

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

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

Members Absent: John W. Cox, Chair

Others Present: Kyle Seckinger, MPA, Township Manager
Brandy Mckeever, Director of Planning & Zoning
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' March 17, 2025, public meeting was called to order at 7:02 p.m. by Michael Riotto, Vice Chair, who then led attendees in the Pledge of Allegiance.

EXECUTIVE SESSION:

The Board of Supervisors met to discuss matters of personnel and real estate.

APPROVAL OF MINUTES:

→ *Monday, February 17, 2025, Board of Supervisors' Meeting Minutes*

Motion by Ms. Taber to approve the February 17, 2025, Board of Supervisors' Meeting Minutes.

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

Motion passed unanimously.

ANNOUNCEMENTS:

Mr. Seckinger made the following announcements:

The 30th Annual Egg Hunt will be held at Warwick Community Park on Saturday, April 12th at 1 PM. Egg hunts will be available for kids ages 2 to 10. Pictures with the Bunny will be available afterward.

Registration remains open for the 14th Annual Spring-Cleaning Flea Market on Saturday, May 4th.

For more information on these events, please visit warwickrec.com.

CITIZEN COMMENT:

Ms. Brittany Kosin of Sand Trap Road inquired about the timeline for PECO repaving in her neighborhood. Mr. Seckinger explained that PECO intends to wait until warmer weather; however, he would reach out for a more definitive timeline.

MANAGER'S REPORT:

→1. RES 2025-20: Recognition of the Retirement of Det./Cpl. Fox

Mr. Seckinger presented RES 2025-20, honoring the retirement of Detective Corporal Paul Fox of the Warwick Township Police Department.

Motion by Ms. Taber to adopt RES 2025-20: Recognition of the Retirement of Det./Cpl. Fox.

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

Motion passed unanimously.

Congressman Brian Fitzpatrick thanked Detective Corporal Fox for his service and presented him with a flag flown over the United States Capitol and his name in the Congressional Record.

Natalie Szapowalo and Pat Camino, representatives on behalf of Senator Frank Farry and Representative Kristin Marcell's offices, also thanked Detective Corporal Fox for his service.

Chief Goldberg read a proclamation from the Bucks County Board of Commissioners thanking Detective Corporal Fox for his service and steadfast dedication to keeping his community safe.

Detective Corporal Fox thanked Chief Goldberg and his fellow officers. He expressed gratitude for his nearly 37-year career with Warwick Township.

→2. RES 2025-21: DCNR Guinea Lane Playground Grant - To Consider Adoption

Mr. Seckinger presented RES 2025-21, authorizing the Township's application to the Department of Conservation and Natural Resources' Park Rehabilitation Program. If awarded, the grant would cover 50% of the estimated cost to replace the Guinea Lane Park Playground.

Mr. Riotto inquired about what is typically done with the equipment being replaced. Mr. Seckinger explained that if the equipment is pressure-treated wood, it is valueless. In some cases, if the old equipment is metal, it has the potential scrapped.

Motion by Ms. Taber to adopt RES 2025-21: DCNR Guinea Lane Playground Grant.

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

Motion passed unanimously.

→3. Jamison Ice Cream (2140 B York Road) – Signage Request for Consideration of Corridor Overlay District Approval

Mr. Seckinger presented the signage replacement request for Jamison Ice Cream. He explained that the owner of 2140 York Road planned to open an ice cream shop in unit B, the location of the former Mom's Florists. The shop would necessitate a signage change to the existing freestanding sign along York Road.

Ms. Taber asked if the bottom portion of the sign would be replaced. Mr. Sandip Talati, applicant, confirmed that it would be refreshed.

Motion by Ms. Taber to grant Corridor Overlay Approval to Jamison Ice Cream (2140 B York Road).

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

→4. LD 25-02: Simple Investments (2090 Meetinghouse Rd) – For Sketch Plan Review

Mr. Seckinger introduced LD 25-02: Simple Investments. He explained that on January 16th, 2025, the Township received a sketch plan submission by Simple Investments, LLC for 2090 Meetinghouse Road. The applicant proposed a four (4) building, eight (8) lot and unit B1a Twin Residential Dwelling development. Due to the relief requested by the applicant, Mr. Seckinger noted that staff had strongly recommended sidewalks be extended to the Jamison Place development and full road widening and curbing be completed to match the Jamison Place development and Saint Cyril Church.

Ms. Kristen Holmes, applicant engineer, thanked Mr. Seckinger for the introduction. She noted that building on the proposed property was limited due to the fifty (50) foot buffer requirements. Ms. Holmes acknowledged the staff's recommendation regarding sidewalks and road widening.

Mr. Riotto inquired about a reduction in the number of proposed driveways. Ms. Holmes explained that the number of driveways had been discussed during the Planning Commission meeting, at which point she suggested shared driveway aprons to limit the number of curb breaks. Ms. Holmes also noted that such a change would require a waiver to allow driveways within five (5) feet of the property line.

Mr. Riotto also inquired about a landscape buffer between the proposed property and Saint Cyril Church. Ms. Holmes confirmed that a full landscaping plan would be completed should the plan move forward.

Ms. Brittany Kosin of Sand Trap Road asked if the dwellings would be individually owned or rented. Ms. Holmes explained they would be individually owned, not condo-ed.

→5. Work Policy Gen 19: Employee Fitness Room Usage Policy – To Consider Approval

Mr. Seckinger requested the Board's consideration to approve work policy GEN-19: Employee Fitness Room Usage Policy, dictating usage rules and requiring a liability waiver.

Motion by Ms. Taber to approve Work Policy Gen-19: Employee Fitness Room Usage Policy.

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

→6. 2025-2026 Bucks County Consortium Road Materials Bid – To Consider Award

Mr. Seckinger introduced the results of the 2025-2026 Bucks County Consortium Road Materials Bid. He requested the Board's consideration to award the bid to the lowest bidders with travel time factored in, Miller Materials for asphalt and Eureka Stone Quarry for 2A stone.

Motion by Ms. Taber to award the 2025-2026 Bucks County Consortium Road Materials Bid to Miller Materials for asphalt and Eureka Stone Quarry for 2a stone.

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

→ *Treasurer's Report: February 2025*

Mr. Riotto discussed several benefits of municipalities maintaining healthy fund balances:

- Municipalities that do not have adequate fund balances have to take out short-term loans to cover operating costs until they start collecting real estate tax in late spring. Those loans carry interest which the municipality has to pay. Capital projects may have to be delayed until the second half of the year to allow for real estate revenue to come in.
- Many grants require proof that the Township has adequate funds to cover project costs. Often, grants require a 15%-50% municipal match and are reimbursement only. In those cases, Warwick must completely front the cost and seek reimbursement after project completion (potentially up to 6 months). This also makes Warwick eligible for more grant programs.
- Warwick budgets to receive \$469,300 in interest earnings from our fund balance in 2025. That is the equivalent of 2 Mills in property tax. A recurring operating shortfall of that size would necessitate a tax increase.
- Should Warwick need to take out a bond to fund a capital project, the Township would need to be re-rated. The fund balance will aid in getting the best bond rating.
- Future road programs will become more expensive as roads and stormwater systems need to be reconstructed instead of just repaved.

For the month of February 2025, expenditures outpaced revenues by \$90,287.

Real Estate Transfers posted \$44,606 and Building Permits posted \$48,665. Earned Income Tax posted \$505,136 and Local Service Tax posted \$42,059.

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

General Fund	\$	14,272,159
Firehouse and Equipment	\$	728,442
Road Machinery	\$	38,749
Capital Projects Fund	\$	383,050
Highway Aid Fund	\$	8,918
Parks and Recreation	\$	801,604
Parks and Recreation Capital Fund	\$	93,589
Capital Reserve	\$	<u>89,449</u>
Total	\$	<u>16,415,960</u>

Motion by Ms. Taber to approve the Treasurer's Report for February 2025, subject to audit. Second to motion by Mr. Riotto. Mr. Riotto invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

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

Mr. Seckinger requested approval of the bill payments for March 3rd totaling \$119,829.83, and for March 17th totaling \$253,386.03, subject to audit.

Motion by Ms. Taber to approve the Bill Payments for March 3, 2025, and March 17, 2025, subject to audit. Second to motion by Mr. Riotto. Mr. Riotto invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

■ **SOLICITOR'S REPORT:**

None.

■ **ENGINEER'S REPORT:**

→1. ***LD 19-02: 1549 Stony Road (Shihadeh) – To Consider Escrow Release #3***

Ms. Fountain recommended a reduction in the financial security for LD 19-02: 1549 Stony Road (Shihadeh) in the amount of \$138,390.00.

Motion by Ms. Taber to approve LD 19-02: 1549 Stony Road (Shihadeh) - Escrow Release #3.

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

Motion passed unanimously.

■ **OLD BUSINESS:**

None.

■ **NEW BUSINESS:**

None.

■ **PUBLIC COMMENT:**

Mr. Theodore Kosin of Sand Trap Road expressed concern with the grading and stormwater management for the Shihadeh development off of Stony Road. Mr. Seckinger stated that he would work with the Township Engineer to ensure that all site work complies with the approved plans. Mr. Kosin also inquired about the Township's notification of Stony Road residents regarding the site blasting. Mr. Seckinger stated that notice was made via mail, newspaper, and the Township website.

■ **ADJOURNMENT:**

The March 17, 2025, Warwick Township Board of Supervisors' public meeting was adjourned at 7:40 p.m.

Respectfully submitted,

These minutes were approved at the
Board of Supervisors' meeting held 4/21/2025


Kyle W. Seckinger, MPA
Township Manager