

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
November 21, 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
Becki Wilhelm, Assistant Township Manager
Mark Goldberg, Chief of Police
Jon Ogborn, Police Lieutenant
Kristen Beach, Zoning Officer
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' November 21, 2022, public meeting was called to order at 7:01 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 real estate, litigation, and personnel.

APPROVAL OF MINUTES:

→ *Monday, September 19, 2022, Board of Supervisors' Meeting Minutes*

Motion by Mr. Cox to approve the September 19, 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 2-0. Chair Algeo abstained.

→ *Monday, October 17, 2022, Board of Supervisors' Meeting Minutes*

Motion by Mr. Cox to table the October 17, 2022, 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 2-0. Mr. Thompson abstained.

ANNOUNCEMENTS:

Mr. Seckinger reminded everyone that the 2022 Ho Ho Ho Holiday Party will be held at Warwick Community Park on Saturday, December 3rd, from 11AM to 1PM. For information on this and other upcoming events, please visit warwickrec.com or contact the Parks and Rec Coordinator, Erin Long.

CITIZEN COMMENT:

None.

MANAGER'S REPORT:

→1. ZHB 22-13: Frankford Sod Co. (2751 York Rd) – For Zoning Review

Mr. Seckinger provided a brief introduction to the project. The applicant and property owner, Mr. Alan Leonard, submitted an application to the Zoning Hearing Board to appeal the determination of the Zoning Officer or, in the alternative, request a use variance.

The property at 2751 York Road contains a single-family dwelling and several accessory structures. The adjoining parcel contains a pole barn where the applicant states his business, Frankford Sod Co., Inc. has been operating.

On September 9, 2022, Mr. Leonard submitted a Commercial Use and Occupancy application which proposed Willow Tree and Landscape Services, Inc. to purchase the property and utilize the existing pole barn to operate an (H5) Contracting use. Upon review of the application, the Township could not substantiate that the proposed (H5) use is a legal nonconforming use nor permitted by right.

Mr. Seckinger noted that an (H5) Contracting use is not a permitted use within the (O) Zoning District. He added that all previous zoning districts assigned to the property dating back to the enactment of the first Zoning Ordinance in 1947 also do not permit Contracting uses.

Mr. Seckinger informed the Board that if they were inclined to remain neutral to the application, the staff recommends that the property install a full landscaped buffer as required by the Zoning Ordinance, pave and stripe any required parking lot and parking spaces, comply with all building code requirements as a change in use, and prohibit storage of logs, wood debris, mulch, or similar material.

Mr. Mike Malloy, Applicant Attorney, said that he believed the applicant would be amenable to the suggested conditions. He requested the Board remain neutral to the application and allow the applicant to work with the Zoning Hearing Board to determine suitable terms to allow the sale and use of the property.

Mr. Malloy inquired about previously issued building permits for the property. Mr. Seckinger stated that the permits had been issued for an (A1) Agricultural use.

Mr. Malloy explained that the new property owner intends to use the property in the same manner as it is currently used. The landscaping equipment would be driven off the property to the job location, unloaded, utilized, reloaded, and returned to the property for storage.

The Board of Supervisors chose to remain neutral to the application, so long as the applicant complies with the stated recommendations of the Township Staff.

→ 2. PZON220299: Love My Do Hair Salon (2291 York Rd) – To Consider Corridor Overlay District Approval

Mr. Seckinger presented PZON220299 for Corridor Overlay Approval. The new tenant, Love My Do Hair Salon, at 2291 York Road submitted a sign permit application to replace the existing signage in-kind.

Mr. Cox submitted a Disclosure Statement for this permit application.

Motion by Mr. Thompson to grant Corridor Overlay Approval to PZON220299: Love My Do Hair Salon (2291 York Rd). Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed 2-0. Mr. Cox abstained.

→ 3. *2023 Budget Presentation – To Consider Adoption*

Mr. Seckinger presented the 2023 Budget for adoption. The draft Budget was authorized for advertisement at the Board's October meeting. After advertising, the following changes were made:

- General Fund - Personnel Health Insurance under Executive Expenses was updated from \$615,650 to \$628,150. There is a pending family status change that was not known at the time of developing the budget that will increase the healthcare cost for staff.
- Park & Recreation Fund - Seasonal Celebration Expenses under Civic Celebrations have increased from \$26,450 to \$32,950 to account for increasing costs of goods and services provided during the Township events.

Mr. Seckinger noted that all changes remain under the 25% category and 10% overall threshold requirement for re-advertisement. He requested the Board consider adopting the 2023 Budget as revised.

Motion by Mr. Cox to adopt the 2023 Budget 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. *2022-2023 Snow Bid – To Consider Award*

Mr. Seckinger presented the results of the 2022-2023 Snow Bid. He explained that several of the Township's usual snow removal contractors missed the bidding deadline. As such, the bid was readvertised and reposted.

In the interim, Mr. Seckinger recommended awarding the 2022-2023 snow removal contract to James Sankey & Associates. He added that additional bidders from the rebid will be presented at the Board's December meeting.

Motion by Mr. Cox to award the 2022-2023 Snow Bid to James Sankey & Associates.

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

Motion passed unanimously.

→ 7. *RES 2022-22: 2023 Tax Millage Rates – To Consider Adoption*

Mr. Seckinger introduced Resolution 2022-22: 2023 Tax Millage Rates for the Board's consideration. He explained that the 2023 Budget includes the following unchanged millage rates from 2022:

- 11.75 Mills – General Fund
- 0.75 Mills – Fire Protection Services
- 1 Mill – Park & Recreation Operations
- 1 Mill – Park & Recreation Capital
- 0.75 Mills – Road Machinery

Motion by Mr. Cox to adopt RES 2022-22: 2023 Tax Millage Rates.

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

Motion passed unanimously.

→ 6. RES 2022-23: Supporting H.R. 8994 – To Consider Adoption

Mr. Seckinger introduced Resolution 2022-23: Supporting H.R. 8994. He explained that the Resolution would convey the Township's support for House Bill 8994: The Supporting our First Responders Act. The bill establishes a grant program that would provide funding for salaries and stipends to increase the number of front-line EMS responders, wellness and fitness programs for EMS personnel, cost reimbursement for certification and recertification courses, purchase of EMS vehicles, PPE, pharmaceuticals, medical supplies, and equipment, and the modification and maintenance of EMS facilities.

Motion by Mr. Cox to adopt RES 2022-23: Supporting H.R. 8994.

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: October 2022*

For the month of October 2022, expenditures outpaced revenues by \$558,720 .

Real Estate Transfers posted \$35,435 and Building Permits posted \$13,505. Earned Income Tax posted \$176,770 and Local Service Tax posted \$4,251.

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

General Fund	\$	13,009,578
Firehouse and Equipment	\$	670,492
Road Machinery	\$	1,305
Federal Grant- ARPA	\$	1,198,374
General Obligation / Sinking Fund	\$	0
Capital Projects Fund	\$	317,224
Highway Aid Fund	\$	166,777
Parks and Recreation	\$	643,295
Parks and Recreation Capital Fund	\$	531,806
Capital Reserve	\$	<u>223,730</u>
Total	\$	<u>16,762,581</u>

Motion by Mr. Cox to approve the Treasurer's Report for October 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 11-7-2022 & 11-21-2022*

Mr. Seckinger requested a motion to approve the bill payments for November 7th, totaling \$255,317.73, and for November 21st, totaling \$156,343.75, subject to audit.

Motion by Mr. Cox to approve the Bill Payments for November 7, 2022, and November 21, 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:** None

■ **ENGINEER'S REPORT:**

→1. *LD 21-02: Spring Dance Hot Tubs (Lot 18, Warwick Business Campus) – To Consider Escrow Release #1*

Ms. Fountain presented LD 21-02: Spring Dance Hot Tub (Lot 18, Warwick Business Campus) - Escrow Release #1 for the Board's consideration. She recommended a reduction in the financial security in the amount of \$93,374.00.

Motion by Mr. Cox to approve Escrow Release #1 - LD 21-02: Spring Dance Hot Tubs (Lot 18, Warwick Business Campus). Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

■ **OLD BUSINESS:** None

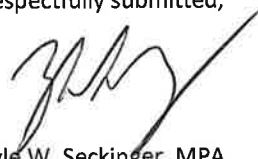
■ **NEW BUSINESS:** None

■ **PUBLIC COMMENT:** None

■ **ADJOURNMENT:**

The November 21, 2022, Warwick Township Board of Supervisors' public meeting was adjourned at 7:16 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the Board of Supervisors' meeting held 12/5/22