

WARWICK TOWNSHIP
Board of Supervisors Public Meeting Minutes
February 17, 2025

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

Others Present: Kyle Seckinger, MPA, Township Manager
Becki Marencik, MPA, Asst. Twp. Manager/ Director of Finance
Dan Sharapan, Director of Parks & Recreation/Open Space
Mark Rambo, Director of Public Works
Robert Gourley, Assistant Director of Public Works
Brandy Mckeever, Director of Planning & Zoning
Tom Jones, Zoning Officer
Mark Goldberg, Chief of Police
Jon Ogborn, Deputy Chief of Police
Aaron Richwine, Police Lieutenant
Michele Fountain, P.E., Township Engineer
Michael Martin, Esq., Township Solicitor
Skye Sorresso, Recording Secretary

CALL TO ORDER:

The Warwick Township Board of Supervisors' February 17, 2025, public meeting was called to order at 7:02 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 litigation and real estate.

APPROVAL OF MINUTES:

→ *Monday, January 20, 2025, Board of Supervisors' Meeting Minutes*

Motion by Mr. Riotto to approve the January 20, 2025, Board of Supervisors' Meeting Minutes.

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

Motion passed unanimously.

ANNOUNCEMENTS:

Mr. Seckinger made the following announcements:

Registration for Day Camp is now open. Teen Camp registration will open on Tuesday, February 18th, followed by Spring Program registration on Tuesday, February 25th.

The 30th Annual Egg Hunt will be held at Warwick Community Park on Saturday, April 12th at 1PM. Kids ages 2 to 10 are invited to join other children from their age group to scour the field and gather eggs. Pictures with the Bunny will be available afterward.

Registration for the 14th Annual Spring Cleaning Flea Market on Saturday, May 3rd will open on Tuesday, February 25th. Space is limited and spots fill quickly.

For more information, please visit warwickrec.com.

CITIZEN COMMENT:

None.

MANAGER'S REPORT:

→1. *Judith A. Algeo, MA, JD Tribute*

a. *RES 2025-14: Chairwoman Judith A. Algeo, MA, JD Service Proclamation – To Consider Adoption*

Mr. Seckinger presented RES 2025-14, honoring the lifelong service of Chairwoman Judith A. Algeo MA, JD.

Motion by Mr. Riotto to adopt RES 2025-14: Judith A. Algeo, MA, JD Tribute.

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

Motion passed unanimously.

b. *Headquarters Trail Bridge Dedication*

Mr. Seckinger presented a bronze plaque and invited the Board to consider a motion to dedicate the Headquarters Trail Pedestrian Bridge in honor of Chairwoman Judith A. Algeo.

Motion by Mr. Riotto to approve the dedication of the Headquarters Trail Bridge to Chairwoman Judith A. Algeo, MA, JD. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

State Senator Frank Farry and State Representative Kristin Marcell presented Mr. Frank Cervone with a commendation from the Bucks County Commissioners honoring Chairwoman Algeo's lifetime of work, a commendation from the Pennsylvania House of Representatives, and a condolence resolution from the Pennsylvania State Senate.

Mr. Cervone thanked everyone for honoring Chairwoman Algeo and reiterated her love for public service.

Former Supervisor Ned Thompson thanked Mr. Cervone and commended Chairwoman Algeo's common sense approach to all issues.

→2. *Warwick Township Historical Society Carriage House Addition Presentation*

Mr. Murray Gayman of the Warwick Township Historical Society presented a proposal for an addition to the Moland House Carriage House. He explained that the plan includes reconstructing a previously existing portion of the building that deteriorated over time. He requested the Board's consideration to reconstruct the area in anticipation of increased visitors for the 250th anniversary of the signing of the Declaration of Independence.

Ms. Taber asked Mr. Gayman if the reconstruction would be similar to the carriage house's original design. Mr. Gayman confirmed it would be; however, an additional bay window was proposed.

Chair Cox noted that previous work completed at the Moland House was incredibly well done and recommended anyone who had not yet visited stop by.

Motion by Mr. Riotto to authorize the Warwick Township Historical Society Carriage House Addition as presented.

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

→3. LD 25-01: Hallmark Building Group (1908 York Rd) – For Sketch Plan Review

Mr. Seckinger presented LD 25-01: Hallmark Building Group. He explained that on January 10th, 2025, the Township received a sketch plan submission by Hallmark Building Group for 1908 York Road. The applicant proposes to subdivide the 7.267-acre residential parcel into eleven (11) B1 single-family dwelling lots with an associated stormwater management lot. Before submission, the developer proposed a nine (9) lot subdivision plan with staff. The nine (9) lot plan included more zoning-compliant open space and York Road emergency access. Due to those reasons, the nine (9) lot plan was preferred by staff. Staff also wished to point out the lack of road widening on the plan and the location of the York Road sidewalk outside of the PennDOT right-of-way. Mr. Seckinger explained that should the York Road sidewalk continue to Meetinghouse Road, the sidewalk must be in the right-of-way.

Ms. Julie Von Spreckelsen, attorney for the applicant, thanked Mr. Seckinger for the introduction. She noted the previously presented nine (9) lot plan would require multiple waivers and was considered financially unfeasible by the applicant. Ms. Von Spreckelsen stated the eleven (11) lot plan would require a waiver for active open space requirements. She felt that the property would not be suitable for the recreation areas described in the definition of active open space.

Ms. Kristen Holmes, engineer for the applicant, explained that the development would be located on a newly constructed cul-de-sac road with direct access to each lot. The proposed stormwater management facility would be located on the low point of the property near the corner of Stony Road and Sweetbriar Drive. The proposed sidewalk along York Road was proposed outside of the right-of-way due to grading challenges.

Chair Cox inquired about the length of the cul-de-sac. Ms. Holmes stated it would be approximately 500 feet.

Mr. Riotto asked if the proposed cul-de-sac would align with Rockcress Drive. Ms. Holmes confirmed it would.

Ms. Taber inquired about emergency access to the development. Ms. Holmes stated that no emergency access had been proposed; however, she felt access could be taken off the adjacent roadways. Mr. Seckinger noted that the Township Fire Inspector had reviewed both plans and expressed a preference for the plan that included emergency access. Ms. Von Spreckelsen agreed to evaluate a potential emergency access further.

Mr. Riotto expressed concern regarding parking for visitors and events. Ms. Holmes stated the new proposed road would be thirty (30) feet wide and allow on-street parking when necessary.

Mr. Riotto expressed a desire for as much open space as possible on the property. Chair Cox reminded the applicant the development would be subject to corridor overlay district requirements.

Mr. Riotto asked if the applicant would be willing to install all sidewalk connections as requested. Ms. Von Spreckelsen stated that the applicant would be willing to complete the connections as a form of fee-in-lieu. Mr. Riotto requested that the applicant provide a cost estimate for the fair market value of the open space and sidewalk extensions.

Mr. Riotto requested further explanation regarding the proposed easement for stormwater facilities. Ms. Holmes explained that the sketch had originally shown the facility as its own lot; however, it did not meet the minimum lot size requirement. As such, the area was added to Lot 11 as an easement area that would remain the responsibility of the Homeowners Association.

→4. *LD 19-02: 1549 Stony Road (Shihadeh) – Revision to the Record Plan*

Mr. Seckinger introduced LD 19-02: 1549 Stony Road. He explained that on January 29, 2025, Warwick Township received a revision to the record plan submission by Shihadeh Contracting, LLC. The revision to the record plan was necessary due to changes the developer is seeking from their previously approved land development plan. The changes include grading changes associated with increased house footprint sizes on each lot and the addition of retaining walls throughout the site.

Chair Cox inquired about the height of the proposed retaining walls. Mr. Anthony Brunkan, engineer for the applicant, stated that several walls would be approximately eleven (11) feet high.

Mr. Daniel Spearing of Stony Road expressed concern regarding the proposed changes in grading and ground disruption. Ms. Fountain explained that the retaining walls have been proposed to limit any further need for grading work.

Motion by Mr. Riotto to approve LD 19-02: 1549 Stony Road (Shihadeh) – Revision to the Record Plan conditioned on compliance with the CKS Engineers letter dated February 7th 2025.

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

→5. *RES 2025-15: TD Bank Authorized Representatives Update (General Fund) – To Consider Adoption*

Mr. Seckinger introduced RES 2025-15: TD Bank Authorized Representatives Update, establishing Supervisor Taber's authority to sign checks for the General Fund.

Motion by Mr. Riotto to adopt RES 2025-15: TD Bank Authorized Representatives Update.

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

→6. *RES 2025-16: TD Bank Authorized Representatives Update (Parks & Recreation Fund) – To Consider Adoption*

Mr. Seckinger introduced RES 2025-16: TD Bank Authorized Representatives Update, establishing Supervisor Taber's authority to sign checks for the Parks and Recreation Fund.

Motion by Mr. Riotto to adopt RES 2025-16: TD Bank Authorized Representatives Update (Parks & Recreation Fund).

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

→7. *RES 2025-17: PLGIT Authorized Representatives Update – To Consider Adoption*

Mr. Seckinger presented RES 2025-17, authorizing updates to the authorized representatives for the Township's PLGIT investment account, including the addition of Supervisor Taber.

Motion by Mr. Riotto to adopt RES 2025-17: PLGIT Authorized Representatives Update.

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

Motion passed unanimously.

→8. *RES 2025-18: Pension Administrators Update - To Consider Adoption*

Mr. Seckinger presented RES 2025-18, authorizing updates to the authorized representatives on the Township's pension accounts, including the addition of Supervisor Taber.

Motion by Mr. Riotto to adopt RES 2025-18: Pension Administrators Update.

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

Motion passed unanimously.

→9. *2025 Road Program – To Consider Award*

Mr. Seckinger presented the results of the 2025 Road Program. He explained that the lowest bidder was G&B Construction at \$690,430.80, \$29,569 less than budgeted. As such, Mr. Seckinger recommended awarding the bid to G&B Construction.

Motion by Mr. Riotto to award the 2025 Road Program to G&B Construction in the amount of \$690,430.80.

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

Motion passed unanimously.

→10. *Reassign Board of Supervisor Liaisons*

Mr. Seckinger noted that the Board had divided Board and Committee liaison duties between Chair Cox and Vice Chair Riotto during the 2025 reorganization meeting. With the appointment of Supervisor Taber, Mr. Seckinger invited the Board to reconsider the liaison appointments.

Supervisor as Liaison	2025
Administration	John Cox
Emergency Services	Robin Taber
Financial Advisory	John Cox
Parks and Recreation Board	Robin Taber
Planning Commission	Michael Riotto
Police Department	John Cox
Public Works Department	Michael Riotto
Water and Sewer Authority	Michael Riotto

Motion by Mr. Riotto to appoint Board of Supervisor Committee Liaisons as listed.

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: January 2025*

For the month of January 2025, expenditures outpaced revenues by \$653,077

Real Estate Transfers posted \$55,652 and Building Permits posted \$7,800. Earned Income Tax posted \$193,031 and Local Service Tax posted \$11,050.

Fund balances for January 2025 are as follows, subject to audit:

General Fund	\$	14,540,101
Firehouse and Equipment	\$	733,094
Road Machinery	\$	164,248
Capital Projects Fund	\$	204,269
Highway Aid Fund	\$	8,918
Parks and Recreation	\$	658,772
Parks and Recreation Capital Fund	\$	107,547
Capital Reserve	\$	<u>89,298</u>
Total	\$	<u>16,506,247</u>

Motion by Mr. Riotto to approve the Treasurer’s Report for January 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.

→ *Bill Payments 2-3-2025 & 2-17-2025*

Mr. Seckinger requested approval of the bill payments for February 3rd totaling \$297,179.94, and for February 17th totaling \$397,616.25, subject to audit.

Motion by Mr. Riotto to approve the Bill Payments for February 3, 2025, and February 17, 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. *RES 2025-19: Guinea Lane Sidewalk Condemnation – To Consider Adoption*

Mr. Martin presented RES 2025-19: Guinea Lane Sidewalk Condemnation. He explained that if adopted, the resolution would authorize the condemnation of an easement to complete the Township’s planned extension of the sidewalks along Guinea Lane. Mr. Martin noted that adoption of the resolution would not guarantee the condemnation, only that the Township could move forward if necessary to prevent further delays in the project.

Motion by Mr. Riotto to adopt RES 2025-19: Guinea Lane Sidewalk Condemnation. 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 05-11: Warwick Village Commons: Tractor Supply (1949 York Rd) – To Consider Certification of Completion and Escrow Release #9 (Final)*

Ms. Fountain recommended certifying the completion of LD 05-11: Warwick Village Commons: Tractor Supply (1949 York Rd) and approving a final reduction in the financial security in the amount of \$200,724.91.

Mr. Riotta inquired about the health of several trees on the property. Ms. Fountain stated that she would investigate further.

Motion by Mr. Riotta to approve LD 05-11: Warwick Village Commons: Tractor Supply (1949 York Rd) – Certification of Completion and Escrow Release #9 (Final), contingent upon inspection to determine the health of the development's trees and replacement of the trees, if necessary.

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

→2. *LD 15-01: Jamison Place – Pulte/BLADCO (2029 York Rd) – To Consider Escrow Release #2*

Ms. Fountain recommended a reduction in the financial security for LD 15-01: Jamison Place – Pulte/BLADCO (2029 York Rd) in the amount of \$1,312,975.75.

Motion by Mr. Riotta to approve LD 15-01: Jamison Place – Pulte/BLADCO (2029 York Rd) – Escrow Release #2.
Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called. **Motion passed unanimously.**

→3. *LD 19-02: 1549 Stony Road (Shihadeh) – To Consider Escrow Release #2*

Ms. Fountain recommended a reduction in the financial security for LD 19-02: 1549 Stony Road (Shihadeh) in the amount of \$97,376.90.

Motion by Mr. Riotta to approve LD 19-02: 1549 Stony Road (Shihadeh) - Escrow Release #2.
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.

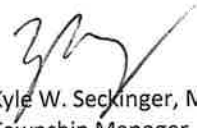
■ **PUBLIC COMMENT:**

None.

■ **ADJOURNMENT:**

The February 17, 2025, Warwick Township Board of Supervisors' public meeting was adjourned at 8:11 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the
Board of Supervisors' meeting held 3117