

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
May 16, 2022

Members Present: Judith A. Algeo, Esq, Chair
John W. Cox, Vice Chair
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' May 16, 2022, 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, April 18, 2022, Board of Supervisors' Meeting Minutes*

Motion by Mr. Cox to approve the April 18, 2022, 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 Parks and Recreation Department's first annual Food Truck Fest at Guinea Lane Park on May 21, 2022, from 11 a.m. to 5 p.m. The event will feature food, music, crafts, and vendors. For more information, please visit warwickrec.com

CITIZEN COMMENT:

Jim Wertman, Christina Tatel, and Miquel Rodriquez of Dark Hollow Road and Bill Kunze with the Heritage Conservancy addressed the Board. They discussed their concerns regarding the discoloration of the Neshaminy Creek along their properties. The Board of Supervisors asked Mr. Seckinger to investigate the issue as soon as possible and reach out to the residents with updates.

MANAGER'S REPORT:

→1. *PZON220122: 1035 W. Bristol Road – To Consider Corridor Overlay District Approval*

Mr. Seckinger presented PZON220122: 1035 W. Bristol Road for Corridor Overlay District approval. The applicant proposes to change the face of their free-standing, ground sign. No change has been proposed in sign location, size, structure, or electric. If approved, the new sign will read: "TopStaff Resources: Recruitment and Staffing".

Motion by Mr. Cox to grant Corridor Overlay District Approval to PZON220122: 1035 W. Bristol Road
Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 2. *Vehicle & Traffic Ordinance Amendment – To Consider Authorization of Advertisement*

Mr. Seckinger presented the Vehicle & Traffic Ordinance Amendment for advertisement. He explained that the ordinance would notably change the speed limit on Stony Road from thirty-five (35) miles per hour to thirty (30) miles per hour. It would also add twenty-five (25) mile per hour speed limits to many previously unlisted, dedicated, residential roads. Mr. Seckinger noted several other updates including a listing of intersections that utilize traffic lights, stop sign locations in newer developments, bridge weight restrictions, and the addition of 4x4 vehicles permitted to drive on Township Snow Emergency Routes without penalty.

Mr. Thompson inquired about permitting all-wheel-drive vehicles to travel on Township Snow Emergency Routes. Chief Goldberg confirmed that it had been considered; however, due to the variability of all-wheel drive vehicles and their respective capabilities, they were not added to the permitted vehicle list.

Motion by Mr. Cox to authorize advertisement of the Vehicle & Traffic Ordinance Amendment.

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

Motion passed unanimously.

→ 3. *RES 2022-13: Destruction of Records – To Consider Adoption*

Mr. Seckinger introduced Resolution 2022-13: Destruction of Records for adoption. He explained that per the adopted Municipal Records Manual, the resolution would authorize the destruction of financial records older than seven (7) years, unhired employment applications, and general email correspondence from 2017 and older.

Motion by Mr. Cox to adopt RES 2022-13: Destruction of Records.

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

Motion passed unanimously.

→ 4. *Township Work Policy ADMIN-06: Annual Merit Salary Adjustment Policy – To Consider Approval*

Mr. Seckinger presented Township Work Policy ADMIN-06: Annual Merit Salary Adjustment Policy. The proposed policy would memorialize current practices concerning annual performance evaluations and the use of Board established salary ranges to determine annual raises for non-union, non-uniformed employees.

Motion by Mr. Cox to approve Township Work Policy ADMIN-06: Annual Merit Salary Adjustment Policy.

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

Motion passed unanimously.

→ 5. *Warwick Township Historical Society Agreement – To Consider Approval*

Mr. Seckinger presented the Warwick Township Historical Society Agreement for the Board's consideration.

The new agreement features a three (3) year term with an optional three (3) year extension. Mr. Seckinger noted that the proposed agreement is based on the original and only features changes that reflect the current arrangement and conditions on-site.

Motion by Mr. Cox to approve the Warwick Township Historical Society Agreement.

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

Motion passed unanimously.

→ 6. Township Building Restroom Renovations – To Consider Authorization of Advertisement

Mr. Seckinger presented the Township Building Restroom Renovations Bids for advertisement. If approved, Mr. Seckinger noted that the bids could be awarded at the June Board of Supervisors' meeting.

Motion by Mr. Cox to authorize advertisement of the Township Building Restroom Renovations Bids.

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: April 2022

For the month of April 2022, revenues outpaced expenditures by \$1,911,810.

Real Estate Transfers posted \$74,239 and Building Permits posted \$15,666. Earned Income Tax posted \$209,591 and Local Service Tax posted \$4,865.

Fund balances for April 2022 are as follows, subject to audit:

General Fund	\$	13,147,053
Firehouse and Equipment	\$	763,100
Road Machinery	\$	219,084
Federal Grant- ARPA	\$	574,822
General Obligation / Sinking Fund	\$	2,011
Capital Projects Fund	\$	198,296
Highway Aid Fund	\$	596,447
Parks and Recreation	\$	693,193
Parks and Recreation Capital Fund	\$	687,257
Capital Reserve	\$	<u>223,609</u>

Total \$ 17,104,872

Motion by Mr. Cox to approve the Treasurer's Report for April 2022, 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 5-2-2022 & 5-16-2022

Mr. Seckinger requested a motion to approve the bill payments for May 2nd totaling \$54,479.94, and for May 16th totaling \$187,267.71, subject to audit.

Motion by Mr. Cox to approve the Bill Payments for May 2, 2022, and May 16, 2022, 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:**

→ 1. *ORD 2022-01: Amendment to the Zoning Ordinance (Wireless Communications Facilities)*
– *To Consider Adoption*

Ms. Eberle presented ORD 2022-01: Amendment to the Zoning Ordinance (Wireless Communications Facilities). The ordinance, which was authorized for advertisement at the March 21, 2022, meeting, impacts the Township's treatment of small wireless facilities in the public right-of-way. Chair Algeo opened the public hearing and invited comment or discussion. There was none. Mr. Thompson felt the required facility painting should be subject to Township approval. Ms. Eberle confirmed that the ordinance would not need to be amended to reflect that change. The vote was called.

Motion by Mr. Cox to adopt ORD 2022-01: Amendment to the Zoning Ordinance (Wireless Communications Facilities), as amended. Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

■ **ENGINEER'S REPORT:** None

■ **OLD BUSINESS:** None

■ **NEW BUSINESS:** None

■ **PUBLIC COMMENT:** None

■ **ADJOURNMENT:**

The May 16, 2022, Warwick Township Board of Supervisors' public meeting was adjourned at 7:32 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the Board of Supervisors' meeting held 6/20/22