

WARWICK TOWNSHIP
Board of Supervisors Public Meeting Minutes
July 21, 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
Mark Goldberg, Chief of Police
Jon Ogborn, Deputy Chief of Police
Michele Fountain, P.E., Township Engineer
Michael Martin, Esq., Township Solicitor
Skye Sorresso, Recording Secretary

CALL TO ORDER:

The Warwick Township Board of Supervisors' July 21, 2025, public meeting was called to order at 7:01 p.m. by Michael Riotto, Vice Chair, who then led attendees in the Pledge of Allegiance.

APPROVAL OF MINUTES:

→ *Monday, June 16, 2025, Board of Supervisors' Meeting Minutes*

Motion by Ms. Taber to approve the June 16, 2025, Board of Supervisors' Meeting Minutes.

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

Motion passed unanimously.

ANNOUNCEMENTS:

Mr. Seckinger made the following announcements:

The Summer Movies in the Park series will continue July 23rd with Dog Man. All movies are held in the Warwick Community Park at dusk behind the large pavilion.

An Electronic Waste Recycling event will be held on Saturday, August 16th at Guinea Lane Park. For more information, please visit warwickrec.com.

The trail paving of Community Park is underway. Phases 1 and 2 are expected to be completed this week. Phase 3 will commence after school resumes in September.

CITIZEN COMMENT:

Mr. Kevin Kovalic of Augusta Drive requested the Board's assistance in determining the ownership of a property near the entrance of the Estates at Bucks County Country Club. Mr. Seckinger said he would look into the property and be in touch.

Ms. Brittany Kosin of Sand Trap Road expressed her support for the renewal of the Bucks County Co-Responder Agreement. She also discussed Supervisor training.

MANAGER'S REPORT:

→1. LD 24-02: R3 Properties, LLC – Minor 2-Lot Subdivision (2520 & 2550 Valley Road) – To Consider Lot Line Change Approval

Mr. Seckinger introduced LD 24-02: R3 Properties, LLC – Minor 2-Lot Subdivision. He explained that on June 11th, the Township received a revised lot line submission by R3 Properties LLC for a lot line change to incorporate acreage from 2550 Valley Road into 2520 Valley Road.

Mr. Michael Russek, applicant engineer, thanked Mr. Seckinger for the introduction. He explained that the property owner and applicant, Mr. Larry Coleman, wishes to redivide the two (2) lots so the stream and agricultural land are on the same lot. If approved, the lots would become 2.8 and 19.2 acres, respectively.

Ms. Taber asked Mr. Russek if the proposed septic would be a drip irrigation system and whether the applicant had discussed the property's Act 319 status with the county. Mr. Russek confirmed the new septic system would be a drip irrigation system. Mr. Coleman explained that he had spoken with the County regarding Act 319 and was told he would likely have to pay arrears on one of the lots and reenroll the larger lot in the program.

Ms. Taber also inquired about comments made during the Township's Planning Commission meeting regarding restrictions for future development. Mr. Russek explained that the property's zoning, stream crossing, and public street requirements significantly limit any potential for development.

Ms. Taber asked if the applicant intended to offer dedication of the property's right-of-way upon completion of the subdivision. Mr. Russek confirmed they did.

Motion by Ms. Taber approval LD 24-02: R3 Properties, LLC – Minor 2-Lot Subdivision (2520 & 2550 Valley Road) lot line approval, contingent upon:

- 1. Compliance with the CKS Engineers review letter dated 6/25/2025.**
- 2. Compliance with the Warwick Township staff review letter dated 6/18/2025.**
- 3. Conveyance of Right-of-Way to the Township.**

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

Motion passed unanimously.

→2. Cakolli Builders Sign Permit (2249 York Road) – To Consider Corridor Overlay District Approval

Mr. Seckinger introduced the Cakolli Builders Sign Permit for corridor overlay district approval. He explained that on July 2nd, the Township received a Zoning permit application from Remzi Cakolli to replace two (2) ground signs for a kitchen and bath showroom at 2249 York Road.

Mr. Riotto asked if the colors and proposed sizes were in compliance with zoning requirements. Mr. Seckinger explained that the application had been reviewed by the Zoning Officer who confirmed compliance with all applicable regulations.

Motion by Ms. Taber to grant Corridor Overlay District approval to Cakolli Builders (2249 York Road).

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

Motion passed unanimously.

→3. *ORD 2025-03: Chapter 159 Streets and Sidewalks Ordinance Amendment – To Consider Adoption*

Mr. Seckinger presented ORD 2025-03: Chapter 159 Streets and Sidewalks Ordinance amendment for consideration. He explained that the amendment was reviewed and authorized for advertisement during the June Board of Supervisors meeting. The amendment aims to ensure that contractors performing work in Township roads are restoring the roads in an acceptable fashion. The amendment provides, but is 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. He noted that there were more stringent requirements for roads that have been repaved within the last twenty-four (24) months.

Mr. Seckinger also explained that the sidewalks section of the Ordinance was updated to include maintenance responsibilities of both concrete sidewalks and bituminous trails, and the requirement to remove snow/ice from sidewalks was reduced from thirty-six (36) hours to twenty-four (24) hours.

Motion by Ms. Taber to adopt ORD 2025-03: Chapter 159 Streets and Sidewalks Ordinance Amendment.

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

Motion passed unanimously.

→4. *RES 2025-26: Set Firefighter Coordinator Salary Range – To Consider Adoption*

Mr. Seckinger presented RES 2025-26 for consideration. He explained that since the Township began funding, with Township operational funds, part-time career firefighters, Staff would like to create the add-on position of Fire Services Coordinator. If approved, he noted that the position would coordinate firefighter work hours, integration within the Warwick Township Fire Company, human resources, training, and gear.

Motion by Ms. Taber to adopt RES 2025-26: Set Firefighter Coordinator Salary Range.

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

Motion passed unanimously.

→5. *RES 2025-27: Support for HB1152 Funding – To Consider Adoption*

Mr. Seckinger presented RES 2025-27 for consideration. He explained that House Bill 1152 would amend existing insurance laws to require that reimbursements for emergency medical services to be paid directly to the EMS providers instead of the patient.

Motion by Ms. Taber to adopt RES 2025-27: Support for HB1152 Funding.

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

Motion passed unanimously.

→6. *2025-2026 Bucks County Consortium Fuel Bid – To Consider Award*

Mr. Seckinger explained that the Bucks County Consortium had once again administered the annual fuel purchasing bid. He noted that the lowest bidder was Pilot Thomas Logistics in the category of 5,999 or less gallons for both gasoline and ultra-low sulfur diesel fuel.

Motion by Ms. Taber to award the 2025-2026 Bucks County Consortium Fuel Bid to Pilot Thomas Logistics in the category for 5,999 or less gallons of both gasoline and ultra-low sulfur diesel fuel.

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

Motion passed unanimously.

→ *Treasurer's Report: June 2025*

For the month of June 2025, expenditures outpaced revenues by \$49,432.

Real Estate Transfers posted \$112,520 and Building Permits posted \$14,389. Earned Income Tax posted \$349,689 and Local Service Tax posted \$4,170.

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

General Fund	\$	16,384,839
Firehouse and Equipment	\$	789,354
Road Machinery	\$	159,012
Capital Projects Fund	\$	654,285
Highway Aid Fund	\$	469,631
Parks and Recreation	\$	976,528
Parks and Recreation Capital Fund	\$	325,534
Capital Reserve	\$	<u>89,886</u>
Total	\$	<u>19,849,069</u>

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

Motion passed unanimously.

→ *Bill Payments 7-7-2025 & 7-21-2025*

Mr. Seckinger requested approval of the bill payments for July 7th totaling \$245,151.80 and for July 21st totaling \$774,941.22, subject to audit.

Motion by Ms. Taber to approve the Bill Payments for July 7, 2025, and July 21, 2025, subject to audit. Second to motion by Mr. Riotto. Vice Chair Riotto invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

■ **SOLICITOR'S REPORT:**

→1. *Bucks County Human Services/Warwick Township Co-Responder Program Renewal – To Consider Authorization to Execute Memorandum of Understanding*

Mr. Martin presented the Bucks County Human Services - Warwick Township Co-Responder Program renewal for the Board's consideration. He explained that the renewal would extend the existing agreement for a shared co-responding social worker until May 31st, 2026.

Motion by Ms. Taber to approve the Bucks County Human Services/Warwick Township Co-Responder Program Renewal. Second to motion by Mr. Riotto. Vice Chair Riotto 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 #7***

Ms. Fountain recommended a reduction in the financial security for LD 19-02: 1549 Stony Road (Shihadeh) in the amount of \$19,800.00.

Motion by Ms. Taber to approve LD 19-02: 1549 Stony Road (Shihadeh) – Escrow Release #7.

Second to motion by Mr. Riotto. Vice Chair 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 addressed the Board regarding traffic speed in Sovereign Estates.

■ **ADJOURNMENT:**

The July 21, 2025, Warwick Township Board of Supervisors' public meeting was adjourned at 7:51 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the
Board of Supervisors' meeting held 8/18/25