



WARRINGTON TOWNSHIP BOARD OF SUPERVISORS MINUTES FOR MARCH 26, 2013

The regular meeting of the Warrington Township Board of Supervisors was held on March 26, 2013, 7:30 p.m., at the Township Building located at 852 Easton Road, Warrington, PA 18976. The members present were as follows:

ATTENDANCE:

Gerald Anderson, Chairperson; John Paul, Vice Chairperson; Marianne Achenbach, Secretary/Treasurer; and Matthew W. Hallowell, Sr., members. Staff present were Timothy J. Tieperman, Township Manager; William R. Casey, Esq., Township Solicitor; Thomas A. Gockowski, Township Engineer; Barbara Livrone, Executive Assistant to the Township Manager; and Barry Lubber, Chief Financial Officer. Shirley A. Yannich was out of town attending a funeral.

MOMENT OF SILENCE

Mr. Anderson asked for a moment of silence.

PLEDGE OF ALLEGIANCE

The meeting opened with a pledge to the flag.

EXECUTIVE SESSION REPORT

Mr. Anderson said there was no executive session report.

APPROVAL OF BILL LIST:

1. **March 12, 2013 – March 26, 2013** **\$616,313.28**

Mrs. Achenbach motioned, seconded by Mr. Paul, to approve the bill list from 03/12/13 to 03/26/13 totaling \$616,313.28. This motion passed by a roll call vote of 4-0.

APPROVAL OF MINUTES:

2. **February 26, 2013**

Mr. Paul motioned, seconded by Mrs. Achenbach, to approve the February 26, 2013 Meeting Minutes. The motion passed unanimously.

3. **March 5, 2013 Work Session**

Mr. Paul motioned, seconded by Mrs. Achenbach, to approve the March 5, 2013 Meeting Minutes. Mr. Hallowell was not present March 5th, and abstained. The motion passed unanimously.

MINUTES FOR POSTING:**4. March 12, 2013**

Mr. Paul motioned, seconded by Mrs. Achenbach, to approve the posting of the March 12, 2013 Meeting Minutes. The motion passed unanimously.

PUBLIC COMMENT:

There was no public comment.

PUBLIC HEARING:**5. Consideration of Proposed Ordinance Authorizing the Incurrence of Non-Electoral and Electoral Debt for open space and the refinancing of the 2008 bonds.**

Warren White, First American Municipals and Megan Santana, bond counsel from Fox Rothschild came back for a second meeting to discuss further the funding of the open space bond and refinancing the 2008 bonds. The monies allocated will retire the debt and will be restructured to eliminate the balloon payment. The savings will be used to reduce the debt service in 2025. Mr. Paul motioned, seconded by Mrs. Achenbach to approve Ordinance 2013-O-05 authorizing the incurrence of non-electoral and electoral debt for open space and the refinancing of the 2008 bonds. The motion passed unanimously.

OLD BUSINESS:**6. Board and Committee Appointments**

The Board held two interviews prior to the meeting for the Zoning Hearing Board. The Board decided to postpone their appointment decision to a later date.

7. Review draft lease for 10 Folly Road Schoolhouse

Mr. Paul motioned, seconded by Mrs. Achenbach, to sign the lease with a One Million Dollar Insurance coverage subject to final review by the Solicitor. The Historic Society was represented by Mary Roth and Carol Lee Vosteen. It was agreed by all parties the Historic Society will be responsible for ground maintenance. If the property is ever sold by public bid, the new owner is subject to the lease. The motion passed unanimously. (*see Attachment A*)

NEW BUSINESS (ACTION/DISCUSSION ITEMS):**8. Review and disposition of 2013 Lawn Bid.**

Five (5) bids were received on March 20th. Based on the unit prices contained in the bid and favorable references received, Staff recommended awarding the bid to M.A. Landscapes & Lawn Care in the amount of \$94,716.00. The Supervisors recommended that the company be checked for any disbarment including E-Verify compliance. Additionally, the 202 Parkway trailheads and maintenance issues will be addressed at the April 5th Penn DOT post 202 Parkway opening meeting. Mr. Anderson motioned awarding the 2013 lawn bid to the lowest bidder, M.A. Landscapes & Lawn Care with the caveat that there are no disbarments. Mr. Paul seconded the motion. The motion passed unanimously.

9. **Consider modifications to 2013 roster fee schedule as requested by Warrington athletic associations.**

Mr. Paul met with the decision makers of the Warrington athletic associations and requested a report with calculations to be presented to the supervisors at a future meeting. A motion was made by Mr. Anderson, seconded by Mr. Paul to table modifications to the 2013 roster fee schedule until the next meeting. The motion passed unanimously.

10. **Consider recommendation to use open space bond monies to construct trail as part of the Water/Sewer Warrington Glen Interceptor Project.**

Currently under construction for the Warrington Glen interceptor is an easement from the Bradford Dam Trail to Street Road. A suggestion was made to construct a trail connection and use open space funds. Eric Thompson, 291 Folly Road, inquired about water and sewer lines being installed. Water and Sewer Manager, Mr. Achenbach responded a line is being installed from Warrington Glen to Bradford Greene Pump Station. Mr. Anderson questioned the township engineer about potential maintenance issues, i.e., flooding and estimated costs. Mr. Paul made a motion, seconded by Mr. Hallowell to authorize the township engineer to further study proposal and report his findings at the next meeting. The motion was passed unanimously.

11. **Authorize advertisement for revision to Chapter 27 (Zoning) to address assisted living and personal care homes.**

The proposed amendment to the Zoning Ordinance revises the definition of Assisted Living Facility and adds a definition for Personal Care Facility. This revision to Chapter 27 addresses a vacant lot approved next to the McNaney parcel at the corner of Folly Road. Mr. Paul motioned, seconded by Mr. Hallowell, to authorize advertisement for an amendment to Chapter 27 (Zoning) Parts 2 and 9B regarding assisted living facilities and personal care facilities. This motion passed unanimously.

12. **Consider Staff recommendation to change payroll providers.**

A financial comparison of three payroll companies of fees and services were provided by staff. A recommendation was made to enter into a service agreement with Paychek for the unit prices indicated in their proposal. Mrs. Achenbach motioned, seconded by Mr. Paul, to change the township's payroll provider from ADP to Paychek. This motion passed unanimously. (*see Attachment B*)

13. **MANAGER'S REPORT:**

a. **Concurrence on Consortium Road Materials Bid**

Mr. Paul motioned, seconded by Mr. Hallowell, to award the 2013-2014 Road Materials Bid to Eureka Stone Quarry and Haines and Kibblehouse, Inc. The motion passed unanimously.

b. **Leasing of Turk Road Property**

The former water and sewer administration building located at 1585 Turk Road has been vacant since October 2010 and incurring costs. Three (3) non-profit agencies have expressed an interest to the township in renting this building. The Board approved to sign a lease conditional upon the successful tenant obtaining approval from the township's zoning hearing board.

c. **DCNR Grant Resolution**

Township staff is preparing an application through DCNR to pursue a planning grant to conduct a feasibility study for a Route 202 to Bradford Dam Trail Connector. This will bolster trails on a more regional basis and allow pedestrian access to Bradford Dam from Doylestown and Montgomery Townships. It will also provide a means of pedestrian access from the western end of the township. Mr. Paul motioned, seconded by Mrs. Achenbach, to pursue the DCNR grant. Resolution No. 2013-R-16 and the motion were passed unanimously. (*see Attachment C*)

d. **VAC Recommendation**

The Veteran Affairs Committee is promoting its ongoing campaign initiative to raise funds for the engraving of Veterans names on the Memorial Wall at Igoe Porter Wellings Memorial Field. The overall plan is for the committee to take these bricks on the road to various activity venues such as Warrington Day and other special events. The Board of Supervisors unanimously approved the Veteran Affairs Committee to pursue this campaign.

14. **CHAIRMAN'S REPORT:**

a. **Emergency Services Banquet**

Mr. Anderson motioned, seconded by Mr. Paul, to split the cost of the banquet with the Fire Company and Ambulance Corps not to exceed Five Thousand Dollars (\$5,000). The motion passed unanimously.

b. **Future Work Session Date(s) and Topic(s)**

Mr. Anderson stated dates and topics for future work sessions will be reported at the April 9th meeting.

c. **Agendas (Paperless)**

Mr. Anderson stated the agendas are posted to the township's website and suggested for the residents to print out a copy or bring their i pads with them to the meetings in an effort for the township to go "green".

d. **Bike and Hike Sign Request**

The Bike and Hike Committee is proposing to add trail signs to the Lower Nike trail area advertising sponsors for "Adopt a Trail" program. It was agreed by the Board for the Bike and Hike Committee to submit a rendering of the trail sign to be discussed at a future meeting.

15. **ENGINEER'S REPORT:**

a. **Core Study Estimate**

The township engineer addressed a proposed core study on Pickertown Road between Bristol and Lower State and Folly Road from Street to County Line Road (4.7 miles). The estimate to do a weight limit analysis of Pickertown Road from Lower State to Bristol Road is approximately \$18,000 to \$20,000. Eric Thompson, 291 Folly Road commented on the road condition.

b. Pedestrian Bridge Project

A bid schedule was presented for the Pedestrian Bridge project. The bid opening is April 30th and the bid will be awarded at the May 14th Board of Supervisors meeting.

c. Pickertown/Folly Intersection

Mr. Anderson reported the township doesn't have enough warrants to install a traffic signal at the intersection of Pickertown and Folly Roads. The township and school district both agree that the four-way stop is working satisfactorily. Mr. Anderson directed the township engineer, as an alternative, to work with CBSD officials to focus on this drainage problem because of the associating safety issues.

16. SOLICITOR'S REPORT:**a. Egenolf vs. Warrington Township**

Mr. Casey reported that he has asked for a proposal and has not received a response. Mr. Anderson directed Mr. Casey to send Egenolf's attorney a letter and if there is no response within thirty days, then their request will be removed.

b. Happy Tymes

Mr. Casey reported an appeal has not been received; therefore the tax refund money can be refunded.

c. Lamplighter

Mr. Casey reported the clubhouse has not been resolved. Mr. Casey is proceeding with the dedication of the water and sewer lines.

Mr. Casey is working on the developer's agreement and escrow account with Meridian.

17. ESCROW AND MAINTENANCE BOND RELEASES: None**18. EXTENSION REQUESTS: None****19. DEDICATION REQUESTS: None****SUPERVISOR COMMENTS:**

Mr. Paul said the house on Phillips has still not been demolished. All the utilities have to be turned off before demolition can take place. PECO is scheduled to turn off the electricity and demolition is scheduled for March 29th. Mr. Anderson requested proof that all utilities have been turned off and that PECO was contacted. Mr. Anderson motioned, seconded by Mrs. Achenbach to proceed with the paperwork to start the demolition. The motion passed unanimously.

Mr. Paul inquired about the status of the Malcolm property and Mr. Casey said the lawsuit pleadings will be filed by March 29th.

The Sorrel Road sanitary sewer rehabilitation project is scheduled to start March 29, 2013.

ADJOURNMENT

Mr. Paul motioned, seconded by Mrs. Achenbach, to adjourn the meeting at 9:20 p.m. The motion passed unanimously.

Edited and Reviewed By:



Timothy J. Tieperman, Township Manager

ATTACHMENT “A”

LEASE AGREEMENT

Warrington Township and Warrington Township Historical Society

THIS AGREEMENT WITNESSETH, THAT TOWNSHIP OF WARRINGTON, a Political Subdivision of the Commonwealth of Pennsylvania, 852 Easton Road, Warrington, Pennsylvania (hereinafter call the Township), doth hereby let unto the **WARRINGTON TOWNSHIP HISTORICAL SOCIETY**, a 501(c)(3) organization as designated by the Internal Revenue Service, PO Box 706, Warrington, Pennsylvania 18976 (hereinafter called the Society),

ALL THAT CERTAIN tract of real property located in Warrington Township consisting of tax parcel No. 50-010-001 as described in the listing attached hereto and incorporated herein by reference as Exhibit "A" for a term of twenty-five (25) years from April 1, 2013, yielding and paying therefore unto the Township the rental of one (\$1.00) dollar, payable in one (1) payment of One (\$1.00) Dollar in advance, at the Township Administration Building, Warrington, Pennsylvania.

AND it is hereby covenanted between the Township and the Society as follows:

1. The Society agrees to restore the lease premises, into a living schoolhouse museum and Society meeting headquarters available without discrimination to all Township residents, students and visitors alike. Development plans for the leased premises are subject to review and approval by the Township, which approval shall not be unreasonably withheld.
2. In accordance with the conceptual restoration plan for the rehabilitation project, which the Township has approved, the Society agrees to restore 10 Folly Road in a manner respectful of the property's heritage. A copy of the restoration plan is attached hereto, incorporated herein by reference as Exhibit "B".
3. The Society shall keep the demised premises in good condition during the continuance of this lease and at the termination of this lease deliver up the said premises to the Township in as good order. Any improvement or additions made by the Society shall not be detached from the property but shall remain for the benefit of all residents and visitors.
4. In the sole and complete discretion of the Society, this Lease may be extended for an additional twenty-five (25) year period at the expiration of the first term and may be extended for an additional twenty-five (25) year terms in perpetuity unless said extension are considered a violation of Shelly's Rule in which event this Lease shall terminate at the expiration of ninety-nine (99) years.
5. It shall be a further condition of the agreement that Society shall maintain insurance coverage in the amount of at least One Million Dollars (1,000,000.00), which said insurance shall name the Township of Warrington as additional insured which said certificate of insurance shall be delivered to the Township upon request.

6. It is further understood and agreed should any part of this land be needed by the Township for any governmental purpose whatsoever, the Lease may be terminated, but only that land needed for governmental purposes, upon one (1) year's notice to the Society.
7. It is further understood and agreed that, on the lease premises, is located the "William Penn Oak" which shall be protected during the leasehold period and maintained by the Township.
8. The Society shall give access to the leased premises, at reasonable hours, to the Township, its agents for any reasonable and lawful purpose. Township will give Society at least 24-hour notice of intention to enter or come on, the date and approximate time at which Township will arrive, and the reason Township wants access except in emergency. When access has been made by the Township or its business invitee in an emergency and the Society is not present, the Township will notify the Society within twenty-four (24) hours that it has occurred, who entered, for what purposes and at what time.
9. The Society and the Township will cooperate on later decisions regarding the electricity hookup, water hookup, sewer, hookup, gas hookup, well capping, septic tank filling, oil tank removal, furnace removal and any other issue that may arise.
10. Upon completion of restoration and opening to the public, the Society will assume sole responsibility for all utility costs. The Society shall be permitted, with Township approval, to charge a reasonable admittance fee to members of the visiting public.
11. The parties warrant and represent that this Lease has been executed by the authorized officers of the parties and was approved at a properly advertised meeting.
12. This Agreement constitutes the entire Agreement between the parties and cannot be assigned or amended except in writing signed by the parties.

Witness:

Warrington Historical Society

Date: _____

By: _____

Attest:

Township of Warrington

Marianne Achenbach, Secretary

By: _____
Gerald B. Anderson, Chairman

EXHIBIT "A"

LEGAL DESCRIPTION FOR TAX PARCEL # 50-010-001

ALL THAT CERTAIN lot or piece of ground with the buildings and improvements thereon erected situate in the township of Warrington, described as follows:

BEGINNING at a corner of Lewis Thompsons land (now Andrew Blichasz land) in the middle of County Line Road between Bucks and Montgomery Counties and extending thence along said road and by land of Henry Hamilton (now Charles Hamilton) North $47\frac{3}{4}$ degrees West 16 perches to a corner of Henry McKinstry's land (now Daniel Baird Estate) thence by the same North $40\frac{1}{2}$ degrees East 10 perches to a corner and South $47\frac{3}{4}$ degrees East 16 perches to a corner in a line of said Lewis Thompson's land (now Andrew Blichasz land) and thence by the same South $40\frac{1}{2}$ degrees West 10 perches to the place of beginning.

CONTAINING one acre.

COUNTY PARCEL NUMBER 50-010-001.

Exhibit "B"

County Line School House Restoration Plan

All figures stated below can be offset by donations and work completed by volunteers.

PHASE I — MAIN STRUCTURE - (9.4 to 12 months from-start) (\$20,500.00)

- Locate and install 15 roof joists. (\$7,500.00)
- Repair if needed, any damaged to roof structure from fire. (\$3,000.00)
- Remove second floor windows and fill openings with area rock and mortar. (\$7,500.00)
- Remove first floor windows (kitchen & bathroom) and fill openings with area rock and mortar. (\$2,500.00)

PHASE II - EXTERIOR SHELL - () (\$19,500.00)

- Remove chimney located in back northwest corner. (\$2,500.00)
- Remove second floor and all interior walls. (\$5,000.00)
- Repair and repaint metal roof red. (\$5,000.00)
- Install proper gutters. (\$2,000.00)
- Construct and install proper belfry. (\$5,000.00)

PHASE III — INTERIOR - () (\$18,000.00)

- Locate and install historic and proper six (count) 6 light over 6 light double hung windows. (\$10,000.00)
- Locate and install historic and proper front and back doors. (\$2,000.00)
- Locate and install historic and proper flooring materials. (\$5,000.00)
- Repair porch covering as needed. (\$1,000.00)

PHASE IV — BEATIFICATION - () (\$27,000.00)

- Restore plaster to entire interior. (\$10,000.00)
- Paint interior walls / trim. (\$3,500.00)
- Restore white pebble dashed stucco to entire exterior. (\$10,000.00)
- ~~Paint exterior walls / trim. (\$3,500.00) TOTAL ABOVE \$85,000.00~~

PHASE V (TBD)

- Locate and install historic and proper school bell.
- Construct and install teacher's elevated platform at front of classroom.
- Construct and install partition and cloak cubbies that divides front door from class room.
- Locate and install historic and proper stove for center of class room.
- Locate and install historic and proper desks, chalk boards, teaching material...

PHASE VI (TBD)

- Bathroom/ Kitchenette addition to back of structure.

ATTACHMENT “B”

Proposal

PRICING

Warrington Township
852 Easton Rd.
Warrington, PA 18976

Proposal date 02/25/2013
Valid until 04/26/2013
Pay frequency 52
Employees 65

Barry Lubert, CFO

Lauren Raus
MMS Sales
lraus@Paychex.com
610.212.4272

Notations:

Totals displayed do not include sales tax where applicable.
Prices are subject to change with advance notice.

Please initial to indicate your understanding and agreement with this proposal: _____

PER PAY PERIOD CHARGES	Minimum	Base	Units	Rate/Unit	Total	Discount	Net total
Standard Payroll Bundle		\$ 111.00			\$ 300.05	30%	\$ 210.04
Includes:							
Payroll processing per check	1 to 50		50	\$ 3.04			
	51 to 75		15	\$ 2.47			
	76 +		0	\$ 2.47			
Taxpay Service	Direct Deposit						
SUI Support	Check Insertion						
Benefit Accrual	Check Signing						
Report Writer/Report Library	Readychex/Reconciliation						
General Ledger	Preview Hosting						
New Hire Reporting				\$ 3.50	\$ -		\$ -
Garnishment Payments				\$ 2.25	\$ -		\$ -
Payroll Delivery			1	\$ 8.50	\$ 8.50		\$ 8.50
Human Resources Online (all employees)		\$ 5.00	65	\$ 0.59	\$ 43.35	10%	\$ 39.02
Per pay period total					\$ 351.90		\$ 257.55

MONTHLY CHARGES	Minimum	Base	Units	Rate/Unit	Total	Discount	Net total
Monthly total					\$ -		\$ -

ANNUAL CHARGES	Minimum	Base	Units	Rate/Unit	Total	Discount	Net total
Quarter/Year End Report Delivery			4	\$ 10.00	\$ 40.00		\$ 40.00
W-2 Delivery			1	\$ 10.00	\$ 10.00		\$ 10.00
Forms W-2 or 1099	\$ 60.00		65	\$ 5.75	\$ 433.75		\$ 433.75
Annual total					\$ 483.75		\$ 483.75

ONE-TIME CHARGES	Minimum	Base	Units	Rate/Unit	Total	Discount	Net total
Implementation							
Implementation, Customization & Training					\$ 450.00		\$ 450.00
One-time total					\$ 450.00		\$ 450.00
Annualized charge					\$ 18,782.55		\$ 13,876.35

PAYCHEX

ATTACHMENT “C”

DCNR-2013-C2P2-16

Application Information (* Indicates required information)

Applicant Legal Name:* Warrington Township

Web Application ID:* 1006673

Project Title:* Route 202 to Bradford Dam Trail Connector Feasibility Study

WHEREAS, Warrington Township

("Applicant") desires to undertake the following project

Route 202 to Bradford Dam Trail Connector Feasibility Study; and
(Project Title)

WHEREAS, the applicant desires to receive from the Department of Conservation and Natural Resources ("Department") a grant for the purpose of carrying out this project; and

WHEREAS, the application package includes a document entitled "Terms and Conditions of Grant" and a document entitled "Grant Agreement Signature Page"; and

WHEREAS, the applicant understands that the contents of the document entitled "Terms and Conditions of Grant," including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the applicant and the Department if the applicant is awarded a grant; and

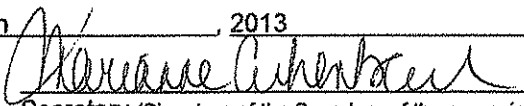
NOW THEREFORE, it is resolved that:

1. The "Grant Agreement Signature Page" may be signed on behalf of the applicant by the Official who, at the time of signing, has **TITLE** of Township Manager.
2. If this Official signed the "Grant Agreement Signature Page" prior to the passage of this Resolution, this grant of authority applies retroactively to the date of signing.
3. If the applicant is awarded a grant, the "Grant Agreement Signature Page", signed by the above Official, will become the applicant/grantee's **executed** signature page for the Grant Agreement, and the applicant/grantee will be bound by the Grant Agreement.
4. Any amendment to the Grant Agreement may be signed on behalf of the grantee by the Official who, at the time of signing of the amendment, has the **TITLE** specified in paragraph 1 and the grantee will be bound by the amendment.

I hereby certify that this Resolution was adopted by the

Warrington Township Board of Supervisors

(Identify the governing body of the applicant, e.g. city council, borough council, board of supervisors, board of directors)

of the applicant this 26th day of March, 2013
Secretary (Signature of the Secretary of the governing body)

DCNR USE ONLY

Project Number: _____

