

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
June 19, 2023

Members Present: Judith A. Algeo, Esq., Chair
John W. Cox, Vice Chair
Edward P. Thompson, Jr., Member

Others Present: Kyle Seckinger, MPA, Township Manager
Jon Ogborn, Police Lieutenant
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' June 19, 2023, 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, May 15, 2023, Board of Supervisors' Meeting Minutes*

Motion by Mr. Cox to approve the May 15, 2023, 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 announced the kickoff of the Summer Movies in the Park Series with Puss in Boots: The Last Wish on Wednesday, June 21st. Movies are shown on the field behind the large pavilion at Community Park and start at 8:45pm. For more information, please visit warwickrec.com.

CITIZEN COMMENT:

None.

MANAGER'S REPORT:

→1. **ZHB 23-08: Accel Auto (1693 Meetinghouse Rd) – For Zoning Review**

Mr. Seckinger presented ZHB 23-08: Accel Auto for Zoning Review. He explained that the applicants, John and Sherry Perry of 1693 Meetinghouse Road, wish to modify an existing Zoning Hearing Board decision from 1982. The original decision contained a stipulation that the business, Accel Auto, cannot exceed two employees. The applicant wishes to increase the number of employees to no more than five. The Board chose to remain neutral to the application.

→ 2. *2023 York Road Sidewalk Bid – To Consider Award*

Mr. Seckinger presented the 2023 York Road Sidewalk bid for award. He explained that the bid opened on June 8th, 2023. The lowest responsible bidder was Ocean Construction from Williamstown, NJ at \$105,654. The low bid was \$17,654 higher than estimated. The York Road Sidewalk project will be funded through the Capital Fund, which also funds the Stover Mill Basin and Valley Road Bridge projects. With both the Stover Mill Basin and the Valley Road Bridge projects contingent on grants that have yet to be awarded, \$520,000 is allocated for projects that may now be 2024 capital projects. Mr. Seckinger recommended awarding the York Road Sidewalk Project to Ocean Construction from Williamstown, NJ.

Motion by Mr. Cox to award the 2023 York Road Sidewalk bid to Ocean Construction in the amount of \$105,654. Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 3. *2024 Sidewalk Program – To Consider Approval*

Mr. Seckinger presented the 2024 Sidewalk Program for approval. He recommended directing the staff to begin the program this summer due to historically long lead times for PennDOT HOP permits and required construction easements. Mr. Seckinger proposed several sidewalk connections for consideration, including 1990 York Road (Paradiso Restaurant), 2100 York Road (Redeemer Lutheran Church), 2132 York Road (Wackenhut), and a connection between Russett and Tulip Drives.

Mr. Thompson felt the proposed connection between Russett and Tulip Drives would be better placed between Tulip Drive and Alley B in the Stover Mill Community.

Mr. Thompson also inquired about the installation of a sidewalk along York Road between 2190 York Road (Giovanni's Pizza) and 2140 York Road (Sunoco). Mr. Seckinger believed the installation of a sidewalk in that area had been explored by the developer of the Bridges at Warwick but was determined to be too difficult. Chair Algeo asked Mr. Seckinger to explore the possibility further.

Motion by Mr. Cox to approve the 2024 Sidewalk Program as Amended. Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 4. *Zoning Officer – To Consider Appointment*

Mr. Seckinger informed the Board that Thomas Jones had been hired on June 5, 2023, to serve as the future Zoning Officer. During his training period, Mr. Seckinger requested that Mr. Jones be appointed Deputy Zoning Officer and Brandy Mckeever, Director of Planning and Zoning, be appointed Chief Zoning Officer.

Motion by Mr. Cox to appoint Brandy Mckeever as Chief Zoning Officer and Thomas Jones as Deputy Zoning Officer. Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ 5. *Dark Hollow Road WTW&SA Property – For Discussion*

Mr. Seckinger presented the Dark Hollow Road - Warwick Water and Sewer Authority property for discussion. He explained that since the abandonment of the Dark Hollow Road pump station, the Water and Sewer Authority has had little use for the property. This spring, they offered the property to the Township in the form of a hybrid

property transfer with a conservation easement. Initially, staff believed that the property could be used for storage and/or staging for the Public Works Department.

Mr. Seckinger explained that the Township recently became aware that the Water and Sewer Authority is in the concept stage of constructing a large pole barn building at their sewage treatment plant at Mearns Road and Campus Drive. After a subsequent site visit to the Dark Hollow Road property, staff believes the Mearns Road facility may be the more appropriate location for off-site storage. The Mearns Road property could fit a mutually utilized pole barn to store both Water and Sewer and Public Works Department equipment. The property is also located in an existing industrial park, whereas the Dark Hollow Road property abuts residential and open space properties.

Mr. Seckinger also felt the acquisition of the Dark Hollow Road property was advantageous but may be more appropriate to retain the property as only an addition to the Township's open space inventory.

Mr. Cox asked how the proposed pole barn would be utilized by the Public Works Department. Mr. Seckinger explained that over time, the Public Works Department has transitioned from a maintenance only unit to a construction unit as well. As a result, they have acquired more equipment, including a loader, paver, street sweeper, and equipment trailers. The proposed pole barn would be used as overflow storage for equipment during the off-season.

→ *Treasurer's Report: May 2023*

For the month of May 2023, revenues outpaced expenditures by \$606,345.

Real Estate Transfers posted \$18,845 and Building Permits posted \$105,921. Earned Income Tax posted \$690,559 and Local Service Tax posted \$43,468.

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

General Fund	\$	14,652,883
Firehouse and Equipment	\$	746,398
Road Machinery	\$	112,503
Federal Grant- ARPA	\$	799,584
Capital Projects Fund	\$	18,441
Highway Aid Fund	\$	627,221
Parks and Recreation	\$	851,603
Parks and Recreation Capital Fund	\$	723,125
Capital Reserve	\$	225,493
Total	\$	<u>18,757,251</u>

Motion by Mr. Cox to approve the Treasurer's Report for May 2023, 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 6-5-2023 & 6-19-2023*

Mr. Seckinger requested a motion to approve the bill payments for June 5th totaling \$237,411.84, and June 19th, totaling \$283,251.11, subject to audit.

Motion by Mr. Cox to approve the Bill Payments for June 5, 2023, and June 19, 2023, 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. *LD 04-04: Warwick Office Park (Kendarbren Dr) – To Consider Declaration of Default*

Ms. Eberle presented RES 2023-22: Warwick Office Park Declaration of Default. Since the execution of the original Development Agreement in 2006, the Township has urged the developer to complete the last of the required public improvements and they have failed to do so. Ms. Eberle requested the Board consider adopting RES 2023-22 to declare the developer in default and begin the process required to withdraw the remaining balance of the Warwick Office Park (Commonwydds II) financial security. After declaring the developer in default, Township staff will organize a meeting with the developer to attempt to resolve the default.

Motion by Mr. Cox to adopt RES 2023-22: Warwick Office Park. 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:**

→1. *LD 03-08: Woodlands at Warwick (Memorial Dr) – To Consider Escrow Release #6*

Ms. Fountain recommended a reduction in the financial security for LD 03-08: Woodlands at Warwick (Memorial Dr) in the amount of \$74,310.

Motion by Mr. Cox to approve LD 03-08: Woodlands at Warwick (Memorial Dr) – Escrow Release #6. Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, a vote was called.
Motion passed unanimously.

→2. *LD 21-02: Spring Dance Hot Tubs (Campus Dr) – To Consider Escrow Release #6*

Ms. Fountain recommended a reduction in the financial security for LD 21-02: Spring Dance Hot Tubs (Campus Dr) in the amount of \$33,280.

Motion by Mr. Cox to approve LD 21-02: Spring Dance Hot Tubs (Campus Dr) – Escrow Release #6. Second to motion by Mr. Thompson. Chair Algeo invited comment or discussion. There being none, a vote was called.
Motion passed unanimously.

■ **OLD BUSINESS:**

Mr. Thompson inquired about the lot currently being developed by Gasper Landscapes in the Warwick Business Campus. Ms. Fountained clarified that it is Lot 4 which takes access off Camars Drive.

■ **NEW BUSINESS:**

Mr. Thompson inquired about the Guinea Lane Park Pickleball Courts Project. Mr. Seckinger explained that staff met with the contractor and directed them to only begin work once all the materials had been obtained to minimize the duration of the pickleball court closures. He added that the courts were closed last week, and demolition was completed. Mr. Seckinger will reach out to the contractor and get an estimated date of completion for the project.

Mr. Thompson also inquired about the 90' Baseball Field Project. Mr. Seckinger informed the Board that Phase One of the project, the stoning of the driveway and parking lot off Guinea Lane, had been started by the Public Works Department. A preconstruction meeting for the next phase would be held June 20th. Mr. Thompson asked when a schedule would be available. Mr. Seckinger responded that a schedule would be available soon after the preconstruction meeting.

PUBLIC COMMENT:

None.

■ **ADJOURNMENT:**

The June 19, 2023, Warwick Township Board of Supervisors' public meeting was adjourned at 7:21 p.m.

These minutes were approved at the Board of Supervisors' meeting held 7/17

Respectfully submitted,


Kyle W. Seckinger, MPA
Township Manager