

**WARWICK TOWNSHIP**  
**Board of Supervisors' Public Meeting Minutes**  
**August 21, 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' August 21, 2023, public meeting was called to order at 7:03 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, July 17, 2023, Board of Supervisors' Meeting Minutes*

**Motion by Mr. Cox to approve the July 17, 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 made the following announcements:

Warwick Township and the American Red Cross will host a blood drive in the Administration Building Main Meeting Room on Wednesday, August 23rd, from 2pm to 7pm. For more information or to schedule an appointment, please visit [RedCrossBlood.org](http://RedCrossBlood.org).

Registration is open for the 10th Annual Lewy Body Dementia Walk. The walk will be held September 24th from 10am to 12pm at Warwick Community Park. Please visit [warwickrec.com](http://warwickrec.com) to register.

The Guinea Lane Park Improvements Grand Opening will be held on Wednesday, October 11th at 3pm.

**CITIZEN COMMENT:**

Mr. Roger Robbins of Old York Road requested an update on the Old York Road Culvert project. Mr. Seckinger explained that the Township had gone out to bid twice for a concrete culvert and received no bids. As a result, the Township consulted with CKS Engineers and decided to move forward with the purchase of a metal alternative through a COSTARS vendor. Mr. Seckinger explained that delivery and installation of the culvert is expected this fall.

Mr. Robbins expressed concern about the erosion around his property and requested information about the location of the culvert work. Mr. Seckinger said that he would be happy to provide Mr. Robbins with the project plans and clarified that all work would be completed within the Right-of-Way.

Mr. Robbins also expressed concern regarding a recently constructed shed in his neighbor's yard. He explained the shed was fifteen (15) feet from the property line and three (3) feet above grade. Mr. Seckinger stated that he was not familiar with the project but would look into it.

Mr. Ron Martin, also of Old York Road, explained that he had applied for a patio permit and was denied due to a previous non-conforming use. Mr. Seckinger explained that a variance request may be necessary if Mr. Martin wishes to construct a patio in the front yard setback. Mr. Martin may request a meeting with the Township Manager and Deputy Zoning Officer to review the Zoning Hearing Board process.

**MANAGER'S REPORT:**

**→1. PZPS230004: Ivy Rehab Physical Therapy (2395 York Road, Unit 6&7) – To Consider Corridor Overlay Approval**

Mr. Seckinger introduced PZPS230004: Ivy Rehab Physical Therapy for corridor overlay approval. He explained that the applicant, Ivy Rehab, proposes to install a wall sign on the building located at 2395 York Road, Unit 6 & 7, in the Warwick Square Shopping Center. The proposed sign is two (2) feet in height and twenty (20) feet in length and meets the conditions of the Warwick Square stipulation agreement. The front-lit channel letters feature green, blue, and white letters, which read, "Ivy Rehab Physical Therapy".

**Motion by Mr. Cox to grant Corridor Overlay Approval to Ivy Rehab Physical Therapy (2395 York Road, Unit 6 & 7). Second to motion by Mr. Thompson.** Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

**→ 2. Venture Solar (1261 W. Bristol Road) – Conditional Use Decision**

Mr. Seckinger introduced the conditional use decision for Venture Solar (1261 W. Bristol Road) following the applicant's conditional use hearing on July 17, 2023. The decision, he explained, grants Venture Solar permission to install solar panels as depicted in the plan packet displayed during the conditional use hearing, subject to all other zoning and building regulations.

Ms. Eberle added that the adjudication's only condition requires the applicant to comply with all other Township ordinances.

**Motion by Mr. Cox to authorize execution of the Conditional Use Decision for Venture Solar (1261 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.**

**→ 3. Treasurer's Report: July 2023**

For the month of July 2023, expenditures outpaced revenues by \$859,272.

Real Estate Transfers posted \$43,932 and Building Permits posted \$14,698. Earned Income Tax posted \$131,706 and Local Service Tax posted \$3,093.

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

General Fund	\$	13,989,536
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Firehouse and Equipment	\$	736,515
Road Machinery	\$	121,398
Federal Grant- ARPA	\$	750,995
Capital Projects Fund	\$	83,566
Highway Aid Fund	\$	131,388
Parks and Recreation	\$	778,025
Parks and Recreation Capital Fund	\$	633,254
Capital Reserve	\$	<u>225,877</u>
Total	\$	<u>17,450,554</u>

**Motion by Mr. Cox to approve the Treasurer’s Report for July 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 8-7-2023 & 8-21-2023*

Mr. Seckinger requested approval of the bill payments dated August 7<sup>th</sup> in the amount of \$266,542.16, and August 21<sup>st</sup> in the amount of \$725,164.46, subject to audit.

**Motion by Mr. Cox to approve the Bill Payments for August 7, 2023, and August 21, 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 Drive) – Default Update*

Ms. Eberle updated the Board on LD 04-04: Warwick Office Park Default as initiated at their June 19<sup>th</sup> meeting. She explained that the applicant had been working with the contractor and was expected to provide a work start date to the Township shortly. Ms. Eberle explained that she would report back the following month.

**Motion by Mr. Cox to table LD 04-04: Warwick Office Park (Kendarbren Drive) – Default Update. 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 05-07: Warwick Business Campus (Lots 13 & 14) – To Consider Release of Maintenance Period Financial Security*

Ms. Fountain recommended the release of the maintenance period financial security for LD 05-07: Warwick Business Campus (Lots 13 & 14).

**Motion by Mr. Cox to authorize the release of the Maintenance Period Financial Security for LD 05-07: Warwick Business Campus (Lots 13 & 14). Second to motion by Mr. Thompson.** Chair Algeo invited comment or discussion.

There being none, a vote was called.

**Motion passed unanimously.**

■ **OLD BUSINESS:**

None.

■ **NEW BUSINESS:**

None.

**PUBLIC COMMENT:**

None.

■ **ADJOURNMENT:**

The August 21, 2023, Warwick Township Board of Supervisors' public meeting was adjourned at 7:18 p.m.

These minutes were approved at the  
Board of Supervisors' meeting held 9/18/23

Respectfully submitted,

  
Kyle W. Seckinger, MPA  
Township Manager