



**WARRINGTON BOARD OF SUPERVISORS
MINUTES FOR JANUARY 26, 2016
INTERVIEWS FOR SUPERVISOR @ 6:00 P.M.
REGULAR MEETING @ 7:30 P.M.**

ATTENDANCE

Shirley A. Yannich, Chair; Carol T. Baker, Vice Chair, Matthew H. Hallowell, Member and Millie A. Seliga, Member. Staff present was Barry P. Lubber, Interim Township Manager/CFO/Board Treasurer; Terry W. Clemons, Esq., Township Solicitor, Thomas Zarko, P.E., CKS Engineers, Township Engineer (not present during supervisor candidate interviews) and Barbara Livrone, Executive Assistant to the Township Manager/Board Secretary.

CALL TO ORDER: At 6:00 P.M., Ms. Yannich announced interviews for supervisor were going to take place followed by the regular scheduled meeting of the Board of Supervisors. During the public meeting of the interviews, the public can attend but cannot participate during the interview process.

PUBLIC INTERVIEWS FOR POSITION OF TOWNSHIP SUPERVISOR

Starting at 6:00 P.M. and scheduled every fifteen minutes, five (5) candidates for supervisor were interviewed by the Board of Supervisors. The five candidates seeking the position of supervisor were:

- Fred R. Gaines (200 Beech Boulevard – Unit 202)
- Michael Lamond (829 Philadelphia Avenue)
- Michael McGeehan (1099 Lincoln Court)
- Frank L. Shelly (1460 Easton Road)
- Anthony F. Visco, Jr., Esquire (3468 Limekiln Pike)

Each candidate was asked to give their qualifications and education. Ms. Yannich stated these interviews were advertised and a decision will be made at the regular Board meeting starting at 7:30 P.M., before the approval of the Bill List.

There being no public comment, the interview session closed at 7:26 P.M.

PLEDGE OF ALLEGIANCE

Ms. Yannich opened the meeting with a pledge to the flag.

EXECUTIVE SESSION REPORT: Ms. Yannich stated the Board did not hold an executive session.

SPECIAL RECOGNITION PRESENTATION CHAPMAN FORD, CHRYSLER, JEEP, DODGE, & RAM OF HORSHAM, PA: Mr. Hallowell presented a plaque to Chris Harkins, Business Development Manager of Chapman Ford, Chrysler, Jeep, Dodge & Ram of Horsham, PA and thanked him for being a Gold sponsor of the Township's 2015 Warrington Community Day event.

SWEARING IN OF FIREFIGHTERS (*District Judge Jean Seaman*)

The following firefighters from Warrington Fire Company No. 1 were sworn into office by District Judge Jean Seaman:

- Michael Bean, Chief 29

- Joseph Fuchs, Deputy 29
- Tim Campbell, Battalion 78
- Eric Woodring, Captain 29
- Paul Martin, Captain 29-1
- Dave Hedrick, Captain 78
- Dave Porco, Lieutenant 29
- Corey Mathews, Engine Lieutenant 78
- Luke Kirchner, Rescue Lieutenant 78
- Scott Martin, Safety 29
- Gary Butterworth, Chief Engineer

SWEARING IN OF TOWNSHIP SOLICITOR AND ENGINEER

Ms. Yannich announced in accordance with the Second Class Township Code, the Solicitor and Engineer are required to take the Oath of Office. District Judge Jean Seaman administered the Oath of Office to Terry W. Clemons, Esquire, Township Solicitor and to Thomas F. Zarko, P.E., Township Engineer.

APPROVAL AND APPOINTMENT OF TOWNSHIP SUPERVISOR

Ms. Yannich asked for a motion to appoint a township supervisor. Ms. Baker motioned, seconded by Mr. Hollowell to appoint Mike Lamond as supervisor. Being no discussion, a roll call vote was taken. There was one yes and three no's. The motion did not carry. Mr. Hollowell misheard Mike Lamond for Mike McGeehan. Ms. Yannich asked for a second motion. Ms. Seliga motioned, seconded by Ms. Baker to appoint Fred R. Gaines as township supervisor. Being no discussion, a roll call vote was taken. There were three yes' and one no. The motion carried to appoint Fred R. Gaines as township supervisor.

Ms. Yannich announced after Mr. Gaines submits a statement of financial interest, he will be sworn in at the next meeting.

APPROVAL OF BILL LIST: Ms. Yannich announced if anyone wanted to view the detail list of the bill list to contact Barry Luber. A summary sheet listing the expenditures of each fund being paid is attached to the agenda at each meeting.

1. January 12, 2016 – January 26, 2016 (Paid Invoices for 2015): \$561,509.87

Ms. Seliga motioned, seconded by Ms. Baker to approve the bill list from January 12, 2016 through January 26, 2016 (Paid Invoices for 2015) totaling \$561,509.87. By roll call vote, the motion passed 4-0.

2. January 12, 2016 – January 26, 2016 (Paid Invoices for 2016): \$478,612.04

Ms. Baker motioned, seconded by Mr. Hollowell to approve the bill list from January 12, 2016 through January 26, 2016 (Paid Invoices for 2016) totaling \$478,612.04. By roll call vote, the motion passed 4-0.

APPROVAL OF MINUTES:

3. December 22, 2015

Ms. Yannich stated that she and Mr. Hollowell were the only members of the Board at the December 22, 2015 meeting. Ms. Yannich asked if there were any corrections to the minutes. With no corrections the minutes stand as written. A motion was not required. Ms. Yannich further stated that under Roberts Rules, minutes do not need a motion.

4. January 4, 2016

Ms. Seliga noted some corrections to the minutes. Ms. Yannich stated the minutes will stand as corrected. All four Board members were present.

MINUTES FOR POSTING:**5. January 12, 2016**

Ms. Yannich stated that all Board members were present. Ms. Yannich asked if there were any corrections to the minutes. With no corrections to the January 12, 2016 minutes, the minutes can be posted as received. A motion was not required.

PUBLIC COMMENT (*The Board will hear from any interested resident or taxpayer who would like to comment on an item not on this evening's agenda. Respondents are asked to keep their comments to 3 minutes.*)

The following individuals spoke under public comment:

- Mike Starner (3429 County Line Road) requested a meeting with the township and PennDOT to obtain assistance for the fifty mature trees that were cut down in front of his property. Also, Montgomery Township side received barriers and the Warrington Township side did not. Mr. Starner presented the Board with an overview map of the area. Ms. Yannich directed Mr. Starner's concerns to the township engineer. Mr. Zarko said that he would discuss these concerns with PennDOT's project manager. Ms. Yannich also noted that the Ordinance will be researched if trees cut down by PennDOT can be replaced.
- Mike McGeehan (1099 Lincoln Court) thanked the township's public works and contractors for plowing during the blizzard. However, there are large piles of snow at corner streets causing poor visibility. Also, children are sledding down these piles into the street. Ms. Yannich said this is a safety issue and needs to be addressed. Mr. Lubber reported the plows are first opening up the roads and are now going to the intersections and removing the large piles of snow with backhoes.
- Dagmar Rose (3172 Street Road) stated the new pig farm next to Lower Nike Park is too close to the road. It is causing a dangerous situation with people with strollers walking along Folly Road.

Ms. Yannich said that agricultural activity is permitted under zoning at the Illg farm. However, there may be setback requirements.

Mr. Clemons stated the pig farm must be one hundred feet from the property line.

Ms. Yannich asked Mr. Lubber to check the distance from the road to the location of the pigs. The Zoning Ordinance would decide on the setbacks.

- Paul Borgeson (8 Woodlawn Avenue) agreed with Mr. Starner and requested sound barriers along County Line Road to help with the noise.

He also stated that he would like Woodlawn Avenue to be a one way street.

Lastly, to keep the western end of the township three acre lots.

- Mike Kelly (3467 County Line Rd) concurs with his neighbors on County Line Road.

PUBLIC HEARING: None

OLD BUSINESS (ACTION/DISCUSSION ITEMS):**6. Consider Resolution to appoint Kevin Lawlor as a member of the Zoning Hearing Board.**

A motion was made by Ms. Baker, seconded by Ms. Seliga to appoint, by Resolution, Kevin Lawlor to the Zoning Hearing Board. This term expires December 31, 2019. The motion was unanimously passed 4-0.

7. Discussion of Ordinance for Bike and Hike Trails Committee.

Gerry Sapers stated this committee has been meeting since 2002. He addressed some additions to the Ordinance and requested that they be included. Mr. Clemons noted the Ordinance will reflect staggered five year terms; comprise of seven residents from the township and some of the duties of the committee will be to focus on hiking, bicycling, establish programs and events using the trails and obtain grants.

A motion was made by Ms. Baker, seconded by Ms. Seliga to advertise the Ordinance establishing the Bike and Hike Trails Committee. The motion was unanimously passed 4-0.

NEW BUSINESS (ACTION/DISCUSSION ITEMS):**8. Consider authorization to advertise 2016 Lawn Maintenance Bid.**

Mr. Luber reported the contract period for the 2014 Lawn Maintenance Bid, which was extended, has now expired. A new bid package includes 17 additional sites for the Water and Sewer Department. These additional sites were omitted from the last contract but were included two years ago. Ms. Seliga asked what the price difference was from 2015 vs 2014. Mr. Luber stated after the township receives the bids, the price difference will be reflected. This information will be given to the Board.

Ms. Seliga motioned, seconded by Ms. Baker to authorize advertisement of the 2016 Lawn Maintenance Bid. The motion passed unanimously 4-0.

9. Consider authorization to advertise amendment to Ordinance 2013-O-11 to increase number of alternate Environmental Advisory Council members from four to eight.

Ms. Yannich stated the Environmental Advisory Council (EAC) is seeking more active members to help with all the various projects that the EAC completes on behalf of the Township, thus saving taxpayers money. Mr. Clemons noted there is no specific legislation regulating the number of members and alternates to the EAC. A motion was made by Ms. Seliga, seconded by Mr. Hollowell to advertise an amendment to Ordinance 2013-O-11 increasing the number of alternate members from four to eight. The motion passed unanimously 4-0.

10. Consider approval of Resolution for Bucks County Open Space to authorize Township Manager to sign documents.

Ms. Yannich explained the funding of the municipal open space program which is an initiative of the county commissioners that was passed by the voters in 2007 by referendum. The program provides for grants that may be used by the municipality to acquire land to protect natural areas, preserve agriculture or provide park areas. A motion was made by Mr. Hollowell, seconded by Ms. Seliga to authorize Mr. Barry P. Luber, Interim Township Manager to execute and file the appropriate forms with the Bucks County Open Space Board. The motion passed unanimously 4-0.

11. Consider approval of Resolution appointing Lt. Robert Meditz as Deputy Emergency Management Coordinator.

The Emergency Management Services Code provides for the establishment of local organizations to prepare and impellent disaster emergency management plans. Lt. Robert Meditz possesses the qualifications to serve as the Township's Deputy Emergency Management Coordinator. A motion was made by Ms. Baker, seconded by Ms. Seliga to appoint Lt. Robert Meditz as Deputy Emergency Management Coordinator. The motion passed unanimously 4-0.

12. Consider approval of Resolution appointment Lee Greenberg as Township Emergency Management Coordinator.

Mr. Clemons stated a letter of recommendation from Governor Tom Corbett dated August 1, 2011 appointed Lee Greenberg as Township Emergency Management Coordinator. Mr. Greenberg will continue in this capacity until someone else is appointed, therefore, no action is required. Mr. Luber noted there is no additional compensation for this position.

13. Consider approval of Ordinance for body-worn cameras for the police department (advertised January 18, 2016).

Mr. Clemons reported under Second Class Township Code, this Ordinance requires publication of one notice published not less than seven days before the meeting. For amendments to Zoning Ordinance and SALDO, the publication must appear twice in two successive weeks with the first notice appearing not more than 30 days and the second notice not less than 7 days prior to the public meeting hearing. The notice to adopt this Ordinance was advertised in the newspaper on January 18, 2016. This Ordinance formally accepts a grant award for body-worn cameras for use by the Warrington Township Police Department. Ms. Seliga motioned, seconded by Mr. Hallowell to approve the Ordinance for body-worn cameras for the police department. The motion passed unanimously 4-0.

14. Consider authorization to advertise Conditional Use Hearing for Warrington Fellowship, 2233 Bristol Road, TPN 50-029-039.

The applicant is requesting a de minimus expansion of the conditional use in order to serve persons with disabilities. The application is to expand the existing building footprint by 213 square feet to install ADA accessible bathrooms in the building. In order to consider the application, a hearing is requested to be held on February 23, 2016. The hearing will be advertised two times, notices will be mailed to neighboring properties and the property will be posted all in accordance with the Municipalities Planning Code. Mr. Hallowell motioned, seconded by Ms. Baker to advertise the conditional use hearing for the Warrington Fellowship Church. The motion passed unanimously 4-0.

15. Discuss Liaisons for Police, Emergency Services and Public Works Departments.

Ms. Yannich stated each supervisor should have a role as a liaison for each of the departments and attend their staff meetings. Mr. Luber mentioned that each supervisor would act as a sounding board relating to policies and bring back direction to the Board. Ms. Yannich motioned, seconded by Ms. Seliga to appoint Ms. Seliga as liaison to the Police Department; Ms. Baker as liaison to the EMS Department and Mr. Hallowell as liaison to the Public Works Department. The motion passed unanimously 4-0.

16. Discussion for applications for volunteers

Ms. Baker motioned, seconded by Ms. Seliga to appoint Joe Balent to the Planning Commission. Mr. Balent's term will expire 12.31.16. The motion passed unanimously 4-0.

After the advertisement of the Environmental Advisory Council Ordinance to add alternates, the following two volunteers will be brought back to the Board for appointment at a future meeting: Robyn Weisser and Marianne Lane Noreika.

Ms. Seliga motioned, seconded by Ms. Baker to appoint Sharon Kaszan to the Open Space and Land Preservation Task Force. Ms. Kaszan is also serving on the Bike and Hike Trails Committee. Ms. Kaszan's term is one year term that will expire on 12.31.16. The motion passed unanimously 4-0.

17. Discuss Board of Supervisor article for the Link

Ms. Yannich reported that prior articles appearing in the Link have been written by the Chair. She suggested that each board member take a role and have a voice in the newsletter by taking turns and submitting an article representing the Board of Supervisors. Ms. Yannich will write the first article which will appear in the Spring Link. No action needs to be taken.

18. Status of Planning Commission Questionnaire

Ms. Yannich stated the Planning Commission wishes to send out to each resident a questionnaire assisting the Planning Commission in the preparation of the Township's Comprehensive Plan. Mr. Clemons motioned the use of the Comprehensive Plan is to implement zoning amendments and other documents. The Comprehensive Plan is a tool creating a vision for the township's future growth. Resident and member of the Communications Advisory Board, Mike Starner (3429 County Line Road) suggested sending the questionnaire out electronically. Ms. Seliga motioned, seconded by Ms. Baker to include the questionnaire in the Link with a return envelope without postage. The motion passed unanimously 4-0.

19. Consideration of outsourcing the update of the Comprehensive Plan

Mr. Clemons stated the Comprehensive Plan was updated in 2006 by the Bucks County Planning Commission. There are two options available for updating this plan. The Municipalities Planning Code provides for selecting the Bucks County Planning Commission (BCPC) to be the lead in preparing the Comprehensive Plan. They will work with the township's Planning Commission and hold public meetings. The second option would be to send out a public notice seeking other firms to submit proposals.

Public Comment:

Fred Gaines (200 Beech Blvd Unit 202) suggested retaining the BCPC and requested to bring the BCPC to present a proposal at a joint workshop of the Planning Commission and Board of Supervisors.

Frank Shelly (1460 Easton Road) requested obtaining an outside consultant.

Mr. Clemons stated the BCPC has a professional staff and has completed many Comprehensive Plans within the County for various municipalities.

A motion was made by Ms. Seliga, seconded by Ms. Baker to ask the BCPC to make a presentation to the Board. The motioned passed unanimously 4-0.

20. Consider Township Solicitor's attendance at Planning Commission meetings

Ms. Yannich stated the fee to pay the solicitor to attend Planning Commission meetings would come from the escrow account of the developer and not from the taxpayer. A Professional Services Agreement will be prepared. Ms. Yannich motioned, seconded by Ms. Baker to have the township solicitor attend planning commission meetings when zoning and land development is being considered. The motion passed unanimously 4-0.

21. MANAGER'S REPORT:**a. Consider Field Maintenance Agreement between Warrington Township and Warrington Warriors Football and Cheerleaders**

Mr. Luber reported that the Park and Recreation Board are working with many Warrington youth sports organizations to create agreements which outline the responsibilities for their use at township parks. Ms. Seliga motioned, seconded by Ms. Baker to approve the field maintenance agreement between Warrington Township and Warrington Warriors Football and Cheerleaders. The motion passed unanimously 4-0.

b. Approval of Management Agreement for Mary Barness Tennis and Swim Club

Mr. Luber recommended approving the agreement with American Pool Management Company in the amount of \$126,227.00. This is a reduction of \$7,123.00 over the 2015 agreement. This reduction is due to fewer days for the 2016 season and closing the pool at 7:00 pm beginning August 15th until the end of the season. Ms. Seliga motioned, seconded by Ms. Baker to approve the management agreement for the Mary Barness Tennis and Swim Club. The motion passed unanimously 4-0.

c. Consider for approval Township Employee of the Year Recognition Program

Mr. Luber suggested recognizing employees who go above and beyond their job duties by instituting an annual employee of the year program. Ms. Seliga suggested a monthly recognition. After discussion, a motion was made by Ms. Baker, seconded by Ms. Yannich to table this program until a March meeting. The motion passed unanimously 4-0.

d. Consider for approval the appointment of Amy Organek, Vivian Bell and Barry Luber as check signers for Warrington Township's Fulton Bank accounts.

Mr. Luber stated two live signatures are required on all checks. Mrs. Organek will be assigned as a backup signer. A motion was made by Ms. Seliga, seconded by Ms. Baker to approve the appointment of Amy Organek, Vivian Bell and Barry Luber as check signers for the Fulton Bank accounts. The motion passed unanimously 4-0.

e. Consider for approval a subordination agreement with Musco Finance for the Barness Park Parking Lot/Lighting Project.

Mr. Luber reported this agreement with Musco Finance grants the company to enter Township property if Warrington Youth Baseball defaults on the loan. Musco Finance will give the Township ninety day notice of any default. A motion was made by Ms. Baker, seconded by Mr. Hollowell to approve a subordination agreement with Musco Finance LLC for Barness Park parking lot/lighting project. The motion passed unanimously 4-0.

f. Consider approval of 2016 Snowplowing Agreement with the Cutler Group for Warrington Ridge.

Mr. Luber reported this agreement with the Cutler Group is the same agreement as in 2015 to snowplow the Warrington Ridge development. This agreement is for the winter period of 2015/2016 for storm events. A motion was made by Ms. Seliga, seconded by Mr. Hollowell to approve the 2016 Snowplowing Agreement with the Cutler Group for the Warrington Ridge development. The motion passed unanimously 4-0.

Mr. Luber reported that he is working with the insurance company to repair the Public Works Building roof which was damaged during the blizzard of 2016.

22. ENGINEER'S REPORT:**a. Report on Transition between CKS and CEC**

Mr. Zarko submitted an Engineering Transition Report addressing the allocation of responsibilities between CKS Engineers, Inc. and Carroll Engineering Corporation for all township and water and sewer services moving forward. Mr. Zarko assured the Board there will be no duplication of expenses between the two engineering firms.

23. SOLICITOR'S REPORT:

Mr. Clemons reported that his firm is working on the proceedings for condemnation of the Bristol Road property, other township matters including a variety of water and sewer issues.

Mr. Clemons also reported that a letter from the former township solicitor, William Casey relating to the Victory Gardens hearings indicated that Mr. Casey was not interested in retaining representation for the township. Mr. Clemons apologizes to Mr. Casey that he misunderstood what he said at a prior supervisors meeting.

24. ESCROW AND MAINTENANCE BOND RELEASES: None**25. EXTENSION REQUESTS: None****23. DEDICATION REQUESTS: None****SUPERVISOR COMMENTS:**

Ms. Yannich thanked all of the candidates that applied for the supervisor's position. She said they were all qualified and it was a hard decision to make. Ms. Yannich also noted the residents on Park Road will be notified mid-March as to how the township is going to handle the closure moving forward. Ms. Yannich announced an executive session starting at 7:00 PM will take place before the next scheduled Board of Supervisors meeting, February 9, 2016. The discussion will be the position of a township manager.

Ms. Seliga thanked all five candidates that interviewed for the supervisor's position and hopes that they continue to attend the supervisors meetings.

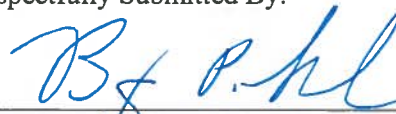
Ms. Baker welcomed Fred R. Gaines as a member of the Board of Supervisors.

Mr. Hallowell thanked the public works department for snow removal during the blizzard of 2016.

ADJOURNMENT

There being no further business Ms. Yannich motioned, seconded by Mr. Hallowell, to adjourn the meeting at 10:10 p.m. The motion passed unanimously 4-0.

Respectfully Submitted By:



Barry P. Lubert, Interim Township Manager