS			
Chairperson	Judith Algeo, Esq.	Judith Algeo, Esq.	(1 yr.)
Vice Chairperson	John Cox	John Cox	(1 yr.)
APPOINTED STAFF/ PROFESSIONAL POSITIONS/ MANAGEMENT POSITIONS			

Township Manager/Secretary/ Treasurer/Public Info. Officer/ DVHIT/ DVWCT/ DVIT Representative/Act 32 Rep. alternate / Right to Know Officer	Kyle W. Seckinger, MPA	Kyle W. Seckinger, MPA	(1 yr.)
Assistant Township Manager/Act 32 Representative/Finance & Benefits Director	Becki J. Wilhelm, MPA	Becki J. Wilhelm, MPA	(1 yr.)
Planning and Zoning Director/Deputy Zoning Officer	Brandy Mckeever, BCO, CZO	Brandy Mckeever, BCO, CZO	(1 yr.)
Floodplain Manager/ Zoning Officer/Code Enforcement Officer	Brandy Mckeever, BCO, CZO	Kristen Beach, CZO	(1 yr.)
Building Inspection/Code Enforcement Officer/BCO	Keystone Municipal Services	Keystone Municipal Services	(1 yr.)
Chief of Police	Chief Mark Goldberg	Chief Mark Goldberg	(1 yr.)
Emergency Management Coordinator/Police Dept. Right to Know Officer	Chief Mark Goldberg	Chief Mark Goldberg	(1 yr.)
Deputy Emergency Management Coordinator	Kyle W. Seckinger, MPA	Kyle W. Seckinger, MPA	(1 yr.)
Township Engineer	Michele A. Fountain, PE (CKS Engineers)	Michele A. Fountain, PE (CKS Engineers)	(1 yr.)
Special Counsel - Labor Attorney	Ryan J. Cassidy, Esq. (Eckert Seamans)	Ryan J. Cassidy, Esq. (Eckert Seamans)	(1 yr.)
Township Solicitor	Mary Eberle, Esq. (Grim, Biehn & Thatcher)	Mary Eberle, Esq. (Grim, Biehn & Thatcher)	(1 yr.)
Township Actuary	Conrad Siegel	Conrad Siegel	(1 yr.)
Township Auditor	Bee & Bergvall Assoc.	Bee & Bergvall Assoc.	(1 yr.)
Duty Tow	Gredone's Towing Service	Gredone's Towing Service	(1 yr.)
	Glenn's Towing	Glenn's Towing	(1 yr.)
BOARDS / COMMISSIONS			
Agricultural Area Advisory Board	<i>Vacant</i>	James Wertman	(No exp.)
Police Pension Board	Judith Algeo, Esq.	Judith Algeo, Esq.	(1 yr.)
	Barry Szamboti	Barry Szamboti	(1 yr.)
	Chester Davis	Ed Dixon	(1 yr.)
	Kyle Seckinger	Kyle Seckinger	(1 yr.)

Emergency Communications Committee	Donna Littrell	Donna Littrell	(1 yr.)
	Barbara Weidner	Barbara Weidner	(1 yr.)
	Heidi Chen	Heidi Chen	(1 yr.)
	Elaine Fitt	Elaine Fitt	(1 yr.)
	Al Sigafoos	Al Sigafoos	(1 yr.)
	Barry Luroe	Barry Luroe	(1 yr.)
	Michael Italia	Michael Italia	(1 yr.)
	Michael Gecht	Michael Gecht	(1 yr.)
	Christopher Kotch	Christopher Kotch	(1 yr.)
	Frank Fiorentino	Frank Fiorentino	(1 yr.)
<i>Staff Liaison - Kyle Seckinger</i>			
Financial Advisory Committee	Chester Davis	Robert Fitt	(1 yr.)
	Jon Fioravanti	Jon Fioravanti	(1 yr.)
	John Ramey	John Ramey	(1 yr.)
	Ed Dixon	Ed Dixon	(1 yr.)
	Paul Hunzeker	Paul Hunzeker	(1 yr.)
<i>Staff Liaison - Becki Wilhelm</i>			
Tree Committee	Greg Mester	Greg Mester	(1 yr.)
	Marilyn Shatz	Nisha Patel	(1 yr.)
	Phyllis Rosenbaum		(1 yr.)
<i>Staff Liaison - Dan Sharapan</i>			
Parks & Recreation Board	Chris Goldrick	Judy Cox	(3 yr.)
	Donna Littrell	Donna Littrell	(3 yr.)
	<i>Vacant</i>	Peter Kirshe	(1 yr.)
	Lou Zabielski	Jessica Mandel	(2 yr.)
<i>Staff Liaison - Dan Sharapan</i>			
UCC/IPMC Appeals Board	Paul Alviggi	Paul Alviggi	(1 yr.)
	Christopher Walker	Christopher Walker	(1 yr.)
	Robert Pierce	Robert Pierce	(1 yr.)
<i>Staff Liaison - Brandy Mckeever</i>			
Vacancy Board Chairman	Joe Thiroway	Joe Thiroway	(1 yr.)
Zoning Hearing Board	Lorraine Sciuto-Ballasy	Lorraine Sciuto-Ballasy	(3 yr.)
<i>Alternate</i>	Joe Thiroway	Joe Thiroway	(1 yr.)
<i>Staff Liaison - Kristen Beach</i>			

Delegate to PSATS 2022 Annual Convention	Judith Algeo, Esq.	Judith Algeo, Esq.	(1 yr.)
Supervisor as Liaison	2021	Recommended for 2022	
Administration	Judith Algeo, Esq.	Judith Algeo, Esq.	(1 yr.)
Emergency Services	Edward Thompson	Edward Thompson	(1 yr.)
Financial Advisory	John Cox	John Cox	(1 yr.)
Parks and Recreation Board	Edward Thompson	Edward Thompson	(1 yr.)
Planning Commission	John Cox	John Cox	(1 yr.)
Police Department	Judith Algeo, Esq.	Judith Algeo, Esq.	(1 yr.)
Public Works Department	John Cox	John Cox	(1 yr.)
Water and Sewer Authority	Edward Thompson	Edward Thompson	(1 yr.)

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

Motion passed unanimously.

→3. *RES 2022-01: Set Treasurer's Bond – To Consider Adoption*

Chair Algeo presented RES 2022-01, setting the Treasurer's bond at three million dollars.

Motion by Mr. Cox to adopt RES 2022-01: Set Treasurer's Bond. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→4. *RES 2022-02: Set ZHB Salary – To Consider Adoption*

Chair Algeo presented RES 2022-02, setting the Zoning Hearing Board compensation at \$35.00 per hearing.

Motion by Mr. Cox to adopt RES 2022-02: Set ZHB Salary. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→5. *RES 2022-03: Set Holiday Schedule – To Consider Adoption*

Chair Algeo presented RES 2022-03, setting the 2022 holiday schedule.

Motion by Mr. Cox to adopt RES 2022-03: Set Holiday Schedule. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→6. *RES 2022-04: Set Meeting Schedules – To Consider Adoption*

Chair Algeo presented RES 2022-04, setting the 2022 meeting schedule. The Board of Supervisors will meet the 3rd Monday of every month, except for December when it will meet the 1st Monday. Capital projects for 2023 will be presented at the September meeting. The draft of the 2023 budget will be presented at the October meeting. The final budget for adoption will be considered at the November meeting.

Motion by Mr. Cox to adopt RES 2022-04: Set Meeting Schedules. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

→7. *RES 2022-05: Set Depositories – To Consider Adoption*

Chair Algeo presented RES 2022-05, setting the Township Depositories for 2022 as First National Bank of Newtown, TD Ameritrade, TD Bank, and PLGIT.

Motion by Mr. Cox to adopt RES 2022-05: Set Depositories. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

→8. *RES 2022-06: Set Fee Schedule – To Consider Adoption*

Chair Algeo presented RES 2022-06, setting the fee schedule for 2022. The fee schedule was presented and approved at the November 15, 2021, Board of Supervisors meeting.

Motion by Mr. Cox to adopt RES 2022-06: Set Fee Schedule. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

→9. *RES 2022-07: Set Non-Union Employee Salary Increases – To Consider Adoption*

Chair Algeo presented RES 2022-07, setting the 2022 pay increases for non-union employees. Pay increases for all full and part-time employees would be set at 1.0% within their salary range. Additional merit increases may be given up to a total average of 3% across the board, as budgeted. Employees above their salary range would be given any increases in the form of a one-time bonus. Returning seasonal employees would receive a \$0.50 to \$1.00 per hour increase.

Motion by Mr. Cox to adopt RES 2022-07: Set Non-Union Employee Salary Increases. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

→10. *RES 2022-08: Set Salary Ranges for Non-Contractual Employees – To Consider Adoption*

Chair Algeo presented RES 2022-08, setting the 2022 salary ranges for non-contractual employees.

Motion by Mr. Cox to adopt RES 2022-08: Set Salary Ranges for Non-Contractual Employees. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

→11. *RES 2022-09: Appoint TCC Delegates – To Consider Adoption*

Chair Algeo presented RES 2022-09, appointing the following 2022 Tax Collection Committee delegates:

Primary Voting Delegate: [Becki Wilhelm](#)
First Alternate Voting Delegate: [Marian Buck](#)
Second Alternate Voting Delegate: [Kyle Seckinger](#)

Motion by Mr. Cox to adopt RES 2022-09: Appoint TCC Delegates. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

→12. *RES 2022-10: Set Professional Consultant Fees – To Consider Adoption*

Chair Algeo presented RES 2022-10, setting the 2022 professional consultant fees.

Motion by Mr. Cox to adopt RES 2022-10: Set Professional Consultant Fees. Second to motion by Chair Algeo.

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

Motion passed unanimously

→13. *RES 2022-11: Manager Employment Agreement – To Consider Adoption*

Chair Algeo presented RES 2022-11, approving the Manager's employment agreement.

Motion by Mr. Cox to adopt RES 2022-11: Manager Employment Agreement. Second to motion by Chair Algeo.

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

Motion passed unanimously

■ **PUBLIC COMMENT:** None

■ **ADJOURNMENT:**

The January 3, 2022, Warwick Township Board of Supervisors' public meeting was adjourned at 7:05 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the
Board of Supervisors' meeting held 1/17