WARWICK TOWNSHIP
Board of Supervisors' Public Meeting Minutes
July 20, 2026

Members Present:	John W. Cox, Chair Michael A. Riotto, Vice Chair Robin L. Taber, Member
Others Present:	Kyle Seckinger,MPA, Township Manager Becki Marencik, MPA, Assistant Township Manager/Director of Finance Jon Ogborn, Chief of Police Aaron Richwine, Police Lieutenant William Leahy, Police Sergeant Wade DiTommaso, Police Detective Sergeant Daniel Sharapan, Director of Parks, Recreation, and Open Space Mark Rambo, Director of Public Works Robert Gourley, Assistant Director of Public Works/Fire Services Coordinator 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' July 20, 2026, 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 in executive session to discuss matters of real estate, personnel, and litigation.

■ **APPROVAL OF MINUTES:**

→ *Monday, June 15, 2026, Board of Supervisors' Meeting Minutes*

Motion by Mr. Riotto to approve the June 15, 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:

The Summer Movies in Park Series continues this week with Zootopia 2 on Wednesday, July 22nd at dusk.

For more information, please visit warwickrec.com.

■ **CITIZEN COMMENT:**

None.

■ **MANAGER'S REPORT:**

→1. *Director of Human Resources Promotion Announcement*

Mr. Seckinger formally announced the promotion of Skye Sorresso, Assistant to the Manager, to Director of Human Resources. Mr. Seckinger explained that Skye has worked for the township for over five (5) years and is on her last course to obtain a Master of Public Administration from Villanova University. He also noted that the recent formation of the Fire Services Department and subsequent staffing of that department made the need for a dedicated Human Resources Director abundantly apparent.

→2. *ZHB 26-05: 2585 State Road Realty Associates, LLC (1707 Stout Dr) – For Zoning Review*

Mr. Seckinger introduced ZHB 26-05 for zoning review. He explained that on June 30, 2026, the applicant submitted a Zoning Hearing Board application requesting variances to permit two (2) principal uses on one (1) lot and to permit thirty-two (32) parking spaces rather than the required thirty-nine (39) parking spaces based on prior zoning approval and as required by the zoning ordinance. Mr. Seckinger explained that the existing use is a H3 Wholesale/Storage/Warehousing Use and the new second use would be an F3 Office Use.

Mr. McShea, attorney for the applicant, thanked Mr. Seckinger for the introduction. He explained that the proposed warehouse use would be low impact and serve as storage for ongoing construction projects.

Mr. Riotto inquired about the expected number of people present in the facility. Mr. McShea indicated that no more than six (6) people are expected at a time.

Ms. Taber noted that the provided parking impact study seemed to support the requested variance.

Mr. Cox felt the variance should be conditioned upon limitation of the number of permitted employees for the space to ensure adequate parking.

The Board chose to remain neutral to the application, conditioned upon the applicant limiting the number of employees for the facility to no more than nine (9).

→3. *5 Year Plan Presentation – To Consider Approval*

Mr. Seckinger presented the 2027-2031 5-Year Plan as follows:

Administration (Capital Fund)

Year	Project/Purchase	Cost
2027	Replace Conference Room and Caucus Room Tables	$3,500
	Replace Manager's Office Furniture	$6,000
	Add Permanent Lobby Counter	$1,750
2028		$0
2029	Replace Network Firewall	$5,000
2030	Replace Network Server	$10,000
2031	Replace Manager's Vehicle	$75,000
	Total	$101,250

Planning and Zoning (Capital Fund)

2027	Replace Large Format Printer/Scanner	$15,135
2028		$0
2029		$0
2030		$0
2031	Upfit Decommissioned Police SUV	$2,000
	Total	$17,135

Police (Capital Fund)

2027	Replace (1) SUV Vehicle (1 patrol)	$75,000
	Replace Tasers	$29,000
	Patrol Room Renovation of Former Holding Cells	$35,000
	Under Carrier Shirts	$8,000
2028	Replace (2) SUV Vehicles (1 patrol, 1 detective)	$120,000
	Replace Portable Radios/Mobile In-Car Radios	$321,347*
	Parking Lot Expansion/Car Port Feasibility Study	$18,000
	Replace Parking Lot Gate Reader	$10,000
2029	Replace (3) SUV Vehicles (3 patrol)	$225,000
2030	Replace (3) SUV Vehicles (2 patrol, 1 detective)	$195,000
	Replace Tablets	$90,000
2031	Replace SUV Vehicles (1 patrol)	$75,000
	Total with Grant Funding Applied	$880,000
	Total without Grant Funding	$1,201,347

*Seeking Grant Funding

Public Works (Capital Fund)

Year	Project/Purchase	Cost	Grant Funds
2027	Replace Front Landscaping and Flagpole	$12,000	
	Replace Fuel Pump and Monitoring System	$34,000	
	Replace Office/Break Room Chairs	$2,500	
	Almshouse Road Sidewalks and Pedestrian Bridge Engineering	$50,000	$25,000
	Valley Road Bridge Replacement	$122,650	
2028	PW Building and Garage Addition Feasibility Study	$40,000	
	Almshouse Road Sidewalks and Pedestrian Bridge	$871,659	$800,394
	Valley Road Bridge Replacement	$2,667,442	$2,667,442
2029	Park Ave/Meadowview Dr/Wayne Dr Stormwater System and Road Reconstruction	$850,000	$722,500*
	York Road Sidewalks (Walgreens to Warwick Tavern)	$175,000	

2030	Bristol Road Sidewalks (Stony Rd to Valley View Dr)	$160,000	
2031	Paint Pole Barn	$30,000	
	Add Hydraulic System to Wheel Loader	$30,000	
	Totals	$5,045,251	$4,215,336
	With Grant Funding Applied	$829,915	

*Seeking Grant Funding

Public Works (Road Machinery Fund)

2027	New Skid Steer with Attachments	$170,000
2028	Replace Backhoe	$215,000
2029	Replace Backhoe with Excavator	$165,000
2030	Replace Roadside Mower	$130,000
2031	Replace Ford F-550 Dump	$190,000
	Total	$870,000

Parks and Recreation (P&R Capital Fund)

Year	Project/Purchase	Cost
2027	Community Park Pavilion Painting	$10,000
	Hidden Pond Park Playground Replacement	$400,000*
	Replace Guinea Lane Park Backstops	$90,000
	Replace (2) Enclosed Landscaping Trailers	$50,000
2028	Replace Hampton Chase Park Backstops	$45,000
	Replace Hidden Pond Park Backstop	$28,000
	Replace Lazer Mower	$18,000
	Community Park Restroom Renovation	$20,000
2029	Memorial Park Pavilion Staining	$5,000
	New Dingo with Attachments	$90,000
2030	Jamison Hunt Park Playground Replacement	$100,000
2031	Hampton Chase Park Playground Replacement	$100,000
	Replace Lazer Mower	$18,000
	Total with Grant Funding Applied	$574,000
	Total without Grant Funding	$974,000

*Grant Application Pending

Road Programs

2027	Conway Court Laurens Lane Nathaniel Trail Harrison Lane	Monroe Drive Hamilton Way Adams Way Tripp Avenue
	Total	$712,000
2028	Tulip Road (York to Crosswood) Stony Road (Bristol to Turkey Trot) Bridge Street	Hillside Avenue Willow Lane
	Total	$756,000
2029	Meetinghouse Road (Old York to Bristol) Foxwood Drive West Hill Lane	Saint Andrews Court Oakmont Court Sunrise Way (Near Bucks Club)
	Total	$688,000
2030	Woodrose Manor Court Railroad Drive Woodrose Manor Drive August Drive Sawgrass Drive Wakefield Road	Dillon Drive Heron Pointe Lockleigh Road Dark Hollow Road Grakelow Drive
	Total	$750,500
2031	Wimbledon Drive Mountain Laurel Drive Ashton Drive	Carmel Drive Valley Road
	Total	$658,200

Mr. Riotto inquired about the installation of additional benches in Guinea Lane Park. Mr. Daniel Sharapan, Director of Parks, Recreation, and Open Space, explained that benches would be installed in 2027 under the Parks and Recreation Department's operational budget.

Mr. Riotto also asked what would happen to the original police tasers once replaced. Chief Jon Ogborn explained they would likely be traded in or sold on Municibid. He then inquired about the number of police cars slated for replacement. Chief Ogborn explained that the replacement schedule was based on engine hours; however, if a car was still in good condition, it would not be replaced despite being on the schedule.

Mr. Riotto asked Mr. Mark Rambo, Director of Public Works, why new landscaping was necessary at the Public Works facility. Mr. Rambo explained that the department intended to fix existing drainage issues at the front of the building, which would require removal of the existing landscaping.

Ms. Taber inquired about whether the township intended to incur the costs associated with projects that grants could not be secured for. Mr. Seckinger explained that smaller costs may be incurred, but staff would continue to pursue grant funding, potentially even combining several small projects into a single grant application.

Staffing

2027

Administration Department

- Retain the new (2026) position of Human Resources Director
- Retain the new (2026) position of Facilities Manager/Custodian

Police Department

- Expand from 19 to 20 sworn Police Officers

2028

Fire Services Department

- Expand from 2 career part-time firefighters on duty 5 days per week (7am-7pm) to 2 career part-time firefighters 7 days per week (7am-7pm)

2029

Fire Services Department

- Expand from 2 career part-time firefighters on duty 7 days per week (7am-7pm) to 3 career part-time firefighters 7 days per week (7am-7pm)
- Add the position of Director of Fire Services. Remove the Fire Services Coordinator position.

2030

Fire Services Department

- Evaluate need for full-time firefighters

2031

Fire Services Department

- Evaluate need for full-time firefighters

Mr. Cox inquired about whether the position of Director of Fire Services would be similar to a working Chief. Kyle confirmed it likely would be.

Mr. Seckinger explained that the hiring of additional firefighters would require the use of significant fund balance and may necessitate an increase in the assessed tax millage for fire and emergency services. The following data was provided, showing decreased response times since the Township's employment of part-time firefighters over the past year:

Apparatus	June 2026	June 2025
R66	3m:43sec	6m:37sec
TW66	2m45sec	7m:48sec
T66	No Runs	5m:23sec

The Board requested further discussion and data regarding fire services needs.

Motion by Mr. Riotto to adopt the 5 Year Plan, conditioned upon further ongoing evaluation and discussion of fire services needs over the next two (2) years.
Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→4. *Work Policy #Admin-04: Refund Transaction – To Consider Approval*

Mr. Seckinger presented the proposed amendments to the policy regarding camp refund procedures. Mr. Sharapan explained that participants have increasingly been registering for multiple weeks of camp with the understanding that refunds are available if they later choose to withdraw. As a result, individuals on the waitlist are often unable to secure a spot and subsequently enroll in other programs before vacancies become available. Mr. Sharapan stated that the proposed amendments are intended to provide the Parks and Recreation Department with additional time to fill vacant camp registrations and to discourage participants from reserving multiple camp weeks without a firm commitment, thereby improving opportunities for waitlisted participants to enroll.

Motion by Mr. Riotto to approve Work Policy #Admin-04: Refund Transaction.
Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

→5. *2026-2027 Bucks County Consortium Fuel Bid – To Consider Award*

Mr. Seckinger presented the results of the 2026-2027 Bucks County Consortium Fuel Bid. He recommended award to the lowest bidder for the 5,999 gallons or less category for both the Ultra Low Sulfur Diesel Fuel and the Unleaded Regular Gasoline, Riggins, Inc.

Motion by Mr. Riotto to award the 2026-2027 Bucks County Consortium Fuel Bid to Riggins, Inc. for 5,999 or less gallons of both gasoline and ultra-low sulfur diesel fuel.
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: June 2026*

For the month of June 2026, revenues outpaced expenditures by $84,625

Real Estate Transfers posted $66,033 and Building Permits posted $25,896. Earned Income Tax posted $377,710 and Local Service Tax posted $3,175.

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

General Fund	$	16,458,857
Firehouse and Equipment	$	676,218
Road Machinery	$	278,524
Capital Projects Fund	$	788,404
Highway Aid Fund	$	455,289
Parks and Recreation	$	924,965
Parks and Recreation Capital Fund	$	613,739
Capital Reserve	$	91,848
Total	$	20,287,844

Motion by Mr. Riotto to approve the Treasurer's Report for June 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 7-6-2026 & 7-20-2026*

Ms. Marencik requested approval of the bill payments for July 6th, totaling $682,539.80 and July 20th, totaling 259,894.96, subject to audit. She noted that the July 6th bill payments include checks for $389,644 and $52,920 for the 2026 road program.

Motion by Mr. Riotto to approve the Bill Payments for July 6th and July 20th, 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.

- **CHIEF OF POLICE'S REPORT:**

Chief Jon Oborn provided an overview of the Police Department's activities, achievements, and changes for the first quarter of 2026. He thanked Lieutenant Aaron Richwine, Sergeant William Leahy, Sergeant Joseph Guarente, and Detective Sergeant Wade Ditommaso for their hard work and dedication to the department.

- **SOLICITOR'S REPORT:**

→*1. ORD 2026-03: Amendment to the Zoning Ordinance – To Consider Adoption*

Mr. Martin presented ORD 2026-03: Amendment to the Zoning Ordinance for adoption. He explained that the amendment establishes definitions and specific regulatory requirements for data centers and data center accessory uses, introduces additional definitions, clarifies regulations for temporary signs, updates provisions related to home craft and home occupation uses, clarifies buffer yard and accessory structure requirements, and removes obsolete references from the ordinance.

Motion by Mr. Riotto to adopt ORD 2026-03: Amendment to the Zoning Ordinance.
Second to motion by Ms. Taber. Chair Cox invited comment or discussion. There being none, the vote was called.
Motion passed unanimously.

- **ENGINEER'S REPORT:**

→*1. 2026 Sidewalk Program – To Consider Award*

Ms. Fountain recommended award of the 2026 Sidewalk Program to the low bidder, A.H. Cornell and Son in the amount of $147,912.05.

Motion by Mr. Riotto to award the 2026 Sidewalk Program to A.H. Cornell and Son in the amount of $147,912.05.
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:**

Mr. Robert Mott of Highwood Drive asked for assistance regarding a deck permit for his property. Mr. Seckinger said he would reach out to him this week.

■ **ADJOURNMENT:**

The July 20, 2026, Warwick Township Board of Supervisors' public meeting was adjourned at 9:00 p.m.

Respectfully submitted,

These minutes were approved at the
Board of Supervisors' meeting held 8/17/26

Kyle W. Seckinger, MPA
Township Manager