

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
March 20, 2023

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
Brandy Mckeever, Director of Planning and Zoning
Mary Eberle, Esq., Township Solicitor
John Evarts, P.E., Township Engineer
Skye Sorresso, Assistant to the Manager

CALL TO ORDER:

The Warwick Township Board of Supervisors' March 20, 2023, 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 and personnel.

APPROVAL OF MINUTES:

→ *Monday, February 20, 2023, Board of Supervisors' Meeting Minutes*

Motion by Mr. Thompson to approve the February 20, 2023, 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 reminded everyone that the Warwick Township Parks and Recreation Department will host the 28th Annual Egg Hunt on April 1st, 2023, at the Community Park. The hunt will be separated into four (4) age groups and begin promptly at 1pm.

The 2nd Annual Food Truck Event has been rescheduled for Saturday, November 4th from 12 to 4pm at MBIT. For more information on either of these events, please visit warwickrec.com.

Senator Frank Farry's office will begin visiting the Township Administration Building on the 4th Wednesday of each month from 9am to 12pm, beginning March 22nd. Due to the distance of his District Office from the Township, Senator Farry's staff will be available on-site to assist residents with state government services including property Tax/Rent Rebate applications, birth & death certificate applications, SEPTA Senior Key card registrations and renewals, and unemployment issues.

Mr. Seckinger also announced an open township employment opportunity for a crossing guard position and encouraged anyone interested to visit the township website for more information on how to apply.

CITIZEN COMMENT:

Mr. Roger Robbins of Old York Road addressed the Board on behalf of his late aunt and uncle, Alberta and Charles Plumly. He explained that they had lived on School House Lane for fifty-five years (55) and in their passing, wished to make a large donation to the Warwick Fire Company. Mr. Robbins then presented Mr. Robert Gourley, WFC President, and Mr. Aaron McCarty, WFC Chief, with a check on the Plumly's behalf. Mr. Gourley, Mr. McCarty, and the Board of Supervisors expressed their gratitude to Mr. Robbins and the Plumlys for their generosity.

MANAGER'S REPORT:

→1. PZON230012: RAV Collision Services (2150 York Road) – To Consider Corridor Overlay Approval

Mr. Seckinger presented PZON230012: RAV Collision Services (2150 York Road). He explained that the current tenant, RAV Collision Services, Inc., proposes to replace the existing wall sign located on the building at 2150 York Road in Jamison. They propose to replace the existing sixteen (16) square foot sign that reads "Jamison Auto Service" with an approximately 15.6 square foot sign. The new sign would consist of a black background with orange letters that read "RAV Collision".

Motion by Mr. Thompson to grant corridor overlay approval for PZON230012: RAV Collision Services (2150 York Road). Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 2. Pollinator Park Plan (Turkey Trot Rd & Land Rd) – To Consider Approval

Mr. Seckinger presented the Pollinator Park Plan. He explained Pollinator Park is a placeholder name given to the open space at the corner of Turkey Trot and Land Road.

Ms. Mckeever thanked Mr. Seckinger. She explained that as a volunteer of the Neshaminy Watershed Organization, the organization plans to partner with the Penn State Extension for this plan. The groups would work with the existing growth on the parcel, bolster the parcel with additional plantings, and establish a natural rain garden. Ms. Mckeever also explained that the plan includes a 'tiny forest', a newer concept from Japan and the United Kingdom. The tiny forest would be an area of dense plantings that would develop into an established woodland within two (2) to three (3) years. She also noted that educational signage would be erected and possibly donations of benches from partners. Warwick Township would contribute street trees along the front perimeter of the house and maintain an eight (8) foot perimeter along the street. She clarified that additional maintenance would be done by volunteers of the organizations.

Chair Algeo explained that she spoke with residents in that area about the project and they had expressed their excitement.

Mr. Thompson inquired about the average size of the plantings. Ms. Mckeever explained they would be mostly small tublings that would be densely planted and enclosed with a perimeter cage.

Chair Algeo and Mr. Thompson expressed their support for the plan.

→ 3. Uniform Construction Code Board Position – To Consider Acceptance of Resignation and Appointment of Member

Mr. Seckinger informed the Board that Mr. Robert Pierce of the Uniform Construction Code Board will be moving out of the township and has submitted a letter of resignation from his position. Mr. Seckinger and the staff recommended appointing Mr. Michael Italia to the position. He explained that Mr. Italia is a Warwick resident and

Building Inspector/Code Enforcement Officer with Barry Isett & Associates, affording him the exact knowledge needed to opine matters of the building code.

Motion by Mr. Thompson to accept the resignation of Mr. Robert Pierce from the Uniform Construction Code Board and appoint Mr. Michael Italia. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 4. *2023-2024 Bucks County Consortium Road Materials Bid – To Consider Award*

Mr. Seckinger introduced the 2023-2024 Bucks County Consortium Road Materials bid. He recommended awarding the bid to the low bidders with travel time included, Miller Materials for asphalt and Plumstead Materials for Stone.

Motion by Mr. Thompson to award the 2023-2024 Bucks County Consortium Road Materials Bid to Miller Materials for Asphalt and Plumstead Materials for Stone. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 5. *2023 Road Program/Pickleball/Basketball Courts Bid – To Consider Award*

Mr. Seckinger presented the 2023 Road Program/Pickleball/Basketball Courts Bid for award. He explained that the bid opened on March 2nd, the lowest bidder for the base bid was A.H. Cornell & Son, Inc. at \$1,064,802.95. A.H. Cornell & Son, Inc. was also the lowest bidder for the base bid with the add/alternate at \$1,203,614.95.

For 2023, \$615,000 from the Highway Aid Fund and \$194,000 from the General Fund was budgeted for the road program. \$100,000 from the Park and Recreation Capital Fund and \$192,000 from the ARPA Fund was budgeted for the court resurfacing. In total, \$1,101,000 was budget for this project; therefore, the bid came in at \$36,197.05 less than budgeted for the base bid and \$102,614.95 more than budgeted for the base bid with the add/alternate.

Mr. Seckinger recommended awarding the base bid with add/alternate to A.H. Cornell & Son, Inc. due to Heritage Drive's condition, a higher amount of Earned Income Tax revenue than expected, and \$125,000 in unspent 2023 snow removal funds.

Motion by Mr. Thompson to award the 2023 Road Program/Pickleball/Basketball Courts Base Bid and Add/Alternate to A.H. Cornell & Son, Inc, in the amount of \$1,203,614.95. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 6. *Old York Road Culvert Bid – To Consider Authorization to Readvertise*

Mr. Seckinger requested approval to readvertise the Old York Road Culvert Bid. He explained that no bids were received and per municipal purchasing guidelines, we must rebid a second time. If no bids are received again, the township can negotiate with a supplier for a price.

Mr. Thompson asked about utilizing the state's COSTARs program. Mr. Evarts explained that CKS Engineers looked into using the program; however, due to the custom size of the culvert, no participating manufacturers were found.

Mr. Thompson also inquired about road closure during installation. Mr. Seckinger replied that full closures would be kept at a minimum; however, single-lane closures would be likely. He added that residents in the area would be notified about any road closures.

**Motion by Mr. Thompson to authorize readvertisement of the Old York Road Culvert Bid. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.**

→ 7. *Guinea Lane Park Project Baseball Field Bid – To Consider Authorization to Advertise*

Mr. Seckinger presented the Guinea Lane Park Project Baseball Field Bid for authorization for advertisement. He explained that the bid placement has been tentatively scheduled for April 10th, bid opening on May 4th, and consideration for award on May 15th. CKS Engineers has been working on securing the necessary permits for the project.

Mr. Thompson inquired about the timing for the parking lot installation. Mr. Seckinger explained that the lot will be installed before the earthwork is completed for the baseball field. The base coat and stormwater facilities would be installed first and the top coat with line striping would be completed later on.

Mr. Thompson also inquired about the timeline for work on the pickleball courts. Mr. Seckinger said that they would have a better idea after preconstruction meetings. He added that the pickleball teams had been made aware of the court work and that no court fees were charged as a result. Mr. Seckinger added that the staff will work with the bidder to ensure that no demolition is done on the courts until all the materials are ready in order to minimize downtime.

**Motion by Mr. Thompson to authorize advertisement of the Guinea Lane Park Project Baseball Field Bid. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.**

→ 8. *RES 2023-13: DCNR Recreation Station Playground Grant – To Consider Adoption*

Mr. Seckinger presented RES 2023-12: DCNR Recreation Station Playground Grant for adoption. He explained that the Board previously approved a resolution authorizing application to a DCNR special funding round for this project. Unfortunately, the Recreation Station Playground project was not selected for the special funding round and staff is now requesting authorization to apply to the DCNR regular grant cycle. If awarded, the grant would be utilized to replace the remaining sections of the twenty-five (25) year-old playground.

**Motion by Mr. Thompson to adopt RES 2023-13: DCNR Recreation Station Playground Grant. 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: February 2023*

For the month of February 2023, expenditures outpaced revenues by \$370,701.

Real Estate Transfers posted \$23,104 and Building Permits posted \$9,750. Earned Income Tax posted \$537,369 and Local Service Tax posted \$35,750.

**The EIT and LST revenue was earned and receipted in 2022 for January and February of 2023.

Fund balances for February 2023 are as follows, subject to audit:

General Fund	\$	12,629,716
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Firehouse and Equipment	\$	657,479
Road Machinery	\$	1,166
Federal Grant- ARPA	\$	880,300
Capital Projects Fund	\$	230,986
Highway Aid Fund	\$	167,277
Parks and Recreation	\$	659,210
Parks and Recreation Capital Fund	\$	519,567
Capital Reserve	\$	<u>224,539</u>
Total	\$	<u>15,970,240</u>

Motion by Mr. Thompson to approve the Treasurer's Report for February 2023, 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 3-6-2023 & 3-20-2023*

Mr. Seckinger requested a motion to approve the bill payments for March 6th, totaling \$190,302.31, and March 20th, totaling \$112,408.00, subject to audit.

Motion by Mr. Thompson to approve the Bill Payments for March 6, 2023, and March 20, 2023, 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. *ORD 2023-01: SALDO Amendment – To Consider Authorization to Advertise*

Ms. Eberle Presented ORD 2023-01: SALDO Amendment for consideration to authorize advertisement. She explained that the proposed ordinance had been reviewed by the staff and CKS Engineers, and seeks to make wholesale changes, correct typos, and modernize design and construction requirements.

Mr. Thompson asked for clarification on the section regarding snow storage areas. Ms. Eberle clarified that the section would allow for the establishment of easements on private property on which snow can be collected and deposited following large snowstorms.

Mr. Thompson also requested clarification on the section regarding free-standing light fixtures Mr. Seckinger and Mr. Evarts explained that the proposed change would allow free-standing light fixtures in the Corridor Overlay District to be made of metal rather than wood.

Motion by Mr. Thompson to authorize advertisement of ORD 2023-01: SALDO Amendment. 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 11-02: Warwick Mill – To Consider Escrow Release #8 (Final)/Certification of Completion & Maintenance Period*

Mr. Evarts recommended a final reduction in the financial security for LD 11-02: Warwick Mill in the amount of \$68,905.04. Mr. Evarts noted pursuant to the Development Agreement, that \$302,915.13 would be retained for a period of eighteen (18) months to satisfy the maintenance security requirements.

Motion by Mr. Thompson to approve Escrow Release #8 - LD 11-02: Warwick Mill. Second to motion by Chair Algeo. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 2. *LD 21-02: Spring Dance Hot Tubs (Campus Dr) – To Consider Escrow Release #4*

Mr. Evarts recommended a fourth reduction in the financial security for LD 21-02: Spring Dance Hot Tubs in the amount of \$20,251.00.

Motion by Mr. Thompson to approve Escrow Release #4 - LD 21-02: Spring Dance Hot Tubs (Campus Dr). Second to motion by Chair Algeo. 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 March 20, 2023, Warwick Township Board of Supervisors' public meeting was adjourned at 7:39 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the Board of Supervisors' meeting held 4/17/2023