

WARWICK TOWNSHIP
Board of Supervisors Public Meeting Minutes
September 15, 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
Michele Fountain, P.E., Township Engineer
Michael Martin, Esq., Township Solicitor
Skye Sorresso, Recording Secretary

CALL TO ORDER:

The Warwick Township Board of Supervisors' September 15, 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 personnel.

APPROVAL OF MINUTES:

→ *Monday, August 18, 2025, Board of Supervisors' Meeting Minutes*

Motion by Ms. Taber to approve the August 18, 2025, Board of Supervisors' Meeting Minutes.

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

Motion passed unanimously.

ANNOUNCEMENTS:

Mr. Seckinger made the following announcements:

The 12th Annual Lewy Body Dementia Walk for Awareness will be held on Sunday, September 28th, from 10 AM to 12 PM in Warwick Community Park.

Drop-offs for the Scarecrow Showdown and Costume Donation Vault will begin Wednesday, October 1st and continue through Friday, October 24th. Scarecrows and costume donations can be dropped off any time during business hours, Monday through Thursday, 8AM to 4PM, and Fridays 7AM to 3PM. The Vault will open on Monday October 13th. Anyone who needs a costume is welcome to come and "shop."

The Annual Halloween Happening Event will be held on Thursday, October 30th from 5:30 PM to 7:30 PM. If anyone is interested in becoming a candy sponsor, please contact Kristen Belles, Parks and Recreation Coordinator.

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

CITIZEN COMMENT:

Mr. Jim Forsstrom, Ms. Sophia Kosin, and Mr. Theodore Kosin of Sand Trap Road expressed concern regarding speeding in their neighborhood.

Mr. and Mrs. Young of April Drive expressed concern regarding the farm located at 2475 Dark Hollow Road. Mr. Seckinger provided several updates.

MANAGER'S REPORT:

→1. *Permit PZO250022: Jamison Pour House Building Color Change (2160 York Rd) – For Corridor Overlay District Review*

Mr. Seckinger presented PZO250022: Jamison Pour House Building Color Change for Board consideration. He explained that the Township had received a Zoning Permit Application submission to change the color of the existing building from beige and green to iron ore.

The business owner, Mr. Daniel Nolan, thanked Mr. Seckinger for the introduction. He explained that he would like to improve the curb appeal of the business by improving the exterior of the building.

Motion by Ms. Taber to approve PZO250022: Jamison Pour House Building Color Change (2160 York Rd).
Second to motion by Mr. Riotto. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→2. *RES 2025-28: National Alopecia Areata Foundation (NAAF) Walk for Alopecia Proclamation*

Mr. Seckinger presented RES 2025-28: National Alopecia Areata Foundation (NAAF) Walk for Alopecia Proclamation.

Ms. Stephanie Milewski thanked the Board for helping her spread awareness about Alopecia Areata.

Motion by Ms. Taber to adopt RES 2025-28: National Alopecia Areata Foundation (NAAF) Walk for Alopecia Proclamation.
Second to motion by Mr. Riotto. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→3. *RES 2025-29: Minimum Municipal Obligation (MMO) for Non-Uniformed Employees' Pension Fund – To Consider Adoption*

Mr. Seckinger presented RES 2025-29 for adoption. He stated that the proposed 2026 minimum municipal obligation for the non-uniformed employees' pension fund is \$0, a decrease from the 2025 obligation of \$19,836. Mr. Seckinger noted that the fund had been closed to new employees since 2012.

Motion by Ms. Taber to adopt RES 2025-29: MMO for Non-Uniformed Employees' Pension Fund.
Second to motion by Mr. Riotto.
Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→4. RES 2025-30: Minimum Municipal Obligation (MMO) for Police Pension Fund – To Consider Adoption

Mr. Seckinger presented RES 2025-30 for adoption. He stated that the proposed 2026 minimum municipal obligation for the police pension fund is \$527,227, a decrease from the 2025 obligation of \$557,702.

Motion by Ms. Taber to adopt RES 2025-30: Minimum Municipal Obligation (MMO) for Police Pension Fund. Second to motion by Mr. Riotto.

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

Motion passed unanimously.

→5. RES 2025-31: Ballfield Advertising Park Policy– To Consider Adoption

Mr. Dan Sharapan, Director of Parks, Recreation & Open Space, presented RES 2025-31: Ballfield Advertising Park Policy. He explained the policy was drafted in line with comments made by the Board at their previous meeting. As presented, the policy would limit signage to fields four (4) and five (5) at Guinea Lane Park. He also noted several other specifications were added including permitted sign colors, language, and condition.

Ms. Taber asked if the policy had been reviewed by the Warwick Baseball Association. Mr. Sharapan confirmed it had.

Ms. Taber also asked that the policy be amended make the specified color scheme a requirement.

Motion by Ms. Taber to adopt RES 2025-31: Ballfield Advertising Park Policy as amended.

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

Motion passed unanimously.

→6. 2026 Capital Projects Presentation – For Review and Consideration

Mr. Seckinger presented the 2026 Capital Projects:

The Parks and Recreation Department proposes three (3) projects and two (2) purchases in 2026 for a combined estimated cost of \$156,000. Proposed purchases include a F-250 pickup truck with liftgate and plow and the replacement of a zero-turn mower. The proposed projects include the replacement of the Guinea Lane Park Playground, installation of fencing around the playgrounds at Hampton Chase and Hidden Pond Parks, installation of one (1) sunshade at Guinea Lane Park and two (2) sunshades Community Park. Mr. Seckinger noted that several grants had been submitted for the replacement of the Guinea Lane Park Playground. Should no grant funding be secured, he explained that the project would be delayed, and two (2) landscape trailers would be purchased in 2026. In that instance, the estimated cost of the Parks and Recreation 2026 Capital would total \$206,000.

The Township Administration Department proposes four (4) projects in 2026. These projects primarily focus on the repair, upkeep, and improvement of the Township Municipal Building and have a combined estimated cost of \$427,500. They include the replacement of lobby and conference room chairs, replacement of Planning and Zoning bookshelves, replacement of the building fire sprinkler pressure valve, refurbishment of the existing building elevator, and upgrade of the building generator.

The Police Department proposes two (2) projects and two (2) purchases in 2026. The projects and purchases have a combined estimated cost of \$157,600 and include the replacement of the cubical desk chairs, replacement of the compound rear gate, purchase of two (2) solar speed signs, and the replacement of two (2) Police vehicles with upfitted Ford Explorer hybrid models.

The Public Works Department proposes seven (7) projects and two (2) purchases in 2026. The projects and purchases have a combined estimated cost of \$1,148,500 and include connection of the Public Works Facility to public sewer, repurposing of the Admin Building generator, replacement of the Gasboy fuel management system, upgrade of the traffic signal timing matrix at the intersection of York and Almshouse Roads, design of a stormwater management plan for the Park and Meadowview Drive neighborhood, engineering for the reconstruction of the Valley Road Bridge (to be reimbursed by grant funding), and the construction of sidewalks along the:

- Frontage of Almshouse Road between St. Cyril's Church and CVS. This extension will connect York Road to Meetinghouse Road.

The Public Works Department also proposes the replacement of the bed on an existing pickup truck and replacement of a 2011 6-wheel dump truck with a 2026 model.

The 2026 Road Program proposes the paving of Arbor Court, Lafayette Drive, Fairmount Drive, Scott Place, Alex Lane, Sterling Street, Maxwell Manor, and Ross Lane for a combined estimated cost of \$597,000.

A total of sixteen (16) projects and six (6) purchases have been proposed for 2026 with a combined estimated cost of \$1,939,600.

Projects & Purchases:	\$1,939,600
Road Program:	\$ 597,000
Combined Estimated Cost:	\$2,536,600

Motion by Ms. Taber to authorize the 2026 Capital Projects as presented for inclusion in the 2026 Budget.

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

Motion passed unanimously.

→7. 2025-2026 Bucks County Consortium Salt Bid – To Consider Award

Mr. Seckinger presented the results of the 2025-2026 Bucks County Consortium Salt Bid. He recommended award to the lowest bidder, Morton Salt, at \$61.86/ton delivered and \$61.00/ton for pick up.

Motion by Ms. Taber to award the 2025-2026 Bucks County Consortium Salt Bid to Morton Salt, Co. in the amount of \$61.86/ton delivered and \$61.00/ton for pick up.

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 2009 F-350 Truck – To Consider Approval

Mr. Seckinger requested authorization to sell a 2009 F-350 Public Works truck. He explained that the truck was recently replaced by a new Ford F-350 truck and would be posted on Municibid with a starting bid of \$10,000.

Motion by Ms. Taber to authorize the sale of a 2009 F-350 Truck.

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

Motion passed unanimously.

→ Treasurer's Report: August 2025

For the month of August 2025, expenditures outpaced revenues by \$224,555.

Real Estate Transfers posted \$80,378 and Building Permits posted \$73,776. Earned Income Tax posted \$493,835 and Local Service Tax posted \$42,753.

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

General Fund	\$	15,955,633
Firehouse and Equipment	\$	780,472
Road Machinery	\$	163,905
Capital Projects Fund	\$	543,841
Highway Aid Fund	\$	16,467
Parks and Recreation	\$	838,432
Parks and Recreation Capital Fund	\$	72,753
Capital Reserve	\$	<u>90,338</u>
Total	\$	<u>18,461,841</u>

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

→ *Bill Payments 9-1-2025 & 9-15-2025*

Mr. Seckinger requested approval of the bill payments for September 1st totaling \$50,574.47 and for September 15th totaling \$216,269.18, subject to audit.

Motion by Ms. Taber to approve the Bill Payments for September 1, 2025, and September 15, 2025, subject to audit. Second to motion by Mr. Riotto. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

■ **SOLICITOR'S REPORT:**

→ 1. *LD 14-04: Costa Subdivision (2195 & 2199 Warwick Rd) – To Consider Declaration of Default of the Development Agreement*

Mr. Martin explained that he had been working with the owner to clear the violations located at 2195 and 2199 Warwick Road. In response to the owner's progress, Mr. Martin recommended the Board table the declaration of default until the next meeting. The Board agreed.

■ **ENGINEER'S REPORT:**

→ 1. *LD 20-03: Gasper Landscape, Inc. (Camars Dr) – To Consider End of Maintenance Period and Final Escrow Release*

Ms. Fountain recommended the Board end the eighteen (18) month maintenance period for LD 20-03: Gasper Landscape, Inc. (Camars Dr) and authorize the release of the remaining financial security.

Motion by Ms. Taber to approve the end of the Maintenance Period and Final Escrow Release for LD 20-03: Gasper Landscape, Inc. (Camars Dr).

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

→1. **LD 19-02: 1549 Stony Road (Shihadeh) – To Consider Escrow Release #9**

Ms. Fountain recommended a reduction in the financial security for LD 19-02: 1549 Stony Road (Shihadeh) in the amount of \$144,866.00.

Motion by Ms. Taber to approve LD 19-02: 1549 Stony Road (Shihadeh) – Escrow Release #9.

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

Motion passed unanimously.

■ **OLD BUSINESS:**

Mr. Seckinger provided the following updates regarding comments made at the August meeting:

- The Old York Road contractor business complaint is currently under investigation. Progress has been noted, and updates have been provided to the impacted resident.
- The Bucks County Country Club Estates sign area is now being maintained by the appropriate party.

■ **NEW BUSINESS:**

None.

■ **PUBLIC COMMENT:**

Mr. Theodore Kosin of Sand Trap Road commented on several items in the September bill payments

■ **ADJOURNMENT:**

The September 15, 2025, Warwick Township Board of Supervisors' public meeting was adjourned at 8:18 p.m.

These minutes were approved at the
Board of Supervisors' meeting held 10/20/25

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager