

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
January 5, 2026

Members Present: John W. Cox
Michael A. Riotto
Robin L. Taber

Others Present: Kyle Seckinger, MPA, Township Manager
Aaron Richwine, Police Lieutenant
Michael Martin, Esq., Township Solicitor
Skye Sorresso Stear, Recording Secretary

TEMPORARY CHAIR:

Motion by Mr. Riotto to nominate Mr. Cox as temporary Chairperson. Second to motion by Ms. Taber.
Motion passed unanimously.

CALL TO ORDER:

The Warwick Township Board of Supervisors' January 5, 2026, public meeting was called to order at 7:01 p.m., by John Cox, temporary Chair, who then led attendees in the Pledge of Allegiance.

EXECUTIVE SESSION:

The Board met in executive session on December 12, 2025, and January 5, 2026, to discuss matters of personnel and litigation.

ANNOUNCEMENTS:

Mr. Seckinger made the following announcements:

The next regular business BOS meeting is Monday, January 19, 2026.

Warwick Township is pleased to announce that we are the recipient of a \$370,000 grant for the replacement and upgrade of the Guinea Lane Park playground. Construction dates are not yet known. More details to follow

REORGANIZATION:

→1. *Nomination/Appointment of Chair/Vice Chairperson*

Motion by Mr. Riotto to nominate Mr. Cox as Chairperson. Second to motion by Ms. Taber.
Mr. Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

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

→2. RES 2026-01 Approve Reorganization Worksheet

Motion by Mr. Riotto to approve the reorganization appointments as listed in the worksheet below:

	2025	2026	Term
ELECTED OFFICIALS			
Chairperson	John Cox	John Cox	(1 yr.)
Vice Chairperson	Michael Riotto	Michael Riotto	(1 yr.)
APPOINTED STAFF/ PROFESSIONAL POSITIONS/ MANAGEMENT POSITIONS			
Township Manager/Secretary/ Treasurer/Public Info. Officer/ DVHIT & DVWCT Trustee/Act 32 Rep. Alternate	Kyle W. Seckinger, MPA	Kyle W. Seckinger, MPA	(1 yr.)
Assistant Township Manager/Finance & Benefits Director/Act 32 Representative/DVPLT Trustee	Becki J. Marencik, MPA	Becki J. Marencik, MPA	(1 yr.)
Planning and Zoning Director/Deputy Zoning Officer	Brandy Mckeever, BCO, CZO	Brandy Mckeever, BCO, CZO	(1 yr.)
Floodplain Manager/ Zoning Officer/Code Enforcement Officer	Thomas Jones, CZO	Thomas Jones, CZO	(1 yr.)
Building Inspection/Code Enforcement Officer/BCO	Keystone Municipal Services	Keystone Municipal Services	(1 yr.)
Fire Inspector/Code Enforcement Officer	Robert Prato	Robert Prato	(1 yr.)
Chief of Police	Mark Goldberg	Jon Ogborn	(1 yr.)
Police Dept. Right-to-Know Officer	Jon Ogborn	Jon Ogborn	(1 yr.)
Emergency Management Coordinator	Chief Mark Goldberg	Lieutenant Aaron Richwine	(1 yr.)
Deputy Emergency Management Coordinators	Kyle W. Seckinger, MPA & Aaron Richwine	Kyle W. Seckinger, MPA & Jon Ogborn	(1 yr.)
Right-to-Know Officer	Skye Sorresso	Skye Sorresso	(1 yr.)
Township Engineer	Michele A. Fountain, PE (CKS Engineers)	Michele A. Fountain, PE (CKS Engineers)	(1 yr.)
Special Counsel - Labor Attorney	Ryan J. Cassidy, Esq. (Eckert Seamans)	Ryan J. Cassidy, Esq. (Eckert Seamans)	(1 yr.)

Township Solicitor	Michael Martin, Esq. (Grim, Biehn & Thatcher)	Michael Martin, Esq. (Grim, Biehn & Thatcher)	(1 yr.)
Township Actuary	Conrad Siegel	Conrad Siegel	(1 yr.)
Township Auditor	Bee & Bergvall Assoc.	Bee & Bergvall Assoc.	(1 yr.)
To audit the 2025 fiscal year			
Duty Tow	Gredone's Towing Service	Gredone's Towing Service	(1 yr.)
	Elsner Towing	Elsner Towing	(1 yr.)
	Pete's Towing and Recovery	Pete's Towing and Recovery	(1 yr.)
	Wesley Auto Recovery	-	
BOARDS / COMMISSIONS			
Emergency Communications Committee	Donna Littrell	Donna Littrell	(1 yr.)
	Barbara Weidner	Barbara Weidner	(1 yr.)
	Heidi Chen	Heidi Chen	(1 yr.)
	Al Sigafoos	Al Sigafoos	(1 yr.)
	Michael Gecht	Michael Gecht	(1 yr.)
	Frank Fiorentino	Frank Fiorentino	(1 yr.)
<i>Staff Liaison - Jon Ogborn</i>			
Financial Advisory Committee	Julie Narisi	Julie Narisi	(1 yr.)
	Jon Fioravanti	Jon Fioravanti	(1 yr.)
	John Ramey	John Ramey	(1 yr.)
	Ed Dixon	Ed Dixon	(1 yr.)
	Paul Hunzeker	Paul Hunzeker	(1 yr.)
<i>Staff Liaison - Becki Marencik</i>			
Parks & Recreation Board	Peter Kirshe	Peter Kirshe	(3 yr.)
<i>Staff Liaison - Dan Sharapan</i>			
Police Pension Board	John Cox	John Cox	(1 yr.)
	Barry Szamboti	Barry Szamboti	(1 yr.)
	Ed Dixon	Ed Dixon	(1 yr.)
	Kyle Seckinger	Kyle Seckinger	(1 yr.)
Tree Committee	Vacant	Joseph Heaney	(1 yr.)
	Michael Mauri	Jigar Rajpura	(1 yr.)
	Olya Zhugayevich	Olya Zhugayevich	(1 yr.)
<i>Staff Liaison - Dan Sharapan</i>			
UCC/IPMC Appeals Board	Michael Cox	Michael Cox	(1 yr.)

	Christopher Walker	Christopher Walker	(1 yr.)
	Michael Italia	Michael Italia	(1 yr.)
<i>Staff Liaison - Brandy Mckeever</i>			
Vacancy Board Chairperson	Anne Scheetz Damon	Anne Scheetz Damon	(1 yr.)
Water & Sewer Authority	Stanley Rockovich	Stanley Rockovich	(5 yr.)
Zoning Hearing Board	Kevin Wolf	Kevin Wolf	(3 yr.)
<i>Staff Liaison - Thomas Jones</i>			
Delegate to PSATS 2026 Annual Convention	Michael Riotto	Michael Riotto	(1 yr.)
Supervisor as Liaison	2025	Recommended for 2026	
Administration	John Cox	John Cox	(1 yr.)
Emergency Services	Robin Taber	Robin Taber	(1 yr.)
Financial Advisory	John Cox	John Cox	(1 yr.)
Parks and Recreation Board	Robin Taber	Robin Taber	(1 yr.)
Planning Commission	Michael Riotto	Michael Riotto	(1 yr.)
Police Department	John Cox	John Cox	(1 yr.)
Public Works Department	Michael Riotto	Michael Riotto	(1 yr.)
Water and Sewer Authority	Michael Riotto	Michael Riotto	(1 yr.)

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

→3. **RES. 2026-02 Set Treasurer's Bond**

Mr. Seckinger presented RES 2026-02, setting the Treasurer's bond at ten (10) million dollars.

Motion by Mr. Riotto to adopt RES 2026-02: Set Treasurer's Bond. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→4. **RES 2026-03 Set ZHB Salary**

Mr. Seckinger presented RES 2026-03, setting the Zoning Hearing Board member compensation at \$35.00 per hearing.

Motion by Mr. Riotto to adopt RES 2026-03: Set ZHB Salary. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→5. *RES 2026-04 Set Holiday Schedule*

Mr. Seckinger presented RES 2026-04, setting the 2026 holiday schedule.

Motion by Mr. Riotto to adopt RES 2026-04: Set Holiday Schedule. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→6. *RES 2026-05: Set Meeting Schedules – To Consider Adoption*

Mr. Seckinger presented RES 2026-05, setting the 2026 meeting schedules. The Board of Supervisors will meet on the 3rd Monday of every month. Capital Projects for 2027 will be presented at the September meeting. The draft of the 2027 budget will be presented at the October meeting. The final budget for adoption will be considered at the November meeting.

Motion by Mr. Riotto to adopt RES 2026-05: Meeting Schedules. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→7. *RES 2026-06: Set Depositories – To Consider Adoption*

Mr. Seckinger presented RES 2026-06, setting the Township Depositories for 2026 as TD Bank, PLGIT, and Charles Schwab.

Motion by Mr. Riotto to adopt RES 2026-06: Set Depositories. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→8. *RES 2026-07: Set Fee Schedule – To Consider Adoption*

Mr. Seckinger presented RES 2026-07, setting the fee schedule for 2026. The fee schedule was presented and approved at the October 20, 2025, Board of Supervisors' meeting.

Motion by Mr. Riotto to adopt RES 2026-07: Set Fee Schedule. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→9. *RES 2026-08: Set Non-Union Employee Salary Increases – To Consider Adoption*

Mr. Seckinger presented RES 2026-08, setting the 2026 pay increases for non-union employees, as reflected in the approved 2026 budget.

Motion by Mr. Riotto to adopt RES 2026-08: Set Non-Union Employee Salary Increases. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→10. *RES 2026-09: Set Salary Ranges for Non-Contractual Employees – To Consider Adoption*

Mr. Seckinger presented RES 2026-09, setting the 2026 salary ranges for non-contractual employees.

Motion by Mr. Riotto to adopt RES 2026-09: Set Salary Ranges for Non-Contractual Employees. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→11. *RES 2026-10: Appoint TCC Delegates – To Consider Adoption*

Mr. Seckinger presented RES 2026-10, appointing the following 2026 Tax Collection Committee delegates:

Primary voting delegate:	Warwick Township Finance Director
First alternate voting delegate:	Warwick Township Accounting/HR Administrator
Second alternate voting delegate:	Warwick Township Manager

Motion by Mr. Riotto to adopt RES 2026-10: Appoint TCC Delegates. Second to motion by Ms. Taber.

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

Motion passed unanimously.

→12. *RES 2026-11: Set Professional Consultant Fees – To Consider Adoption*

Mr. Seckinger presented RES 2026-11, setting the 2026 professional consultant fees.

Motion by Mr. Riotto to adopt RES 2026-11: Set Professional Consultant Fees. Second to motion by Ms. Taber.

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

Motion passed unanimously.

→13. *RES 2026-12: Policies and Procedures of the Board of Supervisors – To Consider Adoption*

Mr. Seckinger presented RES 2026-12, establishing the administrative and land development policies and procedures of the Board of Supervisors.

Motion by Mr. Riotto to adopt RES 2026-12: Policies and Procedures of the Board of Supervisors. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→14. *RES 2026-13: Township Manager Employment Contract*

Mr. Seckinger presented RES 2026-13, approving the Township Manager's employment contract.

Motion by Mr. Riotto to adopt RES 2026-13: Township Manager Employment Contract. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

→15. *Work Policy Updates – To Consider Adoption*

Mr. Seckinger requested approval of various updated and revised work policies including the Employee Handbook, credit card/debit card policy, firefighters dress policy, use of time clock system policy, voicemail/email/network policy, use of social media policy, safety manual, and acclimation of new employees' policy.

Motion by Mr. Riotto to adopt the work policy updates as presented. Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

PUBLIC COMMENT:

None.

■ **ADJOURNMENT:**

The January 5, 2026, Warwick Township Board of Supervisors' public meeting was adjourned at 7:05 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the
Board of Supervisors' meeting held 1/11/26