



WARRINGTON BOARD OF SUPERVISORS MARCH 31, 2015 WORK SESSION MINUTES

ATTENDANCE

John R. Paul, Vice Chairperson; Marianne Achenbach, Secretary/Treasurer; Shirley A. Yannich, Member; and Matthew H. Hallowell, Member. Staff present was Timothy J. Tieperman, Township Manager; William H.R. Casey, Esq., Township Solicitor, Thomas A. Gockowski, Township Engineer, Barry F. Lubert, Chief Financial Officer and Barbara Livrone, Executive Assistant to the Township Manager.

PLEDGE OF ALLEGIANCE

Mr. Paul opened the meeting and asked for a moment of silence, followed by a pledge to the flag.

EXECUTIVE SESSION REPORT: None

WORKSHOP ITEMS:

2015 Goals:

Mr. Tieperman reviewed the 2015 Township Manager (Township Staff) goals. Mr. Paul commented that these goals were very comprehensive and included most of his major items:

- Implement Emergency Services Committee Recommendation
- Finalize Fire Services Agreement
- Update Emergency Management Plan
- Complete Barness Park Improvements
- Decide Future of Twin Oaks Day Camp
- Adopt Long-Term Road Replacement Policy and Implementation Schedule

Mr. Paul reviewed Mr. Anderson's goals in his absence:

- Complete the Comprehensive Plan;
- Bristol Road and Route 611 Improvements,
- Complete Loop Road with Park Road Intersection Improvements
- Keep Capital Road Improvement Plan Updated and Moving Forward
- Moving Forward on Trail Planning and Construction
- Complete Barness Paving Project.

Mrs. Achenbach offered her comments and agreed that the Staff Goals do encompass many of her goals. However, she observed that many of the Staff goals included a mixture of pure "action items" versus others that were more policy oriented. She also stated that some of these goals seemed short-term; others more long-term.

She also questioned Mr. Lubert on two (2) Finance Department goals, advocating the establishment of perpetual capital replacement plans for capital equipment such as front-end loaders, truck, other vehicles; and information technology equipment such as servers, laptops, and software. She did not believe these types of items should be classified as capital and that secondly, she thought these replacement schedules were already in place. Mr. Lubert explained that the internal service fund currently assesses each department a set amount of money each year but does not factor in the actual replacement costs and useful lives for each piece of equipment.

She recommended Mr. Tieperman modify the list to include these descriptors. Mr. Tieperman agreed. She stated her major goals were:

- Completing Comprehensive Plan
- Reevaluating Township Zoning Policy and Updating Township Zoning Code
- Continue Improving Pay/Performance Plan for Non-Union Employees and HR Module Improvements
- Route 611 Traffic Improvements
- Negotiate an Affordable Police Contract

Mrs. Yannich had no issues with the Staff Goals but added a couple of her own:

- Replacing longstanding vacancies on the Veteran Affairs Committee with local, qualified veterans.
- Making sure the Township's Zoning Hearing Board complies with all Sunshine Laws
- Ensuring that the Township administrative offices are ADA-compliant

Noteworthy Discussion Items

BOS members present unanimously concurred that none of the proposed Staff goals were in conflict with the Board's general policy direction. The following noteworthy items were discussed during the course of the evening, which included highlights on the more pressing items:

- All agreed there needs to be a better formula to finance the maintenance of all Township roadways;
- Police contract is the single largest component of the Township's Operating Budget. Negotiations are expected to commence in June;
- Police Department continues to explore opportunities to supplement the force with part-time employees;
- There are plans to rename Department of Codes, Inspections and Emergency Services to simply the Department of Emergency Services, will include responsibilities for the management of ambulance and career;
- Privatization of codes personnel is complete;
- Staff is pursuing an upgrade to the Action Line system that will be enmeshed directly into the upgraded web page to allow residents to receive updates more frequently and allowing them to upload pictures/coordinates of problems. Mr. Tieperman noted that DPW-related service requests are resolved more quickly than zoning-related issues;
- Document management improvements continue behind the scenes. Street files should be fully indexed for data retrieval by the end of 2016;
- Partial ambulance integration is complete. Township now receives and processes all invoices, which are included on the BOS' regular bill lists;
- Fire Agreement should be ready for BOS adopt as early as April 24 or May 12;
- There was substantive discussion on a perception problem involving the need to have four (4) firefighters during all fire inspections. Mr. Paul stated that at any time these career firefighters could be dispatched to a fire scene, where guidelines call for a 4-man response;

- The Township Zoning Code needs a drastic overhaul. This is a long-term project that can no longer be delayed. It was agreed that “little bites of the apple” was necessary to at least get this project off dead center;
- Damaged storm sewer drains are a major problem throughout the Township. DPW has a goal of replacing 200 per year;
- Fred Achenbach is still planning on stepping down in September. The personnel transition is going well. There are some financial utility billing issues that Finance is trying to resolve with Freedoms Software;
- The future viability of the township-owned water/sewer system is a big policy discussion that the Board needs to discuss in the foreseeable future, especially in light of the indefinite closure of the Township’s water wells. The DEP-mandated letter mailed to all residents unnecessarily frightened many residents;
- The Township needs to monitor closely Horsham’s desire to get the base turned over to private hands as soon as possible. Such moves may not be in Warrington’s best interests, which is why Fred and Bill have been consulting with a special environmental lawyer.

Barness Park Update

Mr. Paul updated the Board on the status of this project, which includes improved parking, stormwater improvements and the infrastructure for additional lighting, the latter of which is in collaboration with Warrington Youth Baseball. He shared a visual layout of the planned parking improvements, including a new entrance of Bristol Road. The snack stand entrance will be going away which will improve overall circulation.

Mr. Paul reported that the expanded parking will require the elimination of a designated softball field. Warrington Softball and WYB officials are not interested in a new softball field at Twin Oaks. They are working out an arrangement to share existing fields.

He briefly revisited the planned cost sharing arrangement with WYB, whereby the Township will apply its share to the build the required infrastructure and conduits for the lighting of upwards to three fields depending on the final bid results. The WYB has pledged \$120,000 of which it has only raised \$40,000. Mr. Tieperman stated that Barry and he were meeting with Jon Biedermann regarding a possible financial proposal to address the Board’s concerns to extending a non-collateralized loan to the WYB.

Mr. Gockowski stated that while the parking lot and lighting projects are two distinct projects, he recommended that from an earth disturbance perspective, they be included in one work area.

Natural Lands Trust Update

Mr. Tieperman updated the BOS on the recently meeting between Natural Lands Trust (NLT) officials and the following landowners:

- John Morrissey (aka Eureka Stone Quarry): Steve Harris and Alice Meehan participated in the early discussion of their current landholdings, with a focus on potential trail easements.
- Art Hynes (Old Mill Farm): We conducted a second site visit at the Hynes property, following the natural trail system that runs parallel to the Little Neshaminy, extending up to Alou Park.

- Meridian: We met with HOA President Letty Moffa at the clubhouse and then walked the existing new path that encircles the townhomes. We walked along potential connector to both the Palomino and Neshaminy neighborhoods.
- Metropolitan: We met briefly with Mike Tulio regarding critical trail connections linking Street and Pickertown Roads at the Geerlings Tract (aka Warrington Run).

Comprehensive Plan Update

Mr. Gaines was in attendance to provide a brief update on the status of the Comprehensive Plan Update. He said the Planning Commission is following the prescribed format from the Municipalities Planning Code (MPC). Of primary importance is the Commission's goal to develop a fully implementable Plan. All agreed that now is good opportunity to address the future state of the RA Zone and how properly to direct development in these areas.

Web Page Overhaul/Facelift

Mr. Tieperman reported that the Communications Advisory Committee (CAB) has been busy investigating the most economical means for updating the Township's website. They have investigated several municipal website and like neighboring Horsham's, which recently won a PSATS award. Mr. Tieperman put this website on the smart board so that Board members had a better understanding of the overall information layout.

Generally, the comments received were favorable, especially the drop down menus and the streamlined home page. Mr. Tieperman noted that currently the technology is over 10 years old. The plan would be to update the web page without using the same vendor and to reorganize and cleanup the existing content.

Mrs. Achenbach noted, however, that there are still technical issues with the Township's online code interface with Keystate Publishers. A user is still not able to access the E-code book directly through the webpage. Rather, they have to log in separately through the Keystate's portal which is not convenient. Mr. Tieperman agreed that this is a problem which Staff is still work with the vendor to correct.

Future of Twin Oaks Day Camp

In light of the fact that Warrington Softball is no longer interested in a designated softball field at Twin Oaks, that somewhat changes the blueprint for Twin Oak's future development. It was noted that Lacrosse might benefit from some additional parking.

However, Mr. Paul stated that the issue of the Twin Oaks Day Camp remains and that the Board needs to make a policy decision soon on the whether to transfer the program to the Swim Club and make around 200K in improvement or discontinue the program altogether effective 2016. He noted that enrollment numbers have declined from a high of 300 in 2006 to just around 50 today. The Park and Recreation Board have already recommended the discontinuance of this program. He asked that this be put on a future BOS agenda for a policy discussion and possible action.

Other Issues

Two final issues that were discussed was the need to interview and fill some vacancies on some of the Township's advisory boards. Mr. Paul reminded the Board that these interviews were delayed to allow the Board to consider the possible consolidation of some advisor boards that have overlapping mission statements. Mr. Paul asked that this be on a future BOS meeting for discussion and possible action.

Finally, the Board reviewed possible options to gravitate gradually to an online version of the Warrington *Link*. Staff presented and *opt in* option whereby unless a resident or businessperson automatically requests a hardcopy edition, they would receive an online version. The *opt out* version means that they would automatically receive a hardcopy edition unless they specifically checked their desire to receive an online version only. The Board discussed both options and agreed not to make any changes to the arrangement with Hometown Press.

There being no further business Mr. Paul adjourned the workshop at 8:52. p.m.

Respectfully Submitted By:



Timothy J. Tieperman, Township Manager