

WARWICK TOWNSHIP
Board of Supervisors Public Meeting Minutes
June 16, 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, Assistant Township Manager & Director of Finance
Dan Sharapan, Director of Parks, Recreation, and Open Space
Mark Goldberg, Chief of Police
Jon Ogborn, Deputy Chief of Police
Aaron Richwine, Police Lieutenant
John Evarts, P.E., Township Engineer
Michael Martin, Esq., Township Solicitor
Skye Sorresso, Recording Secretary

CALL TO ORDER:

The Warwick Township Board of Supervisors' June 16, 2025, public meeting was called to order at 7:01 p.m. by John Cox, Chair, who then led attendees in the Pledge of Allegiance.

APPROVAL OF MINUTES:

→ *Monday, May 19, 2025, Board of Supervisors' Meeting Minutes*

Motion by Mr. Riotto to approve the May 19, 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:

The Recreation Station Playground Ribbon Cutting will be held June 17th at 11 AM.

The Summer Movies in the Park series kicks off on June 18th with Despicable Me 4. All movies are held in the Warwick Community Park at dusk behind the large pavilion. For more information, please visit warwickrec.com.

The 2025 road program is complete. All planned roads have been paved.

CITIZEN COMMENT:

Mr. Theodore Kosin addressed the Board regarding traffic concerns in the Sovereign Estates neighborhood.

MANAGER'S REPORT:

→1. *Police Department Promotion and Officer Introduction*

Deputy Chief Jon Ogborn announced the promotion of Sergeant William Leahy, a distinguished member of the Warwick Police Department since December 2002. Sergeant Leahy graduated from North Penn High School and Temple University's Criminal Justice program. Throughout his police tenure, he excelled in various roles, including Accident Reconstructionist, Field Training Officer, Patrol Investigator, and Patrol Corporal. Having admirably held the acting rank of Platoon Sergeant since January 2025; Sergeant Leahy has demonstrated unwavering dedication and professionalism. Deputy Chief Ogborn announced the permanent assignment of Sergeant Leahy to his role.

Deputy Chief Jon Ogborn also introduced Officer Mason Olivares to the Warwick Township Police Department. Officer Olivares graduated from Quakertown High School and more recently, from the Montgomery County Municipal Police Academy. Officer Olivares serves in the United States Marine Reserves, where he demonstrated a strong commitment to service and duty. District Judge Stacy Wertman administered the oath of office and Deputy Chief Ogborn welcomed Officer Olivares to the Warwick Township Police Department.

→2. *ZHB 25-05: Warminster Municipal Authority Well No. 37 – For Zoning Review*

Mr. Seckinger introduced ZHB 25-05: Warminster Municipal Authority Well No. 37 for zoning review. He explained that the Warminster Municipal Authority proposed razing the existing well-house building at the corner of Stover Street and Clover Place and replacing it with a 32' X 40' water treatment facility. Mr. Seckinger noted that in addition to the building, site improvements would include paving, fencing, and landscaping. The proposed building would be located outside of the floodplain, whereas the current building is within the floodplain.

Mr. Tim Hagey, Warminster Municipal Authority Director, thanked Mr. Seckinger for the introduction. He explained that the new treatment facility would work to filter PFAS from Well No. 37, the most productive well in the Authority's system. Mr. Hagey also noted that the facility and filtration devices create no noise or odors.

Chair Cox expressed concern regarding the building's location only thirty (30) feet from the property line due to its proximity to neighbors. Mr. Hagey explained that he spoke to the facility's closest neighbor and no concerns were expressed.

The Board chose to remain neutral to the application.

→3. *Financial Advisory Committee Pension Assumed Interest Rate Recommendation – To Consider Approval*

Mr. Seckinger presented the Financial Advisory Committee's recommendations regarding the assumed interest rates for both the Uniformed and Non-Uniformed Pension Plans. He explained that the Committee, during their May meeting, made a recommendation to lower the assumed interest rate of the non-uniform pension plan from 7% to 6.5% with an investment allocation of 65/35, instead of 70/30. Mr. Seckinger explained that a reduction in the assumed interest rate would put the investment plan in a more risk-adverse position since this plan is closed to new hires.

Mr. Seckinger also addressed the Committee's recommendation to reduce the assumed interest rate of the police pension plan from 7% to 6.75% while retaining the same investment allocation of 70/30. He noted that Police Officers are still enrolling in this plan, as this is a state-mandated benefit.

Mr. Seckinger recommended reducing the Non-Uniformed Pension Fund assumed interest rate from 7% to 6.5% with the 65/35 allocation because it is a closed fund. He did not recommend reducing the assumed interest rate for the Police Pension Fund because the expected return is still 6.94% and the fund is open in perpetuity.

Mr. Rich Ritzer, Vice President of CBIZ INR, expressed his support for Mr. Seckinger's recommendations.

Motion by Mr. Riotto to set the assumed interest rate for the Non-Uniformed Pension Fund at 6.5% with a 65/35 allocation. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→4. Parks and Recreation Board Ballfield Fence Advertising Recommendation – To Consider Approval

Mr. Seckinger presented the Parks and Recreation Board ballfield fence advertising recommendation. He explained that the Parks and Recreation Board, during their April meeting, made a motion to recommend allowing advertisements on outfield fences. He noted that the Warwick Baseball Association believes advertising will allow their sponsors to receive more exposure during the season.

Chair Cox explained that several residents near the ball fields had expressed concern regarding the potential of advertising. He felt it would be best to limit advertising to no more than two (2) fields.

Mr. Chris Gardyasz, President of Warwick Baseball, explained that the organization would be willing to work with the Board to develop acceptable advertising guidelines to help support the league.

Chair Cox asked if the organization planned to remove the advertisements during the off-season. Mr. Gardyasz confirmed that they would.

Ms. Taber asked how Warwick Baseball obtained sponsors currently. Mr. Gardyasz explained that they typically feature sponsors on jerseys, shirts, and banners.

Motion by Mr. Riotto to authorize staff to draft a pilot advertising program for the Warwick Baseball Association. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→5. ORD 2025-03: Chapter 159 Streets and Sidewalks Ordinance Amendment – To Consider Authorization to Advertise

Mr. Seckinger presented the ORD 2025-03: Chapter 159 Streets and Sidewalks Ordinance Amendment. He explained that after several months of revisions and review, the proposed ordinance was before the Board for their consideration to advertise. The amendment would provide, but not limited to, restoration details and safety requirements for street excavations, namely trenching, utility work and patching, as well as updates to the Official Road Map, the inspection process, and traffic control. Mr. Seckinger noted the inclusion of more stringent requirements for roads that have been repaved within the last twenty-four (24) months.

Mr. Seckinger also explained that the sidewalks section was updated to include maintenance responsibilities of both concrete sidewalks and bituminous trails, and a reduction in the number of hours permitted to remove snow and ice from sidewalks to twenty-four (24) hours.

Motion by Mr. Riotto to authorize advertisement of ORD 2025-03: Chapter 159 Streets and Sidewalks Ordinance Amendment. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→6. *2025 Sidewalk Program Bid – To Consider Authorization to Advertise*

Mr. Seckinger presented the 2025 Sidewalk Program Bid for consideration to advertise. He explained that this year's sidewalk program includes three (3) new sidewalk connections – Guinea Lane near Cedar Drive, Almshouse Road at Guinea Lane, and Almshouse Road near Sunrise Way. All three (3) connections required the acquisition of easements, the Guinea Lane near Cedar Drive sidewalk required the relocation of a utility pole and the Almshouse Road sidewalks require a PennDOT Highway Occupancy Permit (HOP) which is expected to be issued soon.

Motion by Mr. Riotto to authorize advertisement of the 2025 Sidewalk Program Bid. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→7. *2026 Sidewalk Program – To Consider Approval*

Mr. Seckinger presented the 2026 Sidewalk Program for the Board's consideration. He explained that due to the length of time needed to acquire easements, a PennDOT Highway Occupancy Permit (HOP), and utility pole relocations, staff recommend selecting sidewalk connections for the 2026 sidewalk program at this time.

He provided several options for possible connections including:

- Almshouse Road between CVS and St. Cyril's - Approximate Construction Costs totaling \$250,000
- York Road between Walgreens and the Warwick Tavern - Approximate Construction Costs totaling \$150,000
- York Road in front of the Warwick Square Shopping Center - Approximate Construction Costs totaling \$150,000
- Almshouse Road between Sand Trap Road and Charles Lane - Approximate Construction Costs under \$100,000

Mr. Seckinger recommended prioritizing the Almshouse Road connection between CVS and St. Cyril's.

Motion by Mr. Riotto to approve the 2026 Sidewalk Program to include the installation of sidewalks between CVS and St. Cyril's Church. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→8. *RES 2025-25: Policy and Procedure for the Sale of Township Equipment Less Than \$2,000 – To Consider Adoption*

Mr. Seckinger presented RES 2025-25: Policy and Procedure for the Sale of Township Equipment Less Than \$2,000. He explained that the Second Class Township Code allows the Board to establish a policy, by Resolution, for the sale or disposal of items valued under \$2,000. Items over \$2,000 would still require Board approval at a public meeting. Mr. Seckinger noted that the suggested policy would allow staff to place items on Municibid for sale to the highest bidder.

Motion by Mr. Riotto to adopt RES 2025-25: Policy and Procedure for the Sale of Township Equipment Less Than \$2,000. 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: May 2025*

For the month of May 2025, expenditures outpaced revenues by \$624,457.

Real Estate Transfers posted \$55,567 and Building Permits posted \$115,256. Earned Income Tax posted \$730,544 and Local Service Tax posted \$34,959.

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

General Fund	\$	16,397,059
Firehouse and Equipment	\$	792,310
Road Machinery	\$	160,208
Capital Projects Fund	\$	657,151
Highway Aid Fund	\$	468,554
Parks and Recreation	\$	1,011,544
Parks and Recreation Capital Fund	\$	321,790
Capital Reserve	\$	<u>89,885</u>
Total	\$	<u>19,898,501</u>

Motion by Mr. Riotto to approve the Treasurer's Report for May 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 6-2-2025 & 6-16-2025

Mr. Seckinger requested approval of the bill payments for June 2nd totaling \$62,439.70 and for June 16th totaling \$232,407.64, subject to audit.

Motion by Mr. Riotto to approve the Bill Payments for June 2, 2025, and June 16, 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. Central Bucks School District Crossing Guard Reimbursement Agreement – To Consider Approval

Mr. Martin presented the Central Bucks School District Crossing Guard Reimbursement Agreement. He explained that since approximately 2008, Central Bucks School District has reimbursed the Township fifty (50%) percent of the costs of three (3) school crossing guard posts. The three (3) locations in the Township include Warwick, Jamison and Bridge Valley Elementary Schools. Mr. Martin noted that Buckingham Township reimburses the Township twenty-five (25%) percent for the Bridge Valley Elementary School crossing guard. All terms in the Memorandum of Understanding (MOU) remain unchanged from the original verbal agreement.

Motion by Mr. Riotto to approve the Central Bucks School District Crossing Guard Reimbursement Agreement. 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 (Shihadeh) – To Consider Escrow Release #6

Mr. Evarts recommended a reduction in the financial security for LD 19-02: 1549 Stony Road (Shihadeh) in the amount of \$7,250.00.

Motion by Mr. Riotto to approve LD 19-02: 1549 Stony Road (Shihadeh) – Escrow Release #6.

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

Motion passed unanimously.

→2. LD 21-02: Spring Dance Hot Tub – To Consider Acceptance of Punch List

Ms. Evarts recommended approval of the punch list for LD 21-02: Spring Dance Hot Tub.

Motion by Mr. Riotto to accept the punch list for LD 21-02: Spring Dance Hot Tub.

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 June 16, 2025, Warwick Township Board of Supervisors' public meeting was adjourned at 7:47 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the
Board of Supervisors' meeting held 7/21/25