



## **WARRINGTON TOWNSHIP BOARD OF SUPERVISORS MINUTES FOR FEBRUARY 13, 2018**

The written minutes are a summary of the February 13, 2018 Board of Supervisors meeting. For a complete dialog visit the Township's website, [www.warringtontownship.org](http://www.warringtontownship.org).

### **ATTENDANCE**

Shirley A. Yannich, Chair; Fred R. Gaines, Vice Chair; Carol T. Baker, Member; Eileen Albillar, Member and Ruth L. Schemm, Member. Staff present was Barry P. Luber, Township Manager; Terry W. Clemons, Esq., Clemons Richter and Reiss, Township Solicitor; Thomas Zarko, 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 7:00 P.M.

### **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 to discuss a personal matter and litigation.

### **SWEARING IN OF OFFICER RYAN CRESCANZO (District Judge Jean Seaman officiating)**

Chief Dan Friel presented background information on Officer Ryan Crescanzo, who took the Oath of Office as the 33<sup>rd</sup> police officer in Warrington Township. District Judge Jean Seaman officiated the swearing in. Congratulations were extended to the new police officer.

### **RECOGNITION OF BRONZE SPONSORS FOR WARRINGTON COMMUNITY DAY**

Ms. Yannich announced the recognition of the bronze sponsors of the 2017 Warrington Community Day and asked Ms. Baker to present a gift to each of the sponsors. The following bronze sponsors who attended the meeting were the following:

- Russ Diamond, Administrator for Bucks County VETS
- Terry Clemons, Attorney for Clemons Richter & Reiss PC
- Wendy Elliott-Vandivier, SPHR Human Resources Manager accompanied by Service Dog, Freddie and Aaron Drellich, Store Manager, Lowe's in Warrington
- Adrian Hazell, Camp Director, Elbow Lane Day Camp
- Drew Perlman, General Manager for O'Neil Nissan

Ms. Baker thanked each of the sponsors for their support. She presented each of the sponsors with the Historic Commission/Historical Society pen made from the William Penn Oak Tree that was located at 10 Folly Road.

The following bronze sponsors who could not attend were the following:

- Closet by Design
- GMG Insurance Agency
- Kitchen Magic
- Meridian of Valley Square (Woodstone Homes)
- SAS Geospatial

**PRESENTATION BY PENSION ADVISORY COMMITTEE**

Ms. Yannich introduced Pension Advisory Committee Chair, Joe Kirby and Vincent Formica, citizen member. Mr. Luber recognized Kevin Peacock, citizen member and Lt. Robert Meditz who were in the audience and are members of the Pension Advisory Committee.

Chair Kirby stated the Pension Advisory Committee holds quarterly meetings at the township building. Mr. Kirby gave a brief overview of the police and non-uniform pension plan as provided by an independent investment consulting firm, Marquette Associates. The actuary firm for the township is Conrad Siegel. Marquette Associates makes the investments. Mr. Formica also commented on both plans. Mr. Luber explained the Township's Minimum Municipal Obligation.

Mr. Gaines questioned the adjustment in the market and its effect on the pension plan.

Mr. Kirby stated the township has diversification within the portfolio.

**PUBLIC COMMENT:** There was no public comment.

**PUBLIC HEARING:** None.

**1. APPROVAL OF BILL LIST:**

- a. **2017 Invoices for the Period January 24, 2018 to February 13, 2018 in the amount of \$131,438.30.**

Mr. Gaines moved, seconded by Ms. Baker to approve the 2017 invoices paid for the period from January 24, 2018 to February 13, 2018 in the amount of \$131,438.30. All were in favor.

- b. **2018 Invoices for the Period January 24, 2018 to February 13, 2018 in the amount of \$745,591.14.**

Mr. Gaines moved, seconded by Ms. Baker to approve the 2018 invoices paid for the period from January 24, 2018 to February 13, 2018 in the amount of \$745,591.14. All were in favor.

**2. CONSENT ITEMS:**

Ms. Yannich asked if any clarification was needed for the consent items as presented. (Attachment "A") Ms. Schemm questioned Consent Item K.

Mr. Gaines moved, seconded by Ms. Albillar to approve Consent Items A through K. All were in favor and the motion passed 5-0. Ms. Yannich thanked both Mr. Watts and Mr. Rubenstein to be on the Planning Commission.

- a. **January 9, 2017 to Approve Minutes for Board meeting.**
- b. **January 23, 2018 to Post Minutes for Board meeting.**
- c. **Consider appointment of John Drabouski to serve as alternate to the Veteran Affairs Committee.**
- d. **Consider appointment of Bob Watts as a member to the Planning Commission.**
- e. **Consider appointment of Herb Rubenstein as an alternate member to the Planning Commission.**
- f. **Consider advertisement of an Ordinance to establish the Street Road at Oak Avenue Water District.**

- g. Consider advertisement to bid for renovations at 3400 Pickertown Road.
- h. Consider contract extension for Lawn Maintenance.
- i. Consider approval of one year extension of trash and recycling contract with Waste Management.
- j. Consider Valley Square Phase II – 90 day review extension.
- k. Consider purchase of two (2) Police Vehicles.

Ms. Schemm questioned the purchase of each of the vehicles. Mr. Clemons answered that both vehicles are government pricing. Mr. Lubber stated more items will be added to the cars but the savings for both vehicles is over \$14,000.

### 3. OLD BUSINESS:

- a. Consider Resolution to appoint Tom Watkins as a full member to the Zoning Hearing Board

Ms. Yannich asked for a motion for the appointment.

Mr. Gaines moved, seconded by Ms. Schemm to appoint Tom Watkins to the Zoning Hearing Board as a full member. All were in favor.

- b. Discussion of Township Goals.

Mr. Lubber summarized the top six (6) goals. (Attachment "B")

Ms. Yannich requested that the goals be placed on the website. She also stated that the Comprehensive Plan adopted in January 2018 has been updated and will be implemented.

Mr. Gaines emphasized that these goals are the goals of the Board of Supervisors. All goals are achievable even if not completed in 2018.

Ms. Baker stated there are more goals than the noted six presented.

Ms. Schemm stated the Board of Supervisors is committed to communication and transparency with the residents.

Ms. Yannich noted that some employees (i.e., Barry Lubber and Barbara Livrone) are working multiple tasks and long hours should receive some assistance. This new employee space should be considered when the new renovations to the township building take place.

Ms. Yannich reported the Comprehensive Plan that was approved and adopted in January 2018 will be implemented and that the Zoning Ordinance, maps and SALDO will be updated.

- c. Consider Township Manager Employment Agreement.

Ms. Yannich requested that the employment agreement for the township manager should be postponed until the February 27<sup>th</sup> Board of Supervisors meeting. Mr. Gaines moved, seconded by Ms. Schemm. All were in favor.

**4. NEW BUSINESS (ACTION/DISCUSSION ITEMS):****a. Consider revised policies for Water and Sewer Department.**

Director of the Water and Sewer Department, Christian R. Jones outlined the revised payment plan, the revised Rules and Regulations and revised department policy.

Mr. Jones provided information on the Account Review Committee (ARC) Policy; Irrigation Meter Policy; Irrigation Meter Decommissioning Policy; Leak Credit Policy; Medical Certification Policy and the Service Charge Policy.

Mr. Lubber noted these policies are not required to be advertised.

**Public Comment:**

Millie Seliga (934 Longwood Court) questioned the payment plan's impact on cash flow.

Mr. Jones stated there will be less administrative hours, larger deposits will be required and shortening the payment plan will increase cash flow.

Ms. Yannich asked to move for approval of the revised payment plan. Mr. Gaines moved, seconded by Ms. Baker. All were in favor.

Ms. Yannich read Mr. Jones' recommendation that the Rules and Regulations and Department Policies be adopted to either replace or supplement existing policies for the Water and Sewer Department. Mr. Gaines moved, seconded by Ms. Albillar. All were in favor.

Mr. Lubber complimented Mr. Jones, his assistant Leah Brown and clerical staff, Michelle Peters and Matt Wilson in the preparation of the revised payment plan, rules and regulation and department policies.

**b. Consider approval of Final Plans of Subdivision for Geerling (Perry Farm at Warrington) Property, TMP # 50-004-150.**

Attorney for the applicant, Richard McBride commented on the final plans by stating TMP # 50-004-150 will consist of 48 homes. The conditional use was approved by the Board of Supervisors in May, 2017. On December 12, 2017, the Board of Supervisors approved the Preliminary Plans for the subdivision. On February 1, 2018, the Warrington Planning Commission recommended final plan approval. Mr. McBride stated the applicant will comply with all items as presented in CKS letter dated January 12, 2018. The developer has agreed to provide water service to eight homes on Street Road from the main to the curb box.

Mr. Clemons noted the TDR's; the homeowners association will manage the open space; the fees to the Township and the posting of security for public improvements.

Ms. Yannich asked for "so moved" and Mr. Gaines moved, seconded by Ms. Baker to approve the final plans of major subdivision of the Geerling Tract (Perry Farm at Warrington); TMP # 50-004-150. All were in favor.

**c. Consider Access and Indemnification Agreement; Resolution approving acquisition of property and Agreement of Sale with Eureka Stone Quarry, TMP # 50-004-106, 50-004-107 and 50-004-109, Pickertown and Lower State Roads.**

Mr. Clemons explained the Access and Indemnification Agreement between the Township; CKS Engineers; Natural Lands Trust and Eureka Stone Quarry, Inc. Documentation from the property will

be collected that is required by the Department of Natural Resources for the grant. Ms. Yannich noted that drones will be used to collect information from areas where humans can't access.

Mr. Gaines moved, seconded by Ms. Schemm to approve the Access and Indemnification Agreement.

Mr. Clemons presented the Agreement of Sale for 66.82 acres which consists of wetlands, streams, riparian corridors, woodlands and other natural resources. The appraised value is in excess of \$2,023,300.00. The Township has acquired a grant in the amount of \$1,011,650.00 from the Department of Conservation and Natural Resources. Bucks County, through its Municipal Open Space Program approved a grant in the amount of \$285,742.00, will be earmarked towards the purchase of this property. The balance of \$725,908.00 will be paid by the Township upon approval of a Resolution for the acquisition of this property.

Mr. Gaines moved, seconded by Ms. Schemm to approve the Resolution which authorizes the acquisition of property (TMP # 50-004-106; 50-004-107 and 50-004-109) and the Agreement of Sale with Eureka Stone Quarry for 66.82 acres, known as quarry land on Pickertown Road. All were in favor.

d. Consider Revised 2018 Fee Schedule by Resolution.

Ms. Yannich noted the revised fee schedule addresses Park and Recreation Swim Club fees and a Radio Read device charge for the Water and Sewer Department.

Mr. Gaines questioned if township employees receive a discount to the swim club. Mr. Luber stated the township employees receive a fifty percent membership discount.

Mr. Gaines requested an incentive given to active members of the volunteer committees. One of the suggested criteria would be that the volunteer member attends at least 75% or more of the meetings during the year. The Chair of that committee would submit the names to the Park and Recreation department. Mr. Gaines stated this would improve the number of volunteers and increase the number of people attending the swim club.

Mr. Luber will draft a policy and present it to the Board of Supervisors for consideration.

Mr. Gaines moved, seconded by Ms. Baker to adopt the revised 2018 Fee Schedule by Resolution. All were in favor.

e. Consider waiver of building permit fees from 5002 Brookwood Court.

Ms. Yannich stated the background of the residents request for a building permit to be waived.

Mr. Luber noted that the building permit has been paid because the property is being sold and the resident is asking for a refund.

After discussion, Ms. Baker moved, seconded by Ms. Albillar to reject the request to waive the fee. All were in favor.

f. Consider authorization to advertise the Cross Connection Control Program Ordinance.

Mr. Zarko stated this proposed Ordinance is consistent with the Department of Environmental Protection's regulations to protect the public water supply system.

Mr. Gaines asked if a fee was required. Mr. Zarko stated he will research this request.

Mr. Gaines moved, seconded by Ms. Schemm to authorize the advertisement of the Cross Connection Control Program Ordinance. All were in favor.

g. Consider authorization to post Board of Supervisors meeting videos to TV stations.

Ms. Yannich spoke to the Township's Communications Advisory Board to televise the Supervisors and Planning Commission meetings on the 2 TV channels that are displayed by the Township at no cost to the Township.

Ms. Schemm moved, seconded by Mr. Gaines to authorize the Communications Advisory Board to video and post the meetings to the TV channels at no cost to the Township. All were in favor.

h. Consider authorization for Solicitor to prepare a Conservation Development amendment to the Zoning Ordinance.

Ms. Yannich noted the minutes from the Planning Commission approved the zoning ordinance amendment for conservation developments in the RA Zoning District.

Mr. Clemons stated after the preparation of the amendment to the zoning ordinance is prepared; the amendment will go to the Planning Commission and the Bucks County Planning Commission for formal review and comment.

Mr. Gaines suggested that a draft copy be forwarded to both the Open Space and Land Preservation Task Force and the Environmental Advisory Council for review and comment.

Mr. Gaines moved, seconded by Ms. Baker to authorize the Solicitor to prepare a Conservation Development amendment to the Zoning Ordinance. All were in favor.

**5. MANAGER'S REPORT:**

Mr. Lubber noted that any fees for cross connection will be borne by the businesses.

Mr. Lubber also wanted to bring to the public's attention a bulletin received from the PA State Police warning the public about a 2018 Olympic scam. This bulletin will be posted to the website.

**6. ENGINEER'S REPORT:**

a. General Update:

Mr. Zarko reported that he followed up on a complaint about the left turn lane at 611 and Anderson Way. He contacted the developer and the timing has been adjusted.

Mr. Zarko stated the Penn VEST application has been submitted by the Township for the GAC systems on four township wells. He is working with State Representative Kathy Watson's office. Ms. Yannich requested more information to be presented to the Board.

Mr. Zarko reported on the status of the water and sewer dedication for the Fairways development. The intent was to dedicate the lines to the Township but it was never completed. Mr. Zarko suggested for the Township not to bear any past additional cost to resolve the issue.

Ms. Baker moved, seconded by Mr. Gaines to appoint CKS Engineers to follow through with the discussions with the Fairways Homeowners Association. All were in favor.

**7. SOLICITOR'S REPORT:****a. Warrington Township Zoning Hearing Board #17-23: Sicco Pompa, 3492 Pond View Drive – Court Appeal.**

Mr. Clemons stated the Zoning Hearing Board denied the Pompa's request and is now filed with the Court of Common Pleas. Mr. Clemons requested the Board to direct his firm to intervene with the Zoning Hearing Board with the court case.

Mr. Gaines moved, seconded by Ms. Schemm to appoint Clemons Richter and Reiss to represent the Township at the Court of Common Pleas in support of the Zoning Hearing Board's decision.

Mr. Clemons listed and described each of the following pending hearings scheduled to be presented at the Zoning Hearing Board on February 26, 2018:

**b. Warrington Township Zoning Hearing Board #17-26: Albert Sulaj, 2358 Lower Barnes Road.****c. Warrington Township Zoning Hearing Board #18-04: Partyka, 515 Cornell Drive.****d. Warrington Township Zoning Hearing Board #18-05: Tourish 106 Equestrian Court.****e. Warrington Township Zoning Hearing Board #18-01: Nathaniel Webb, 901 Truman Court.**

Ms. Yannich would like to streamline the zoning hearing board applications and have better communication with the Zoning Hearing Board.

**f. Update on Victory Gardens.**

Mr. Clemons noted an oral argument by both attorneys is scheduled in front of the judge on February 27<sup>th</sup>. Mr. Clemons prepared a brief. Ms. Yannich requested that the brief be placed on the website for public viewing.

**SUPERVISOR COMMENTS:**

Mr. Gaines stated the Environmental Advisory Council (EAC) has reviewed the Park & Rec/Open Space Plan and provided comments that more emphasis needs to be placed on open space. Ms. Yannich requested the Maryland University Study needs to be added as an addendum to the Park & Rec/Open Space Plan.

Mr. Gaines said AmeriCorps will be working with the EAC during the month of April, 2018 to harvest invasive plants.

Mr. Gaines noted that on April 22, 2018, the EAC is hosting a plant sale of trees.

Mr. Gaines also reported that the Historic Commission is holding a joint meeting with Doylestown Historic Commission to work together to obtain funding.

Ms. Yannich reported on February 15<sup>th</sup>, PennDOT plans to continue with the road improvement program near 10 Folly Road's intersection. The tenant, Historic Commission is requesting an access drive.

Ms. Yannich suggested that the Zoning Ordinance and SALDO be updated by a professional and is requesting a proposal from the Bucks County Planning Commission. The request for proposal will be added to a future agenda.

Ms. Yannich noted that Director of Emergency Services, Lee Greenberg received a thank you letter from the County of Bucks and on behalf of the Township thanked Mr. Greenberg for his service.

Ms. Yannich thanked Director of Planning, Roy Rieder for providing each of the supervisors a copy of the Comprehensive Plan.

Ms. Yannich noted the location of the new tax collector, Millie Seliga at 3400 Pickertown Road. Ms. Seliga was in the audience and stated that her information is posted on the township's website and she also has her own website. The announcement will also appear in the Spring edition of the Township's Link. Ms. Seliga noted the prior year certifications are under the jurisdiction of the prior tax collector.

Ms. Yannich reported the shed at the Upper Nike Park now has new shutters and the roof will be painted in the spring.

Ms. Yannich also reported the Township's Planning Commission is requesting a work session with the Board of Supervisors to implement the Comprehensive Plan and how it relates to rezoning. The work session will occur at the Thursday, March 1, 2018 Planning Commission meeting starting at 7:00 PM. This joint meeting will be advertised.

Ms. Yannich reported that the Board of Supervisors will be hosting their first Open House on Saturday, April 21, 2018 from 9:00 am to noon. The Open House will occur in the large meeting room of the Township Building. The Supervisors can meet but they cannot deliberate. Some members of the volunteer advisory boards will be represented. This will be an advertised open house.

#### **ADJOURNMENT**

There being no further business, Ms. Yannich adjourned the meeting at 9:57 PM.

Respectfully Submitted By:



Barbara J. Livrone, Board Secretary



## ATTACHMENT "A"

### Consent Agenda – February 13, 2018

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. January 9, 2018 to Approve Minutes for Board meeting.
- b. January 23, 2018 to Post Minutes for Board meeting.
- c. Consider appointment of John Drabouski to serve as an alternate to the Veteran Affairs Committee.
- d. Consider appointment of Bob Watts as a member to the Planning Commission.
- e. Consider appointment of Herb Rubenstein as an alternate member to the Planning Commission.
- f. Consider advertisement of an Ordinance to establish the Street Road at Oak Avenue Water District.

**This ordinance combines two separate water districts which will reduce costs for homeowners required to connect to public water.**

- g. Consider advertisement to bid for renovations at 3400 Pickertown Road.

**Renovations to the old Codes Department include making the facility ADA compliant and adding fire suppression for additional safety.**

- h. Consider contract extension for Lawn Maintenance.

**This is to extend the lawn contract with M & M Landscapes for the same lawn cutting as in 2017 with a 2.11% increase per the CPI. M & M Landscapes cut the lawns at various township facilities and parks.**

- i. Consider approval of one year extension of trash and recycling contract with Waste Management.

**This is to extend the refuse and recycling contract with Waste Management for collections and disposal of refuse and recycling at township facilities/parks and at the Willow Knoll development. The increase is 3% over the 2017 contract.**

- j. Consider Valley Square Phase II - 90 day review extension

**The applicant for the Shops at Valley Square – Town Square Improvements (Phase II) has waived the 90 day time limit for Warrington Township to act on this plan.**

k. Consider Township Manager Employment Agreement.

**This would be a two year employment agreement through January of 2020.**

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

ATTACHMENT "B"

Warrington



Township

852 EASTON ROAD, WARRINGTON, PA 18976  
215-343-9350 ■ FAX 215-343-5944  
[www.warringtontownship.org](http://www.warringtontownship.org)

BOARD OF SUPERVISORS  
SHIRLEY A. YANNICH, Chair  
FRED R. GAINES, Vice Chair  
CAROL T. BAKER, Member  
EILEEN ALBILLAR, Member  
RUTH L. SCHEMM, Member

TOWNSHIP MANAGER  
BARRY P. LUBER



February 9, 2018

MEMO TO: BOARD OF SUPERVISORS

FROM: BARRY P. LUBER, TOWNSHIP MANAGER

RE: 2018 GOALS

**Background**

A few weeks back, I submitted a list of goals that I wanted to accomplish for the Township during 2018. It was decided at a Board meeting, that these goals should really be the township's goals and the Chair asked that each board member prioritize these goals. Attached is the score sheet that was compiled based on the prioritization of the five board members. Below is a summary of the top 6 priorities (there was a tie for the 5<sup>th</sup> goal).

| Goal   | Rank |
|--|------|
| Acquisition of Mill Creek Property                         | 1    |
| Design of New Police Station/Township Building Renovations | 2    |
| Overhaul of Zoning and SALDO ordinance                     | 3    |
| Headworks Construction Project at Tradesville              | 4    |
| Update Zoning and Map                                      | 5    |
| Begin phase I of Kids Mountain at Lions Pride              | 5    |