

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
January 20, 2025

Members Present: John W. Cox, Chair
Michael A. Riotto, Vice Chair
Robin L. Taber, Member

Others Present: Kyle Seckinger, MPA, Township Manager
Mark Goldberg, Chief of Police
Jon Ogborn, Deputy Chief of Police
Michele Fountain, P.E., Township Engineer
Mary Eberle, Esq., Township Solicitor
Skye Sorresso, Recording Secretary

CALL TO ORDER:

The Warwick Township Board of Supervisors' January 20, 2025, public meeting was called to order at 7:00 p.m. by John Cox, Chair, who then led attendees in the Pledge of Allegiance.

EXECUTIVE SESSION:

The Board of Supervisors met to discuss matters of personnel and litigation.

APPROVAL OF MINUTES:

→ *Monday, December 2, 2024, Board of Supervisors' Meeting Minutes*

Motion by Mr. Riotto to approve the December 2, 2024, Board of Supervisors' Meeting Minutes.
Second to motion by Mr. Riotto. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→ *Monday, January 6, 2025, Board of Supervisors' Meeting Minutes*

Motion by Mr. Riotto to approve the January 6, 2025, Board of Supervisors' Meeting Minutes.
Second to motion by Mr. Riotto. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

ANNOUNCEMENTS:

Mr. Seckinger announced that the Township Offices would be closed on Monday, February 17, 2025, in observance of Presidents' Day.

CITIZEN COMMENT:

None.

MANAGER'S REPORT:

→1. *Board of Supervisors Vacancy – To Consider Appointment*

Mr. Seckinger requested the Board's consideration to appoint a new Township Supervisor to fill the existing vacancy.

Motion by Mr. Riotto to nominate Ms. Robin Taber for the position of Township Supervisor.

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

Motion passed unanimously.

→2. *Swearing-In of Supervisor Appointee*

Appointee Robin Taber was administered the oath of office by Judge Stacy Seaman-Wertman.

→3. *Board and Committee Vacancies – To Consider Appointment as Necessary*

Mr. Seckinger explained that Ms. Taber's appointment to the Board of Supervisors would create a vacancy on the Planning Commission.

Motion by Mr. Riotto to appoint Kiel Sigafos to the Planning Commission.

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

Motion passed unanimously.

→4. *Police Officer Introduction*

Deputy Chief Ogborn introduced the newest Warwick Township Patrol Officer, John "JT" Costigan. Officer Costigan was raised in Warwick Township, attended the Central Bucks School system, and demonstrated a passion for serving where he grew up. He embodies the values and spirit of the Warwick Police Department and the Central Bucks community. Deputy Chief Ogborn welcomed Officer Costigan to the Warwick Community.

→5. *Police Department Promotion Ceremony*

Mr. Seckinger introduced Deputy Chief Jon Ogborn. Deputy Chief Ogborn has shown tremendous dedication and commitment to the Warwick community, demonstrating 25 years of service since joining the department. He holds a bachelor's degree in public safety administration and a master's degree in business and organizational leadership. He has risen through the ranks, demonstrating skill and leadership as an FTO, detective, corporal, sergeant, and, for the past three years, as the police lieutenant.

Since 2002, Deputy Chief Ogborn has also served with distinction on the Central Bucks Special Response Team. He has held leadership positions as an assistant team leader and team leader, and now is deputy team commander. Mr. Seckinger thanked Deputy Chief Ogborn for his deep commitment to public safety, departmental growth, and law enforcement professionalism.

Mr. Seckinger also introduced Lieutenant Aaron Richwine. Lieutenant Richwine has been with the Warwick Township Police Department for 26 years. He holds a bachelor's degree in criminal justice from Kutztown University, a master's degree in emergency management from Millersville University and he is a graduate of the Northwestern University School of Police Staff and Command. Lieutenant Richwine has served Warwick Township as a patrol officer, corporal, sergeant, and most recently as a detective sergeant.

Lieutenant Richwine oversees the department's field training program, Youth Aid Panel, criminal investigations, and accident investigations. He has implemented several community policing programs in Warwick, including the Police Aiding in Drug Recovery Program and Shop with a Cop. Lieutenant Richwine has been an agency grant writer for the last several years, and he is committed to furthering community safety and efficiency through grant funding. Lieutenant Richwine has also served as the Director of Youth Aid Panels for Bucks County Juvenile Court for the last 18 years.

Mr. Seckinger presented Deputy Chief Ogborn and Lieutenant Richwine with certificates recognizing their ranks.

→6. *Police Department Life Saving Award Presentation*

Deputy Chief Oborn presented Officers Ed Loux and Christian Browne with Life Saving Awards for their quick action during a cardiac emergency in Warwick.

→7. *ZHB 25-01: Schenk Brothers (104 Railroad Drive) – For Zoning Review*

Mr. Seckinger presented ZHB 25-01: Schenk Brothers (104 Railroad Drive) He explained that the applicant had applied for a variance to a provision of the H3 Warehousing Use. Specifically, the H3 Warehousing Use prohibits highly flammable materials from being stored. Mr. Seckinger explained that the applicant desires to store exotic vehicles containing gasoline in the unit. He then added that if the Board wishes to remain neutral to the application, Township Staff suggests placing a condition that the unit be fully sprinklered with a fire suppression system and code-compliant fire alarm system.

Mr. Seckinger invited any representatives for the applicant to step forward. No representatives were present.

Motion by Chair Cox to remain neutral to ZHB 25-01: Schenk Brothers (104 Railroad Drive), conditioned upon the installation of a sprinkler fire suppression system and code-compliant fire alarm system.

Second to motion by Mr. Riotto. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→8. *Sale of 2011 International Truck – To Consider Approval*

Mr. Seckinger explained that the Township replaced a 2011 International truck as part of the 2024 budget. As such, the Public Works Department now requests authorization to sell the original truck on Municibid.

Motion by Mr. Riotto to authorize the Sale of a 2011 International Truck.

Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→9. *Work Policy GEN-18: Commonwealth Funding Employee Integrity Policy – To Consider Approval*

Mr. Seckinger presented Township Work Policy GEN-18 for consideration. He explained that the new work policy would supplement the Township's existing integrity policy, as required by the Commonwealth Finance Authority for the Recreation Station grant project.

Motion by Mr. Riotto to approve Township Work Policy Gen-18: Commonwealth Funding Employee Integrity.

Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→10. *2025 Road Program – To Consider Authorization to Advertise*

Mr. Seckinger presented the 2025 Road Program for consideration to advertise. He explained that the proposed program remains the same as presented in the 2025 budget.

Motion by Mr. Riotto to authorize advertisement of the 2025 Road Program.

Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→ *Treasurer’s Report: November & December 2024*

For the month of November 2024, revenues outpaced expenditures by \$80,705.

Real Estate Transfers posted \$49,301 and Building Permits posted \$4,765. Earned Income Tax posted \$478,733 and Local Service Tax posted \$43,306.

Fund balances for November 2024 are as follows, subject to audit:

General Fund	\$	15,219,792
Firehouse and Equipment	\$	741,395
Road Machinery	\$	162,642
Capital Projects Fund	\$	63,491
Highway Aid Fund	\$	8,918
Parks and Recreation	\$	715,814
Parks and Recreation Capital Fund	\$	362,348
Capital Reserve	\$	<u>89,001</u>
Total	\$	<u>17,363,401</u>

For the month of December 2024, expenditures outpaced revenues by \$204,077.

Real Estate Transfers posted \$67,297 and Building Permits posted \$16,894. Earned Income Tax posted \$244,052 and Local Service Tax posted \$3,360.

Fund balances for December 2024 are as follows, subject to audit:

General Fund	\$	14,98,792
Firehouse and Equipment	\$	733,729
Road Machinery	\$	162,968
Capital Projects Fund	\$	207,234
Highway Aid Fund	\$	8,918
Parks and Recreation	\$	679,805
Parks and Recreation Capital Fund	\$	358,870
Capital Reserve	\$	<u>89,147</u>

Total \$ 17,159,324

Motion by Mr. Riotto to approve the Treasurer's Reports for November and December 2024, subject to audit. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→ *Bill Payments 12-6-2024 & 1-13-2025*

Mr. Seckinger requested approval of the bill payments for December 6th totaling \$291,442.17, and for January 20th totaling \$608,196.77, subject to audit.

Motion by Mr. Riotto to approve the Bill Payments for December 6, 2024, and January 20, 2025, subject to audit. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

■ **SOLICITOR'S REPORT:**

→1. *ORD 2025-01: Amendment to the Zoning Ordinance – To Consider Adoption*

Ms. Eberle presented ORD 2025-01: Amendment to the Zoning Ordinance for adoption. She explained that the amendment would clean up some zoning district discrepancies, make consistent district references, and clarify information.

Motion by Mr. Riotto to adopt ORD 2025-01: Amendment to the Zoning Ordinance. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→2. *ORD 2025-02: Supervisor Compensation Ordinance – To Consider Adoption*

Ms. Eberle presented ORD 2025-02: Supervisor Compensation Ordinance for adoption. She explained that the ordinance would increase the compensation for Elected Supervisors from \$3,250 to \$5,450 per year. The ordinance would reflect changes made by the State Legislature and would not impact the compensation of any sitting supervisors during their current term.

Motion by Mr. Riotto to adopt ORD 2025-02: Supervisor Compensation Ordinance. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously

■ **ENGINEER'S REPORT:**

→1. *LD 19-02: 1549 Stony Road (Residential Subdivision) - To Consider Escrow Release #1*

Ms. Fountain recommended a reduction in the financial security for LD 19-02: 1549 Stony Road (Residential Subdivision) in the amount of \$47,888.15.

Motion by Mr. Riotto to approve LD 19-02: 1549 Stony Road (Residential Subdivision) - Escrow Release #1. Second to motion by Ms. Taber. Chair Cox 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 January 20, 2025, Warwick Township Board of Supervisors' public meeting was adjourned at 7:27 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the
Board of Supervisors' meeting held 2/17