

WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
June 15, 2026

Members Present: Michael A. Riotto, Vice Chair
Robin L. Taber, Member

Members Absent: John W. Cox, Chair

Others Present: Becki Marencik, MPA, Assistant Township Manager/Director of Finance
Jon Ogborn, Chief of Police
Aaron Richwine, Police 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' June 15, 2026, public meeting was called to order at 7:00 p.m. by Michael Riotto, Vice Chair, who then led attendees in the Pledge of Allegiance.

EXECUTIVE SESSION:

The Board of Supervisors met on June 1st, June 12th, and before this meeting to discuss matters of personnel and litigation.

APPROVAL OF MINUTES:

→ *Monday, May 18, 2026, Board of Supervisors' Meeting Minutes*

Motion by Ms. Taber to approve the May 18, 2026, 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:

Ms. Marencik made the following announcements:

The Summer Movies in Park Series kicks off this week with Elio on Wednesday, June 17th at dusk.

For more information, please visit warwickrec.com.

CITIZEN COMMENT:

Mr. Egil Nelson of Old York Road addressed the Board regarding his ongoing concerns about a neighboring property. Ms. Marencik thanked Mr. Nelson and let him know she would relay his concerns to the appropriate departments.

Mr. David Zipf of Crocker Lane addressed the Board regarding e-bike concerns. Chief Jon Ogborn spoke briefly about the Police Department's enforcement efforts.

MANAGER'S REPORT:

→1. LD 26-01: Global Chem Feed (2015 Stout Drive) – To Consider Preliminary Plan Approval

Ms. Marencik introduced the preliminary land development application for Global Chem Feed (2015 Stout Drive). She explained that the applicant proposes to construct an L-shaped addition to the existing building to provide additional manufacturing space, along with site improvements to increase parking. She noted that the applicant had previously received the necessary zoning relief and addressed the Planning Commission's review comments.

Jason Korczak, engineer for the applicant, explained that the company had experienced steady growth and wished to remain in Warwick Township while accommodating new contracts. He reviewed several requested waivers, including relief from installation of a basin due to favorable site infiltration, grading and parking setback requirements, drive aisle width, sidewalks and streetscape improvements, landscaping requirements at the front of the property, and the submission of a several impact studies based on the minimal increase in employees and no change in use. He also noted that the applicant intended to withdraw the waiver for replacement trees because the required plantings will be planted within the deed-restricted open space. Mr. Korczak added that a partial waiver would be needed for the installation of street trees along the frontage of the property because the applicant intended to comply with the required southeastern property line plantings.

Ms. Fountain asked Mr. Korczak if the applicant was willing to provide the required fee-in-lieu of sidewalks. Mr. Korczak confirmed they were.

Motion by Ms. Taber to grant preliminary plan approval to LD 26-01 Global Chem Feed (2015 Stout Drive), contingent upon compliance with the Staff Review Letter, dated April 30th, 2026, the ARRO Consulting Letter dated April 29th, 2026, the Bucks County Planning Commission Letter dated May 8th, 2026, and the waivers and required fee-in-lieu of sidewalks as discussed.

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

Motion passed unanimously.

→2. Work Policy Gen-20: Artificial Intelligence Usage – To Consider Approval

Ms. Marencik presented Work Policy Gen-20: Artificial Intelligence Usage for consideration. She explained that the policy was drafted due to the emerging use of Artificial Intelligence (AI) to ensure it is used by Township staff only in appropriate situations and not in violation of privacy and confidentiality laws and regulations.

Motion by Ms. Taber to approve Work Policy Gen-20: Artificial Intelligence Usage.

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

Motion passed unanimously.

→3. RES 2026-18: DCED GTRP Hidden Pond Park Playground Grant Application – To Consider Adoption

Ms. Marencik presented RES 2026-18: DCED GTRP Hidden Pond Park Playground Grant Application for consideration. She explained that the resolution was required to authorize application to the Department of Economic Development (DCED) Greenways, Trails, and Recreation Program (GTRP) for the replacement of the Hidden Pond Park playground.

Motion by Ms. Taber to adopt RES 2026-18: DCED GTRP Hidden Pond Park Playground Grant Application.

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 2026-19: Set Salary Ranges for Non-Contractual Employees – To Consider Adoption

Ms. Marencik presented RES 2026-19: Set Salary Ranges for Non-Contractual Employees. She explained that the resolution would establish the new positions of Human Resources Director and Facilities Manager/Custodian utilizing salary ranges in line with the Bucks County Salary Survey. Ms. Marencik also noted that the resolution designated the position of Assistant to the Manager as a stand-alone position or an add-on designation for an existing employee with the ability to effectively carry out more duties.

Motion by Ms. Taber to adopt RES 2026-19: Set Salary Ranges for Non-Contractual Employees.

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: May 2026

For the month of May 2026, revenues outpaced expenditures by \$1,044,114.

Real Estate Transfers posted \$80,646 and Building Permits posted \$24,938. Earned Income Tax posted \$699,930 and Local Service Tax posted \$41,307.

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

General Fund	\$	16,656,393
Firehouse and Equipment	\$	683,859
Road Machinery	\$	273,715
Capital Projects Fund	\$	835,327
Highway Aid Fund	\$	454,438
Parks and Recreation	\$	970,974
Parks and Recreation Capital Fund	\$	236,820
Capital Reserve	\$	91,693
Total	\$	<u>20,203,219</u>

Motion by Ms. Taber to approve the Treasurer's Report for May 2026, 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 6-1-2026 & 6-15-2026

Ms. Marencik requested approval of the bill payments for June 1st, totaling \$119,380.41 and June 15th, totaling \$234,167.28, subject to audit.

Motion by Ms. Taber to approve the Bill Payments for June 1st and June 15th, 2026, 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. *LD 05-11: Warwick Village Commons (Tractor Supply & Wawa) – To Consider Amendment to the Declaration of Covenants*

Mr. Martin presented the amendment to the Declaration of Covenants for Warwick Village Commons (Tractor Supply & Wawa). Mr. William Dion, attorney for the property owner, thanked Mr. Martin and explained that the owner had recently acquired the property and wished to incorporate ten (10) previous amendments to the Declaration of Covenants to avoid future title confusion.

Motion by Ms. Taber to approve LD 05-11: Warwick Village Commons (Tractor Supply & Wawa) – Amendment to the Declaration of Covenants.

Second to motion by Mr. Riotto. Vice Chair Riotto 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 Adoption*

Mr. Martin presented ORD 2026-02: Delinquent Real Estate Tax Collection for adoption. He explained that the ordinance, authorized for advertisement at the Board's May meeting, was proposed in response to a change in state law allowing the Township to retain 100% of collected delinquent tax bills.

Motion by Ms. Taber to adopt ORD 2026-02: Delinquent Real Estate Tax Collection.

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 2026-03: Amendment to the Zoning Ordinance – To Consider Authorization to Advertise*

Mr. Martin presented ORD 2026-03: Amendment to the Zoning Ordinance for consideration to advertise. He explained that amendment would establish definitions and specific regulatory requirements for data centers and data center accessory uses, introduce additional definitions, clarify regulations for temporary signs, update provisions related to home craft and home occupation uses, clarify buffer yard and accessory structure requirements, and remove obsolete references from the ordinance.

Motion by Ms. Taber to authorize advertisement of ORD 2026-03: Amendment to the Zoning Ordinance.

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 03-08: Woodlands at Warwick (Memorial Drive) – To Consider Release of Maintenance Bond*

Ms. Fountain recommended the release of the maintenance bond for LD 03-08: Woodlands at Warwick (Memorial Drive), contingent upon receipt of a letter of completion from the Township Engineer and payment of all outstanding invoices by the applicant.

Motion by Ms. Taber to authorize the release of the maintenance bond for LD 03-08: Woodlands at Warwick (Memorial Drive), contingent upon receipt of a letter of completion from ARRO Consulting and payment of all outstanding invoices by the applicant.

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:**

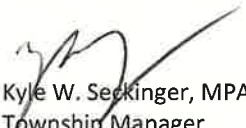
Mr. Kiel Sigafoos of Heritage Drive thanked Ms. Skye Sorresso Stear for her assistance in coordinating the polling facilities during the May primary election.

■ **ADJOURNMENT:**

The June 15, 2026, Warwick Township Board of Supervisors' public meeting was adjourned at 7:28 p.m.

Respectfully submitted,

These minutes were approved at the
Board of Supervisors' meeting held 7/20/26


Kyle W. Seckinger, MPA
Township Manager