

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

Members Present: John W. Cox, Vice Chair  
Edward P. Thompson, Jr., Member

Members Absent: Judith A. Algeo, Esq., Chair

Others Present: Kyle Seckinger, MPA, Township Manager  
Mark Goldberg, Chief of Police  
Jon Ogborn, Police Lieutenant  
Brandy Mckeever, Director of Planning & Zoning  
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 20, 2023, public meeting was called to order at 7:01 p.m. by John Cox, Vice 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, October 16, 2023, Board of Supervisors' Meeting Minutes*

**Motion by Mr. Thompson to approve the October 16, 2023, Board of Supervisors' Meeting Minutes.**  
**Second to motion by Mr. Cox.** Mr. Cox invited comment or discussion. There being none, the vote was called.  
**Motion passed unanimously.**

**ANNOUNCEMENTS:**

Mr. Seckinger announced that the annual Ho Ho Ho Holiday Party would be held at Warwick Community Park on Saturday, December 2nd from 11 am to 1 pm. The event is free and open to all ages. For more information, please visit Warwickrec.com.

**CITIZEN COMMENT:**

None.

**MANAGER'S REPORT:**

→1. *RES 2023-29: Brandy Mckeever Pollinator Park Recognition*

Mr. Seckinger presented RES 2023-29: Brandy Mckeever Pollinator Park Recognition. He explained that Ms. Brandy Mckeever, Director of Planning and Zoning, had dedicated a significant portion of her spare time to the establishment of Pollinator Park. Ms. Mckeever successfully coordinated the project, received grant funding and

stock donations, organized volunteers, and dedicated countless hours to preparing and planting over 1,000 trees on the previously vacant parcel. Mr. Seckinger thanked Ms. Mckeever for her hard work and dedication to the project.

Ms. Mckeever thanked the Board of Supervisors and Mr. Seckinger for their support and funding of the project. She also thanked the numerous volunteers, the Neshaminy Watershed Association, the Bucks County Penn State Master Watershed Stewards, Bucks County Conservation District, Warwick Tree Service, Doylestown Township, Gasper Landscape, Tractor Supply, and the Ryder Family for their donations and assistance.

**Motion by Mr. Thompson to adopt RES 2023-29: Brandy Mckeever Pollinator Park Recognition.**

**Second to motion by Mr. Cox.** Mr. Cox invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

**→2. LD 22-04: Mega Supply Pro (Lots 2 & 3, Stover Industrial Park) – For Sketch Plan Review**

Mr. Seckinger presented LD 22-04: Mega Supply Pro (Lots 2 & 3, Stover Industrial Park) for review. He explained that on September 14, 2023, the Township received a new sketch plan submission by T&M Associates on behalf of Mega Supply. The applicant proposes a 59,082-square-foot warehousing building for light manufacturing and wholesale of building materials on Lots 2 & 3 of Stover Industrial Park. He noted that the original sketch plan submitted in 2022 depicted a 67,600-square-foot building and the 2023 Zoning Hearing Board application depicted a 65,000-square-foot building. Mr. Seckinger explained that the applicant has a pending Zoning Hearing Board application for parking spaces and location, open space, side yard setback, steep slope disturbance, and woodland disturbance. He noted that the Board reviewed the Zoning Hearing Board application in July and voted in opposition to the application.

Ms. Carrie Nace, attorney for the applicant, thanked Mr. Seckinger for the introduction. She explained that the applicant, Ms. Tanya Sharpan, was committed to working with the Township on the project. The proposed facility would replace the applicant's current leased facility in Bensalem primarily used for storage of building material for developers. The current hours of operation are Monday through Friday, 7 am to 5 pm.

Ms. Nace explained that the applicant had taken previous feedback from the Board and revised the plan to reduce the amount of required relief. She noted revisions including a reduction in the facility size and number of parking spaces.

Mr. Cox pointed out that the previously requested relief sought a reduction in the number of parking spaces from 210 to 99. Ms. Nace explained that the previous calculation was incorrect for the proposed use. Ms. Eberle requested clarification on the proposed use. Ms. Nace stated the applicant had based the parking calculation only on a Warehousing Use. She added that the calculation could be revised to include an additional seven (7) parking spaces for the proposed office.

Ms. Eberle questioned whether the applicant felt relief would still be necessary for parking. Ms. Nace believed the applicant could comply with the parking requirements but would be amenable to putting some parking in reserve to reduce the amount of impervious surface.

Ms. Nace also pointed out a reduction in tractor-trailer spaces from six (6) to three (3), and relocation of the loading area to the rear of the building with access off Stover Drive. She added that a geotechnical consultant report had been provided stating that no natural steep slopes existed, instead, only manmade steep slopes were found from the creation of Stover Park Drive and the development of Lot One (1). Mr. Cox explained that the Township Ordinance does not distinguish between natural and manmade slopes.

Ms. Nace informed the Board that an arborist report had been provided to the Township and had found that much of the vegetation on the property was either overgrown, dead, diseased, or dying. She noted a recommendation in

the report that certain methods of reforestation be implemented to improve the health of certain existing trees and to create more biodiversity.

Mr. Thompson asked if the applicant planned to maintain the existing buffer. Ms. Nace and Mr. Ranstead, engineer for the applicant, indicated that they would clean out and maintain the buffer area to constitute healthy woodland.

Mr. Thompson expressed concern regarding what would remain of the buffer after it is cleaned out. He also expressed concern regarding the timeframe for regrowth. Mr. Ranstead explained that the applicant had not yet prepared a planting plan but could work with the arborist to earmark trees that could be rehabilitated or allowed to mature.

Mr. Thompson inquired about the height of the existing buffer. Mr. Ranstead estimated an average height of twenty (20) feet. Mr. Thompson also inquired about the height of the proposed building. Ms. Nace and Mr. Ranstead explained that the building height had not yet been determined; however, it would comply with the thirty-five (35) foot maximum.

Mr. Thompson requested additional information about the proposed stormwater management facilities. Mr. Ranstead stated that the site lends itself to an underground system or in the lower area of the site near the existing basin.

Mr. Cox inquired about the applicant's compliance with open space requirements. Ms. Nace replied that the applicant would likely request a fee-in-lieu due to the large setback and buffer requirements.

Mr. Thompson requested clarification on the CKS Review Letter, section one (1), item four (4) regarding setbacks. Ms. Fountain explained that additional information would be required to determine the building setback from Stover Park Drive. Ms. Nace stated that Stover Park Drive was an easement on Lot One (1). Ms. Fountain noted that no information regarding the easement had been received at the time of the review letter. Ms. Eberle asked what other properties are served by Stover Park Drive, to which Ms. Nace replied Lot One (1). Ms. Fountain explained that the easement documentation would need to be provided to the Township so the setback determinations could be made.

Mr. Thompson requested clarification on the proposed tractor-trailer parking on the site. Mr. Ranstead explained that the largest truck, a fifty-three (53) foot semi-trailer, would enter the site via Stover Park Drive, maneuver, and ultimately back into a loading bay. Mr. Thompson asked if the tractor-trailers would be blocking access to Stover Park Drive during parking. Ms. Nace stated that the existing access for Lot One (1) is lower than where the trucks would be maneuvering.

Mr. Thompson inquired about fencing and lighting. Mr. Ranstead explained that the current plan did not include fencing but could be discussed. He added that the applicant would comply with the lighting requirements and work to ensure lighting spillover is contained.

Ms. Eberle restated several items as discussed:

- The Township likely would not agree that the ordinance differentiates between manmade and natural steep slopes.
- Concerns regarding woodland areas would require further review by the Township Engineer.
- The status of Stover Park Drive would require additional review to determine the required setbacks.

She added that additional conversations with staff would be needed to determine what other relief may be required.

Mr. Seckinger explained that the Land Development process may also reveal additional required relief.

Mr. Cox felt that many issues included in the applicant's Zoning Hearing Board application were still unresolved.

He then invited public comment. There being none, the Board continued to the next agenda item.

→ 3. *2024 Budget – To Consider Adoption*

Mr. Seckinger presented the 2024 Budget for the Board's consideration. He explained that all advertising requirements had been met following authorization at the Board's October meeting.

**Motion by Mr. Thompson to adopt the 2024 Budget as presented.**

**Second to motion by Mr. Cox.** Mr. Cox invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

→ 4. *RES 2023-30: 2024 Tax Millage Rates – To Consider Adoption*

Mr. Seckinger introduced Resolution 2023-30: 2024 Tax Millage Rates for the Board's consideration. He explained that the 2024 Budget includes the following unchanged millage rates from 2023:

- 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. Thompson to adopt RES 2023-30: 2024 Tax Millage Rates.**

**Second to motion by Mr. Cox.** Mr. Cox invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

→ 5. *Animal Control Officer Agreement Extension – To Consider Approval*

Mr. Seckinger presented the Animal Control Officer Agreement Extension for the Board's consideration. He explained that the extension would authorize Warminster Township to continue providing Warwick Township with Animal Control Services. He noted that there were no significant changes from the 2018 agreement and that Warwick Township would continue to share the cost of the program with several neighboring Townships based on calls per municipality. Mr. Seckinger requested authorization to execute the agreement.

**Motion by Mr. Thompson to approve the Animal Control Officer Agreement Extension.**

**Second to motion by Mr. Cox.** Mr. Cox invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

→ 6. *2023-2024 Bucks County Consortium Salt Bid – To Consider Award*

Mr. Seckinger presented the 2023-2024 Bucks County Consortium Salt Bid for award. He explained that the Bucks County Consortium had once again administered the annual salt material bid. The lowest bidder was Silvi Concrete Products (DBA Riverside Construction) at \$66.00 per ton delivered and \$65.85 per ton for pick up. He noted that this was a decrease of \$1.76 per ton delivered from last year's price. Mr. Seckinger recommended award of the 2023-2024 contract to Silvi Concrete Products.

Mr. Thompson asked where Silvi Concrete Products was located and if salt could be picked up in emergencies. Mr. Seckinger stated Silvi Concrete was located in Fairless Hills and that the Township had purchased a tri-axle several years ago to allow for pick up during emergencies.

**Motion by Mr. Thompson to award the 2023-2024 Salt Bid to Silvi Concrete in the amount of \$66.00/ton delivered and \$65.85/ton for pick up.**

**Second to motion by Mr. Cox.** Mr. Cox invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

→ 7. *Treasurer’s Report: October 2023*

For the month of October 2023, expenditures outpaced revenues by \$705,168.

Real Estate Transfers posted \$72,116 and Building Permits posted \$52,477. Earned Income Tax posted \$148,741 and Local Service Tax posted \$6,054.

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

General Fund	\$	13,385,161
Firehouse and Equipment	\$	693,579
Road Machinery	\$	122,882
Federal Grant- ARPA	\$	4
Capital Projects Fund	\$	736,849
Highway Aid Fund	\$	16,375
Parks and Recreation	\$	701,345
Parks and Recreation Capital Fund	\$	464,290
Capital Reserve	\$	227,019
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Total	\$	16,347,504

**Motion by Mr. Thompson to approve the Treasurer’s Report for October 2023, subject to audit.**

**Second to motion by Mr. Cox.** Mr. Cox invited comment or discussion. There being none, the vote was called.

**Motion passed unanimously.**

→ *Bill Payments 11-6-2023 & 11-20-2023*

Mr. Seckinger requested approval of the bill payments dated November 6<sup>th</sup> in the amount of \$325,428.52 and October 20<sup>th</sup> in the amount of \$97,233.61 subject to audit.

**Motion by Mr. Thompson to approve the Bill Payments for November 6, 2023, and November 20, 2023, subject to audit. Second to motion by Mr. Cox.** Mr. Cox 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) – Default Update*

Ms. Eberle presented LD 04-04: Warwick Office Park Office Park Default Update. She explained that the developer had made more progress in the last thirty (30) days and was working toward completion. Ms. Eberle recommended granting an additional thirty (30) day extension. The Board took no objection.

■ **ENGINEER’S REPORT:**

→1. *LD 04-04: Warwick Office Park (Kendarbren Dr) – To Consider Escrow Release #19*

Ms. Fountain recommended a reduction in the financial security for LD 04-04: Warwick Office Park (Kendarbren Dr) in the amount of \$39,675.00 for completed work.

**Motion by Mr. Thompson to authorize release of financial security for LD 04-04: Warwick Office Park (Kendarbren Dr) in the amount of \$39,675.00. Second to motion by Mr. Cox.** Mr. Cox invited comment or discussion. There being none, a vote was called.  
**Motion passed unanimously.**

■ **OLD BUSINESS:**

None.

■ **NEW BUSINESS:**

None.

■ **PUBLIC COMMENT:**

Mr. Craig Cornell of Creek Road expressed several concerns with the sketch plan presented by LD 22-04: Mega Supply Pro. He felt emergency access to Creek Road would impact the effectiveness of the buffer. He also felt the proposed septic system would not be sufficient for the facility and that the applicant should be required to utilize public sewer. Mr. Cornell also expressed concern regarding the proposed truck-turning plans.

Mr. T.J. Kosin of Sand Trap Road expressed concern about reforestation and regrowth on the proposed Mega Supply Pro site. Mr. Cox explained that the Township would have a landscape architect go out and survey the property should the applicant choose to move forward with land development.

■ **ADJOURNMENT:**

The November 20, 2023, Warwick Township Board of Supervisors' public meeting was adjourned at 7:48 p.m.

These minutes were approved at the Board of Supervisors' meeting held 12/4/23

Respectfully submitted,

  
Kyle W. Seckinger, MPA  
Township Manager