



WARRINGTON TOWNSHIP BOARD OF SUPERVISORS MINUTES FOR JUNE 1, 2010 WORK SESSION

A work session of the Warrington Township Board of Supervisors was held on June 1, 2010, 7:10 P.M., at the Township Building located at 852 Easton Road, Warrington, PA 18976, followed by the pledge of allegiance. The members present were as follows:

ATTENDANCE:

Rebecca A. Kiefer, Chairperson; John Paul, Vice Chairman; Marianne Achenbach, Secretary; Michael W. Lamond, Jr., Assistant Secretary; Paul Plotnick, Member; Timothy J. Tieperman, Township Manager; Richard Wieland, Township Engineer; Carolyn Hanel, Director of Administrative Services/Parks and Recreation; William R. Casey, Esq., Township Solicitor; and Barbara Livrone, Executive Assistant to the Township Manager.

DISCUSSION ITEMS:

1. Discuss reinstating the Township Open Space Committee and review proposed enabling resolution identifying composition and responsibilities.

Discussion and consideration was given to re-establishing an open space task force.

Presented was a model ordinance from Doylestown, Hilltown Townships and a municipality from Montgomery County relating to an Open Space Committee. The first open space task force in Warrington Township was established in 1995.

It was decided to consider by resolution an open space task force to include four (4) citizens from Warrington Township, a member of the Warrington Township Park and Recreation, Planning Commission, Environmental Advisory Council and a member of the Board of Supervisors to act as a liaison.

The open space task force will identify and recommend areas that are available for open space, include environmental sensitive areas, purchase additional open space and preserve open space in perpetuity. The task force could help with long term planning by identifying and categorizing different types of open space, i.e., private versus public, passive versus active and to determine what the township has and what it needs. It was stated to complete an inventory of the township's open space and prepare a master plan. Also suggested is the availability to have connecting trails.

The open space task force will be a one (1) year term and can be re-appointed at the end of the year.

2. Discuss status of Permanent Finance Committee (PFC) and consider amending its charge.

Discussion and consideration to Resolution 2007-R-03 to address the mission of the PFC. As stated in the Resolution, the committee will meet on a quarterly basis and will meet with department heads acting as an advisory committee. Change item number six (6) of the list of functions to read: "Annual Budget Review." Review item number eight (8) "Financial Software

Analysis”. Add the following to the list of functions: “Long Range Strategic Planning and Forecasting.”

Change the wording of Item # 1 Committee Establishment to read: The Board of Supervisors herein establishes a Permanent Finance Committee which shall consist of five (5) members who shall be appointed by the Board of Supervisors to serve three (3) year terms. Additionally, “Two (2) Supervisors shall service as non-voting liaisons to the Committee” shall be removed.

3. Review revised Town Center Ordinance.

A draft Town Center (TC) Ordinance was presented and reviewed. The following changes were recommended:

- Remove reference to County Line Road.
- Bullet point number one (1): Change the wording of transfer development “credits” to transfer development “rights”. Change One “credit” to “right” in the second sentence.
- Bullet point number two (2): Change the wording of “housing” to “building”.
- Page 1: Move Transfer of Development Rights to the end of “The Town Center district is characterized by the following elements.”
- Page 2: Change the number order in Section 1523. Conditional Uses.
- Page 2 Section 1522 Permitted Uses. Add to “The following uses, and no others, shall be considered for development under the provisions of this Part or in accordance of the Corridor Overlay.”
- Page 3 Item # 6: Change “bit” to “but”.
- Page 3 Section 1526. Add “B” to “Maximum lot width at building setback line, one hundred fifty (150) feet” and change “Maximum” to “Minimum”.
- Page 3 Section 1526. “C” will become “D” Front yard and height.
- Page 4: Add “more” and change “f” to “of” for: 20 or more acres – four or more uses are required; Retail use may be a maximum of 30% of site.

4. Discuss and develop consensus around 2010 Supervisor goals.

A draft categorized supervisor goals was presented and reviewed. It was recommended to prioritize the goals and objectives and identify the goals as short verses long term. The following recommendations were made:

- Personnel and Labor Relations

Consolidate items 1 through 4 into one (1) statement. Cross train the staff, develop standards and have all the departments located at the township building.

- Information Technology

Consolidate items 1 and 2 into one (1) statement. Pursue a comprehensive financial information solution and continue implementation of the document management system.

- Cost Containment

A study was completed on the township's water and sewer system. The study determined the ownership of this system should be maintained by the township as revenue neutral.

- Legislative and Policy

1. Prepare a spreadsheet of all zoning requirements.
2. Prepare a better link on the website to access the Egov program.
3. Inventory of paper streets and assess the maintenance of these streets for the safety of the residents. It was suggested to treat paper streets as part of the Property Maintenance Code as deemed by the township and/or township engineer.
4. Discussion to protect residents from developer's failures to complete their facilities and escrow monies. Clarify the definition of public improvements and the language as to what to escrow from the Municipalities Planning Code.

- Communications and Customer Service

Promote and monitor a customer friendly township. Consolidate items 1 through 3 into one (1) statement.

- Grants

Pursued at staff level and part of fiscal responsibility.

- Parks, Recreation and Open Space

Consolidate items 1 through 6 into one (1) statement. Dedication to open space task force to address open space, recreation areas and parks by Resolution.

- Environmental Protection and Energy Conservation

Eliminate item 4 and consolidate items 1 through 6 into one (1) statement. Pursue environmentally sound development by best management practices.

- Improve Township Infrastructure

Consolidate items 1 through 7 into one (1) statement. Improve the closed loop system, study the roads, intersections and continue with the paving schedule.

- Township Facilities

Consolidate items 1 through 2 into one (1) statement. Digitize documents that are filed in the office, basement area and remove filing cabinets from the meeting room to make better use of space.

- Joint Ventures/Regional Cooperation

Consolidate items 1 through 3 into one (1) statement. Work with other municipalities on grants, projects and items beneficial to the township. One item of discussion was the consolidation of the fire marshal's office with Warwick Township's fire marshal office to save costs.

- Maintenance and Community Pride

Consolidate items 1 through 6 into one (1) statement. Discussion to keep the streets clean and beautify the township.

5. Discuss status of 2007 and 2008 bonds and reprioritization of capital projects and long-term financing needs.

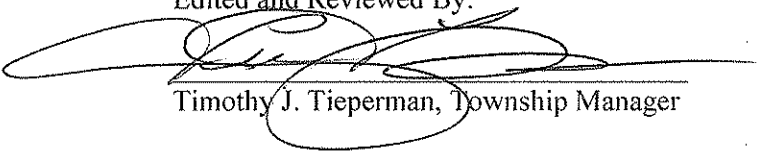
Mr. Paul motioned, seconded by Mr. Plotnick to table the bond issue and status of the capital projects until the June 8, 2010 meeting. The motion passed unanimously.

Public Works Building Capital Project:

An architectural scheme was presented showing two bays, salt shed, public works building and a walkway from the fire station to the public works building. If agreed upon at future discussions, a detailed schematic design will be studied and a detailed cost estimate will be provided by the architect.

Mrs. Achenbach motioned, seconded by Mr. Paul to adjourn the meeting at 9:30 PM. The motion passed unanimously.

Edited and Reviewed By:



Timothy J. Tieperman, Township Manager