



WARRINGTON BOARD OF SUPERVISORS MINUTES FOR OCTOBER 10, 2017

The written minutes are a summary of the October 10, 2017 Board of Supervisors meeting. For a complete dialog visit the Township's website, www.warringtontownship.org.

ATTENDANCE

Shirley A. Yannich, Chair; Fred R. Gaines, Vice Chair; Matthew W. Hallowell, Member; and Millie A. Seliga, Member. Staff present was Barry P. Lubber, Township Manager; Terry W. Clemons, Esq., Clemons Richter and Reiss, Township Solicitor; Cindy VanHise, P.E., CKS Engineers, Township Engineer and Barbara J. Livrone, Executive Assistant to the Township Manager/Board Secretary.

CALL TO ORDER: Ms. Yannich called the meeting to order at 7:05 P.M. Ms. Yannich stated Carol T. Baker, Member was attending via Skype. Ms. Yannich verified that Ms. Baker could hear and see the Board of Supervisors and that the Board of Supervisors could hear and see Ms. Baker via Skype.

Ms. Yannich noted that Cindy VanHise, P.E. was sitting in for Tom Zarko, P.E., CKS Engineers.

PLEDGE OF ALLEGIANCE

Ms. Yannich followed the Call to Order with a pledge to the flag.

EXECUTIVE SESSION REPORT

Ms. Yannich stated an executive session was held before the Board of Supervisors meeting that started at 6:40 pm and ended at 6:55 pm to discuss the pay scale for the Director of the Water and Sewer Department/Assistant to the Manager. No decision was made during the executive session.

Ms. Yannich reported that Christian Jones received a Master of Public Administration Degree from Villanova University. An increase in salary was promised from the prior township manager upon receipt of this master's degree. Mr. Gaines motioned, seconded by Ms. Baker to increase Christian Jones' salary to \$75,000 effective January 1, 2018. By roll call vote, the motion passed 5-0.

Mr. Hallowell suggested a certificate of recognition be prepared and presented to Mr. Jones.

INTRODUCE HUMAN RESOURCES DIRECTOR LESLIE FRESCATORE

Ms. Yannich welcomed new employee Leslie Frescatore as the Township's Human Resources Director.

Mr. Lubber stated Ms. Frescatore is the first Human Resources Director that the Township has hired. Ms. Frescatore has been hired on a part-time basis. Mr. Lubber listed her job duties.

Ms. Frescatore thanked the Board of Supervisors for the employment opportunity and explained her diverse background. Her education and degree is from Drexel University.

PRESENTATION FOR DYSAUTONOMIA AWARENESS MONTH

Mr. Gaines read the Proclamation for Dysautonomia Awareness. Dysautonomia is a group of medical conditions that result in a malfunction of the autonomic nervous system, which is responsible for "automatic"

bodily functions such as respiration, heart rate, blood pressure, digestion, temperature control and more.

Ms. Yannich stated that a resident in the township requested recognition of Dysautonomia. Ms. Yannich presented the McGeehan and McGarvey families with the Proclamation. The Board of Supervisors declared October as Dysautonomia Awareness Month.

PUBLIC COMMENT:

Charles Rueger (1279 School Lane) inquired about the following three items:

- Land development approval for the parcel next to Lukoil on Bristol Road
- Cages in front of Walmart
- Status of speed humps on School Lane and Park Road

Connie Ace (representing the Historic Commission and the Historical Society) stated a lot of work has been completed at the Old Schoolhouse (10 Folly Rd). Dr. Ace acknowledged Director of Public Works, Joe Knox and his department, along with Ken Samen and David Sharp for all the work they have all accomplished. Dr. Ace invited the Board of Supervisors to view the progress on October 21st.

Mr. Hallowell questioned where the funds are coming from. Dr. Ace stated funds are coming from fundraisers. In addition to fundraisers, the Historical Society received \$10,000 from an anonymous donor. Mr. Gaines clarified that the funds are going through the Historical Society's 501(c) (3) non-profit organization.

Connie Ace (1067 Folly Road) inquired about the status of the truck ordinance for Folly Road.

1. APPROVAL OF BILL LIST:

- a. **September 26, 2017 – October 10, 2017: \$ 1,851,309.95**

Ms. Seliga motioned, seconded by Mr. Hallowell to approve the bill list from September 26, 2017 through October 10, 2017 totaling \$1,851,309.95. By roll call vote, the motion passed 5-0.

2. CONSENT ITEMS:

Ms. Yannich read the consent item page and asked if any clarification was needed for the consent items as presented. (Attachment "A") Ms. Seliga requested a further explanation of Consent Item #E and #F. Mr. Hallowell motioned, seconded by Mr. Gaines to approve Consent Items A through D, and G. All were in favor and the motion passed 5-0.

- a. **September 12, 2017 to Approve Minutes for Budget Work Session.**
- b. **September 12, 2017 to Approve Minutes for Regular Board meeting.**
- c. **September 26, 2017 to Post Minutes for Budget Work Session.**
- d. **September 26, 2017 to Post Minutes for Regular Board meeting.**
- e. **Consider bid award for Snow Plowing and Salt Application for the 2017-2018 year.**

Ms. Seliga questioned the need for four additional snow plowing companies.

Mr. Luber stated the Public Works Department needs additional labor and equipment for snow plowing. Mr. Luber said that the Public Works Department will start with the company needs and choose the lowest price per hour.

Ms. Seliga motioned, seconded by Ms. Baker to approve the bid awards for snow plowing and salt application for the 2017-2018 year. All were in favor and the motion passed 5-0.

f. **Consider Resolution to approve Master Casting Agreement for October 1, 2017 to September 30, 2020.**

Ms. Seliga requested an explanation of the Master Casting Agreement.

Ms. VanHise stated this is a three year contract with PennDOT. When PennDOT performs general maintenance and reconstruction of certain state roads within the township, sometimes the project will require adjustments or replacement of the utility's castings. The cost for these castings are included in the agreement which is for the period starting October 1, 2017 through September 30, 2020.

Ms. Seliga motioned, seconded by Mr. Gaines to approve the Master Casting Agreement for October 1, 2017 to September 30, 2020. All were in favor and the motion passed 5-0.

g. **Consider Certificate of Completion # 4 for High Grove Manor (Lot 2) in the amount of \$5,984.00.**

3. CORRESPONDENCE:

a. **Consider CB Cares request to place an ad for their October 21, 2017 Pumpkinfest event.**

Mr. Luber stated that CB Cares offered volunteers to help out at Warrington Community Day. A fundraiser is being planned by CB Cares which funds their charitable work. CB Cares requested the Township to place an ad for their Pumpkinfest event.

Ms. Yannich asked for everyone's opinion. Ms. Yannich, Mr. Gaines, Ms. Seliga and Ms. Baker all expressed not to place an ad using taxpayer money. Mr. Hallowell did not have an opinion. Ms. Yannich stated no action will be taken.

b. **"March for the 22" event**

Ms. Yannich stated the Board received an invitation to attend a veterans' event called "March for the 22". This event will take place at the Courthouse on October 22nd. It recognizes veterans who are combating post-traumatic stress disorder and suicide.

Ms. Baker stated the National Alliance on Mental Illness of Bucks County works with veterans throughout the County. Ms. Baker requested this event to be placed on the township's website.

4. OLD BUSINESS:

a. **Water Supply Update.**

Ms. Yannich read the report from Director of the Water and Sewer Department, Christian Jones dated October 6, 2017 noting the number of public water connections as of October 6th; Costner Filtration Project; High Grove Manor Interconnection Project and the Center Street/Easton Road Water Main Extension Project.

- b. Consider authorization to advertise amendment to Chapter 21 Streets and Sidewalks – removal of trees obstructing the right-of-way.

Ms. Yannich stated the purpose of the proposed Street Tree Ordinance is to establish standards for trees that are located on private property and extend in the right-of-way and trees planted in the right-of-way. Both the Planning Commission and Environmental Advisory Council reviewed the Ordinance and had no issues with said Ordinance.

Ms. Seliga motioned, seconded by Mr. Gaines to authorize advertisement of an amendment to Chapter 21 Street and Sidewalks – removal of trees obstructing the right-of-way. All were in favor and the motion passed 5-0.

- c. Discuss Sandstone Subdivision Preliminary Plan Application.

Ms. Yannich stated this is the first major subdivision that the Board has dealt with in two years. Ms. Yannich also stated that on September 13, 2006, Steve Katz presented a sketch plan to the Board of Supervisors and through lengthy negotiations with the Planning Commission has been revised and is in the final stages.

Steve Katz, Prime Properties, LLP presented “Sandstone”, a residential development located on Phillips Avenue and Street Road. Prime Properties, LLP is proposing a nine lot residential development on a 6.86 acre parcel. Of the nine lots, eight will contain a single-family residential dwelling. One lot (#1) is already a developed lot. The ninth lot will contain a stormwater detention basin. Mr. Katz stated he will comply with all of CKS Engineers comments as per the October 5, 2017 letter.

Ms. Yannich referenced the zoning issues in the October 5, 2017 letter. She stated the Planning Commission walked the area in 2016 to keep all the trees within the conservation easement. Ms. Yannich also noted a connecting bridge to the Vesey property. Ms. Yannich stated seven new homes will be built with all connecting to public utilities. The eighth home is already connected and is Lot #1. Mr. Katz stated “Sandstone” is the name of the proposed development. Ms. Yannich referenced the general notes, top soil and questioned the roof top discharge disposal. Mr. Katz stated the roof top discharge disposal is part of the stormwater system.

Ms. Baker questioned the emergency spillways on Street Road.

Ms. VanHise said the conservation easement will be delineated by corner fence posts.

Ms. Yannich asked Mr. Clemons to record the easement in accordance with the general note on the plan.

Ms. Yannich questioned the imperious surface on some of the lots and the grading work.

Ms. Yannich stated the Erosion Control Report; Stormwater Management Study and the Preconstruction Report; all revised March 31, 2017 are on file with the Township.

Ms. Yannich referenced “Sandstone Court” as the proposed name for the road within the development, to be approved by the Board of Supervisors. Ms. Yannich stated this parcel was the Cohen property and a current member of the Historic Commission Stu Cohen and his family owned the original property. Ms. Yannich said the name of the road can be a condition of the resolution. Dr. Ace, Chair of the Historic Commission stated their policy is to honor residents of the township who were original owners.

Ms. Yannich read the waivers from the October 5, 2017 CKS letter. Concrete vs Belgium block was discussed relating to curbing. Aerial plan in lieu of providing the locations of existing features within 400 feet. Side property lines that start radial to the street line, but that do not continue radial to the

street line. Mr. Gaines requested survey markings be placed. Lastly, the trail along Street Road is to be constructed of bituminous, rather than concrete.

Ms. Yannich said if the applicant meets all the conditions of the Ordinance, then the Board is obligated to approve the plan.

Mr. Hallowell noted funds in lieu of open space. Mr. Hallowell also inquired about a homeowners association and Mr. Katz said there will be a homeowners association for the maintenance of the stormwater basin.

Ms. Seliga asked if there were wetlands in the environmental study. Mr. Katz stated there are no wetlands within the proposed development.

Ms. Seliga questioned how many homes within the R-2 district would be allowed for this subdivision. Mr. Katz stated ten homes would be allowed under R-2.

Ms. Seliga asked how much open space was given up. Mr. Katz said \$140,000 was given to the Township to purchase other open space.

Mr. Katz said the forest and trees cannot be cut down.

Ms. Seliga suggested the street name to be Cohen Court referencing the original ownership of the property.

Ms. Baker commented on the 20' utility break listed on the plan.

Public Comment:

Ray George (1430 Stony Road, Warwick) has been waiting two years to purchase a home in Sandstone.

Mr. Gaines motioned, seconded by Ms. Yannich to authorize the solicitor to prepare a Resolution for Preliminary/Final approval of the Sandstone development; containing four waiver requests; naming of the street; open space in lieu of funds; CKS October 5, 2017 letter and final application fee to be paid. All were in favor and the motion passed 4-1, with Mr. Hallowell voting no because the approval should be only for a preliminary approval.

d. Discussion of Carroll Engineering invoice.

The invoice presented at the September 26, 2017 Board meeting was tabled due to obtaining more information. The invoice pertains to the Tradesville WWTP Headworks & Grit Removal project. Mr. Gaines is requesting a copy of the original scope of work and cited the University of Tennessee benchmark study referenced in the invoice letter and its relationship to this project.

Mr. Hallowell motioned, seconded by Mr. Gaines to table this invoice until more information is obtained from the manager's office. All were in favor and the motion passed 5-0.

Ms. Yannich requested a seven minute at 9:03 pm.

5. NEW BUSINESS (ACTION/DISCUSSION ITEMS:

a. Discussion of 2017 Audit.

Cassandra Williams, Director of Finance reported that changing auditors every few years is good practice. However, at the end of 2016, the Township purchased a new software system and is

transitioning to new accounting software. The current auditors are familiar with the data from the old system. Ms. Williams recommended that the current auditors complete the 2017 audit.

Ms. Seliga asked how long the township has contracted with the current auditors. Mr. Luber said since 2012.

Ms. Seliga requested comparative quotes.

Mr. Hallowell noted that Township Auditor, Mark Ruckno was in the audience and asked for his opinion. Mr. Ruckno said it should not matter to change auditing firms.

Ms. Williams said the township can look at other firms late in the spring of 2018.

Mr. Hallowell motioned, seconded by Mr. Gaines to extend the current auditor, Maillie, LLP for one year at a cost of \$38,800 and in the spring of 2018 to advertise a request for proposal. All were in favor and the motion passed 5-0.

b. **Consider approval to advertise an Ordinance for dealers in precious metals and pawnbrokers.**

Mr. Clemons stated this Ordinance is to amend Chapter 13 by creating Part 6 to provide regulations to pawnbrokers and dealers in precious metals, antiques and secondhand or used goods. Information and a license fee will be collected for the police department.

Ms. Baker motioned, seconded by Mr. Hallowell to approve the advertisement of an Ordinance for dealers in precious metals and pawnbroker. All were in favor and the motion passed 5-0.

c. **Consider approval of 308 Easton Rd, LP (Bound Beverage) Deed of Dedication for Ultimate Right-of-Way for Titus Avenue and Deed of Easement for Easton Road.**

Ms. Seliga requested more information about the two proposed Deeds. Mr. Clemons stated Bound Beverage executed the Deed of Dedication for the Ultimate Right-of-way of Titus Avenue; the Deed of Easement for Easton Road and a Bill of Sale for the sanitary sewer assets that do not include the laterals. The deeds reference a portion of Tax Map Parcel Number 50-031-019. Bound Beverage paid \$11,198 as the financial security for the 18 month maintenance period.

Mr. Hallowell motioned, seconded by Mr. Gaines to approve 308 Easton Rd, LP (Bound Beverage) Deed of Dedication for Ultimate Right-of-Way for Titus Avenue and Deed of Easement for Easton Road. All were in favor and the motion passed 5-0.

d. **Consider Final Escrow Release for 308 Easton Rd, LP (Bound Beverage).**

Mr. Hallowell motioned, seconded by Mr. Gaines to approve the final escrow release in the amount of \$37,080.70 for 308 Easton Rd, LP (Bound Beverage). All were in favor and the motion passed 5-0.

e. **Consider approval to advertise amendment to Zoning Ordinance to allow non-profit educational institutions in PI-2 Zoning District.**

Mr. Luber stated the Board approved to convert the old Department of Public Works Building located at 3400 Pickertown Road into a community room. Mr. Luber received interest from a tenant to rent this building for a learning academy. Mr. Luber noted the proposed scope of work, worked needed at the building and the proposed rental fee.

Mr. Clemons said the Board must consider permitting a school in the PI-2 zoning district.

Mr. Gaines requested for this request to be referred to the Planning Commission for review.

Mr. Hallowell motioned, seconded by Ms. Yannich to have the township solicitor prepare an amendment to the zoning ordinance and brought back to the next meeting for advertisement. The motion passed 3-2 with Ms. Seliga voting no and Ms. Baker abstaining.

6. MANAGER'S REPORT:

a. **Flowers planted at Township Building from Warrington Community Day.**

Mr. Luber presented pictures of Warrington Community Day and the flowers left over from the event were planted at the township building.

7. ENGINEER'S REPORT:

a. **General Update:**

Ms. VanHise highlighted the road improvement program; specifically Palomino Drive.

8. SOLICITOR'S REPORT:

a. **Status of Shihadeh**

Mr. Clemons stated there was an order from the Judge.

b. **Peterson condemnation (High Grove Manor)**

Mr. Clemons stated a hearing has been scheduled for October 18, 2017.

c. **1800 Street Road**

Mr. Clemons stated there is an appeal by Nolan Capital. Hampton Green Homeowners Association has filed a petition to intervene.

d. **Geerling Appeal**

Mr. Clemons stated an appeal has been scheduled November 6, 2017 at the Court of Common Pleas.

e. **Murphy Tract**

Mr. Clemons stated an appeal has been filed.

f. **Victory Gardens**

Mr. Clemons filed an answer to the truck restriction Ordinance appeal.

Mr. Clemons also stated Victory Gardens has filed a land use appeal.

Mr. Clemons would like to discuss Victory Gardens at an executive session.

g. **Open Space Acquisition**

Mr. Clemons requested an executive session to discuss acquisition of open space.

9. EXTENSION REQUESTS: None.

10. DEDICATION REQUESTS: None.

SUPERVISOR COMMENTS:

Ms. Baker reported the Warrington Township Police Department is hosting "Coffee with a Cop" to be held November 8th at the Village Bagel.

Ms. Baker also reported free gun locks are being handed out by the Warrington Township Police Department.

Ms. Baker reported that Chief Dan Friel and his assistant, Char-Lynn Corscadden helped Warminster Township with starting their own Bucks County Police Assisting in Recovery Program (BPAIR).

Mr. Gaines stated the Warrington Fire Company is requesting the Board of Supervisors to continue tax abatement for volunteer fire fighters. This item will be placed on a future agenda for discussion.

Mr. Gaines also stated that the public works department and CKS Engineers, Inc. are working well to get projects completed in the Township.

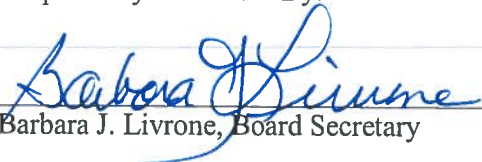
Ms. Yannich stated a Budget Work Session will be held at 6:00 PM on Tuesday, October 24, 2017. The regular meeting of the Board of Supervisors will follow. The budget work session will focus on expenditures of all funds.

Ms. Yannich also commented that the clarity and sound for the new video system which records the Board of Supervisors meetings is excellent.

ADJOURNMENT

There being no further business, Mr. Hallowell motioned, seconded by Ms. Baker to adjourn the meeting at 10:07 PM.

Respectfully Submitted By:


Barbara J. Livrone, Board Secretary

ATTACHMENT "A"

Consent Agenda – October 10, 2017

Attached to the agenda and on the Township's website is a supplement to the agenda which contains a heading and brief description for each item listed under the Consent agenda. As in the past, any Board member can ask to remove an item from consent and have it discussed independently.

- a. September 12, 2017 to Approve Minutes for Budget Work Session.
- b. September 12, 2017 to Approve Minutes for Regular Board meeting.
- c. September 26, 2017 to Post Minutes for Budget Work Session.
- d. September 26, 2017 to Post Minutes for Regular Board meeting.
- e. Consider bid award for Snow Plowing and Salt Application for 2017-2018 year.

Each year, the township requires the assistance of snow plow contractors to supplement the township work force. This bid awards contracts to four vendors to plow and salt township streets at an hourly rate as designated in each contract.

- f. Consider Resolution to approve Master Casting Agreement for October 1, 2017 to September 30, 2020.

This agreement with PennDOT allows PennDOT to incorporate utility work on road construction on state roads located within Warrington Township.

- g. Consider Certificate of Completion # 4 for High Grove Manor (Lot 2) in the amount of \$5,984.00.

This is a reduction in the amount of Financial Security that the developer has with the township due to items included in the reduction request have been satisfactorily completed as outlined by the Township Engineer.

I would now ask for a motion to approve items A **through G** on the Consent agenda.