

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
May 18, 2026

Members Present: John W. Cox, Chair
Michael A. Riotta, Vice Chair
Robin L. Taber, Member

Others Present: Kyle Seckinger, MPA, Township Manager
Aaron Richwine, Lieutenant
Michele Fountain, P.E., Township Engineer
Michael Martin, Esq., Township Solicitor
Skye Sorresso Stear, Recording Secretary

CALL TO ORDER:

The Warwick Township Board of Supervisors' May 18, 2026, public meeting was called to order at 7:00 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 and litigation.

APPROVAL OF MINUTES:

→ *Monday, April 20, 2026, Board of Supervisors' Meeting Minutes*

Motion by Mr. Riotta to approve the April 20, 2026, 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:

May 19th is election day. The Township will operate under normal business hours.

Warwick will host a free, educational Medicare Seminar in the Main Meeting Room on Thursday, May 21st from 6:30PM - 8:00PM.

For more information, please visit warwickrec.com.

CITIZEN COMMENT:

None.

MANAGER'S REPORT:

→1. *Work Policy Gen-07: Trainings, Conferences, Seminars & Academy Policy Amendment – To Consider Approval*

Mr. Seckinger presented Work Policy Gen-07. He explained that the existing policy was amended to include procedures for reimbursement of police academy tuition fees for police cadets.

Motion by Mr. Riotto to approve Work Policy Gen-07: Trainings, Conferences, Seminars & Academy Policy Amendment.

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

→2. *ORD 2026-02: Delinquent Real Estate Tax Collection – To Consider Authorization to Advertise*

Mr. Seckinger presented ORD 2026-02: Delinquent Real Estate Tax Collection for authorization to advertise. He explained that the ordinance was proposed in response to a change in state law allowing the Township to retain 100% of collected delinquent tax bills.

Mr. Riotto asked Mr. Seckinger how quickly the ordinance would take effect once adopted. Mr. Seckinger explained it would be enacted beginning 2027.

Motion by Mr. Riotto to authorize advertisement of ORD 2026-02: Delinquent Real Estate Tax Collection

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

→3. *RES 2026-17: Destruction of Records Resolution – To Consider Adoption*

Mr. Seckinger presented RES 2026-17, authorizing the destruction of records in accordance with the Pennsylvania Historical and Museum Commission's Municipal Records Manual.

Ms. Taber asked if the Township was required to annually specify which records were to be destroyed. Mr. Seckinger stated that it was.

Motion by Mr. Riotto to adopt RES 2026-17: Destruction of Records Resolution.

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: April 2026*

For the month of April 2026, revenues outpaced expenditures by \$1,170,510.

Real Estate Transfers posted \$38,376 and Building Permits posted \$19,841. Earned Income Tax posted \$282,981 and Local Service Tax posted \$5,166.

Fund balances for April 2026 are as follows, subject to audit:

General Fund	\$	15,708,792
Firehouse and Equipment	\$	738,753
Road Machinery	\$	240,452

Capital Projects Fund	\$	765,297
Highway Aid Fund	\$	470,705
Parks and Recreation	\$	954,460
Parks and Recreation Capital Fund	\$	189,103
Capital Reserve	\$	<u>91,543</u>
Total	\$	<u>19,159,105</u>

Mr. Seckinger noted that the Parks and Recreation Fund balance was lower than normal due to outstanding grant reimbursements.

Motion by Mr. Riotta to approve the Treasurer's Report for April 2026, 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 5-4-2026 & 5-18-2026*

Mr. Seckinger requested approval of the bill payments for May 4th, totaling \$101,613.57 and May 18th, totaling \$212,529.34, subject to audit.

Motion by Mr. Riotta to approve the Bill Payments for May 4th and May 18th, 2026, 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:**

None.

■ **ENGINEER'S REPORT:**

→1. *LD 20-02: Warwick Business Campus Lot 15 & 16 (Kampus Klothes) – To Consider Escrow Release #1*

Ms. Fountain recommended a reduction in financial security for LD 20-02: LD 20-02: Warwick Business Campus Lot 15 & 16 in the amount of \$225,695.35.

Motion by Mr. Riotta to approve LD 20-02: Warwick Business Campus Lot 15 & 16 (Kampus Klothes) Escrow Release #1.

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

Motion passed unanimously.

→2. *LD 22-02: Warwick Business Campus Lot 29 (Kampus Klothes) – To Consider Escrow Release #1*

Ms. Fountain recommended a reduction in financial security for LD 22-02: Warwick Business Campus Lot 29 in the amount of \$144,559.35.

Motion by Mr. Riotta to approve LD 22-02: Warwick Business Campus Lot 29 (Kampus Klothes) Escrow Release #1.

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 May 18, 2026, Warwick Township Board of Supervisors' public meeting was adjourned at 7:09 p.m.

Respectfully submitted,



Kyle W. Seckinger, MPA
Township Manager

These minutes were approved at the
Board of Supervisors' meeting held 6/15/26