



## WARRINGTON TOWNSHIP BOARD OF SUPERVISORS MINUTES FOR APRIL 28, 2020 - 7:00 PM

The written minutes are a summary of the April 28, 2020 Board of Supervisors meeting. For a complete dialog visit the Township's website, [www.warringtontownship.org](http://www.warringtontownship.org).

Due to the COVID-19 crisis, this meeting and all future Board of Supervisors meetings will be held by video conferencing until further notice.

### ATTENDANCE VIA VIDEO CONFERENCING

Fred R. Gaines, Chair; Ruth L. Schemm, Vice Chair; Carol T. Baker, Member, Eileen Albillar, Member and Mark E. Lomax, Member.

Staff present was Barry P. Luber, Township Manager; Terry Clemons, Esq., Clemons Richter and Reiss, Township Solicitor (7:30 PM); Thomas Zarko, P.E., CKS Engineers, Township Engineer; Barbara J. Livrone, Executive Assistant to the Township Manager/Board Secretary.

**CALL TO ORDER:** Mr. Gaines called the meeting to order at 7:02 P.M. Mr. Gaines announced this meeting will discuss long term strategic issues.

Mr. Gaines asked for a moment of silence for the passing of the township manager's mother, Ina Luber.

### **PLEDGE OF ALLEGIANCE**

Mr. Gaines followed the Call to Order with a pledge to the flag.

### **PUBLIC COMMENT:**

Mr. Gaines stated the public can send in comments via the Zoom chat room or by email to [publicinfo@warringtontownship.org](mailto:publicinfo@warringtontownship.org)

There was no public comment.

### **EXECUTIVE SESSION REPORT**

Mr. Gaines stated an executive session was not held.

### **ANNOUNCEMENTS:**

Assistant Township Manager, Christian Jones announced that a letter will be going out to the residents who are delinquent in paying Warrington Township their water and sewer bill(s).

- **Act 15 of 2020 (formerly Senate Bill 841) signed by Governor Wolf.**

Governor Tom Wolf signed Senate Bill 841 on April 20, 2020 to help local communities and businesses respond to the COVID-19 emergency and protect the public. The bill provides flexibility on property tax deadlines, allows remote public meetings and notarization of documents so online vehicle sales can resume.

**PUBLIC HEARING:** None.

**1. APPROVAL OF BILL LIST:**

- a. 2020 Invoices for the Period April 15, 2020 to April 28, 2020 in the amount of \$418,419.41.

Ms. Baker motioned, seconded by Ms. Albillar to approve the 2020 invoices paid for the period April 15, 2020 to April 28, 2020 in the amount of \$418,419.41. All were in favor and the motion passed 5-0.

**2. CONSENT ITEMS:**

Mr. Gaines asked if any clarification was needed for the consent items as presented.

Ms. Schemm requested further discussion for Agenda Item 2d.

- a. March 10, 2020 to Approve Minutes for Board of Supervisors meeting.
- b. March 18, 2020 to Approve Minutes for Board of Supervisors meeting.
- c. April 14, 2020 to Post Minutes for Board of Supervisors meeting.
- d. Consider Resolution approving DCED grant application for Lions Pride Park – Phase 3 – Pickleball Courts and ADA Trail Connection.

Ms. Schemm suggested expanding a natural approach to Lions Pride Park including the expansion for the trail system. Ms. Schemm suggested revisiting the Pathways Plan as an environmental approach. Consider applying for a grant to keep the natural areas. Also suggested is the refurbishing of the fence. Another consideration is to placing the Pickleball Courts at Barness Park. Ms. Schemm stated there is a need for “quiet” areas and handrails for the blind.

Ms. Albillar agreed to Ms. Schemm’s suggestions but was concerned about the financial aspect.

Mr. Luber stated the funds will come from the Park and Recreation assessment fund.

Ms. Schemm motioned, seconded by Mr. Lomax to approve Consent Items a through d. All were in favor and the motion passed 5-0. (Attachment “A”)

**3. CORRESPONDENCE:**

Mr. Gaines reported on notification from Ted Dorand, External Affairs Manager, Bucks County, PECO of an upcoming electric reliability project affecting Hickory Ridge Drive and Winding Lane. PECO will notify the residents by mail of this project.

**4. OLD BUSINESS:**

- a. Consider approval to execute “Final 18-33-230 Regional Trails US 202 Parkway to Bradford Dam”.

This Agreement between Warrington Township and Delaware Valley Regional Planning Commission is for the construction of a portion of the trail from Bradford Dam to the 202 Parkway.

The Board agreed that Mr. Gaines will sign the document, prepared by DRBC.

b. **Consider authorization to apply for a left turn phase to the existing traffic signal at the Street Road/Folly Road intersection and consider approval to execute Resolution for this project.**

Mr. Zarko reported on an application to PennDOT for the addition of a left turn phase to the existing traffic signal at the Street/Folly Road intersection. This will address the concerns previously noted by Legacy Oak residents. This application will amend the permit.

The traffic signal permit application amendment will incorporate a protected-permitted left turn movement from southbound Folly Road to eastbound Street Road at the existing signalized intersection at Street Road/Folly Road.

Ms. Albillar questioned the maintenance of this device. Mr. Zarko said the Township will maintain the traffic signal device.

With the completion of “build-out” developments; i.e., Parkview at Warrington (95 units), Perry Farm at Warrington (49 units), the Reserve at Emerson Farms (100+ units) and the proposed 35 units at the McNaney property, Mr. Gaines claims that more insight should have been done than just one signal change.

Ms. Schemm motioned, seconded by Ms. Albillar to approve the application and Resolution for the left turn phase to the existing traffic signal at the Street Road/Folly Road intersection. All were in favor and the motion passed 5-0.

**5. NEW BUSINESS (ACTION/DISCUSSION ITEMS):**

a. **Consider approval to execute Resolution for start of construction activities.**

Mr. Gaines stated the Governor announced the start of construction to May 1, 2020. A Resolution has been prepared to provide stricter guidance to contactors and sub-contractors.

Mr. Clemons reported “Guidance for Businesses in the Construction Industry” while operating during the COVID-19 pandemic is attached and will be made part of the Resolution.

The Board requested the addition of a condition noting that the contractors provide a plan and an acknowledgment for each employee to review and sign. The plan will be provided to the township manager.

Ms. Baker motioned, seconded by Mr. Lomax approve the Resolution for the state of construction activities. All were in favor and the motion passed 5-0.

**6. MANAGER’S REPORT:**

a. **The effect of the Coronavirus on the Budget.**

Mr. Luber reported that the township is projecting between \$500,000 to one million dollar deficits to the 2020 budget. Personnel will be discussed during an executive session. Bucks County Consortium will hire an economic consultant to review the Act 511 taxes to be shared with the municipalities. Mr. Luber stated the biggest source of income to the township is the income tax.

**7. DEDICATION REQUEST: None.**

**8. ENGINEER'S REPORT:****a. Update**

Mr. Zarko reported that the township is working on the dedication of public improvements and open space for the Oak Creek development.

Ms. Schemm questioned the purchase of trees for this development. Mr. Gaines stated the trees will be addressed in the Fall.

Mr. Clemons gave some background information on Oak Creek development stating the developer went bankrupt. Prior years, before the current Board of Supervisors, the escrow fund was not maintained or replenished.

**9. SOLICITOR'S REPORT: None.****SUPERVISOR COMMENTS:**

Ms. Baker reported that there are a lot of trees in the Bradford Dam area that need to be removed. She complimented the Public Works Department for all of their hard work.

Ms. Baker, Veteran Affairs Committee liaison reported a majority of the committee members were in favor to cancel the Memorial Day Ceremony due to the COVID-19 pandemic. The Board of Supervisors was in agreement. Mr. Lubert will notify residents via the May E-Link and also a notice will be placed on the website. Mr. Gaines stated Veterans will be recognized during the Township's Annual Veterans Day Ceremony that will take place in November.

Mr. Lomax complimented and thanked Emergency Services (Police, Fire and Ambulance) for doing a great job.

Ms. Schemm has observed that a lot of people are using the trail system within the parks. Ms. Schemm complimented the Public Works Department for maintaining the parks.

Mr. Fred suggested for Public Works to go to the parks, PECO trail line and empty the trash bins.

Mr. Lubert stated the Public Works Department has been cutting the grass within the township. Outside contractors are not cutting grass until the "Stay at Home" order is lifted.

**ADJOURNMENT**

There being no further business, Mr. Lomax motioned, seconded by Ms. Schemm to adjourn the meeting at 8:03PM to begin a work session with the Township's Department Heads. Mr. Clemons and Mr. Zarko left the meeting.

**DEPARTMENT HEAD UPDATE WORKSESSION**

Mr. Gaines asked each department head to give a summary and update relating to their department.

**1. Roy Rieder, Director of Planning/Special Projects & Chief Zoning Officer****Walkable Community**

Mr. Rieder gave an update on the township's walkable community stating that permits are in place for the east/west component of the trail system. A grant for 2021 will be applied for Lower State Road to Pickertown

Road to Bellflower Blvd. The trail system for the north/south component of the trail system is almost complete. The township is waiting for the Sandstone development to start.

Relating to a walkable community along Street Road – there are no rights-of-way along Street Road. Required would be a lot of property acquisition and condemnation to make Street Road a walkable community. The cost would be exorbitant.

#### Zoning and SALDO Update

Bucks County Planning Commission will be submitting the first draft of the Zoning and SALDO update to the township the first week in May, 2020.

### **2. Christian Jones, Assistant Township Manager**

#### Developers Fee Schedule

Mr. Jones submitted a preliminary review of Subdivision and Land Development fees referencing similar townships within the Central Bucks region. Those municipalities were ranked for residential fees; commercial fees; residential escrow fees; commercial escrow fees; total rankings for residential and commercial fees. Those townships were Doylestown Township, Warrington Township, Warwick Township and Warminster Townships. Mr. Jones noted in Pennsylvania, subdivision and land development fees/escrow are meant to only recover costs.

Mr. Luber recommended adding Horsham and Montgomery Townships to this report. Mr. Luber also recommended taking in consideration each employee's time spent reviewing development application and review process by adding their wage and benefits into the calculation. Mr. Gaines also suggested adding administrative costs.

### **3. Dan Friel, Chief of Police**

#### General Update

Chief Friel gave an update on the police station, strict guidelines for the officers during the COVID-19 pandemic; response plan for the virus outbreak that went into effect March 15<sup>th</sup>; instituted on-line reporting for non-emergency calls on March 17<sup>th</sup>; recognized businesses who donated meals and supplies; testing facilities; scams; stolen vehicles and petty thefts are on the rise. There have been 62 accidents reported within the last six weeks. The police department's annual awards ceremony has been postponed, along with training and community events.

Chief Friel announced the hiring of a new police officer, Kimberly Errigo.

### **4. Barry Luber, Manager**

#### Warrington Community Day and plans for possible future crisis.

Mr. Luber stated a decision has not been made regarding the September 26, 2020 Warrington Community Day. The Township is waiting for direction from the Governor.

### **5. Andy Oles, Director of Parks and Recreation**

#### Warrington Mary Barness Community Pool Update

Mr. Oles reported due to the COVID-19 pandemic, the decision will have to be made to open the pool or delay the opening. Mr. Oles contacted 16 pools and one has closed and another one is postponing their delay. Discussed was the length of time to open the pool and the expense involved. Mr. Oles stated the decision will

be upon the direction of the Governor and Health Department. A plan will be implemented to enforce health and safety operations.

Mr. Oles suggested opening the pool on June 13, 2020. The Township will comply with all state and county guidelines as it relates to social distancing, public gatherings, and the wearing of personal protection items.

Mr. Lomax thanked Mr. Oles and the Swim Steering Committee for the information.

**6. Lee Greenberg, Director of Codes and Emergency Services**

Coronavirus Update

Mr. Greenberg has been given the Board of Supervisors, the Township Manager and residents' daily updates on the pandemic.

The Code Enforcement Department plans to return to the field. However, if an inspector cannot operate safely, they will not complete the inspection.

The Fire Marshal will continue to work from home, along with the Building Department (office and home).

Mr. Greenberg presented the Board with a business continuity plan noting its mission statement, scope of work, concept of operations which includes four phases.

Emergency Services

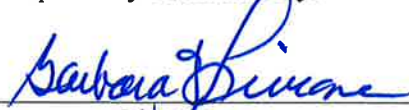
Mr. Greenberg noted COVID-19 has been a challenge, unlike any other in the past. Services have been provided to public safety partners. Mr. Greenberg recognized Lowe's and Home Depot for providing goods.

Ms. Schemm thanked all of the emergency services personnel for all of their hard work.

Mr. Lomax thanked Mr. Greenberg for all of the daily updates.

Mr. Gaines closed the work session at 9:17 pm.

Respectfully Submitted By:

  
Barbara J. Livrone, Board Secretary

## Attachment "A"

### Consent Agenda – April 28, 2020

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.

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

- a. March 10, 2020 to Approve Minutes for Board of Supervisors meeting.
- b. March 18, 2020 to Approve Minutes for Board of Supervisors meeting.
- c. April 14, 2020 to Post Minutes for Board of Supervisors meeting.
- d. Consider Resolution approving DCED grant application for Lions Pride Park- Phase 3-Pickleball Courts and ADA Trail Connection.

This Phase 3 project which consists of pickleball courts and ADA trail connection fits the goals of Lions Pride Park being a multi-generational park by adding a facility that can be used for all, but will be especially popular with the older population while promoting physical activity. The DCED grant will contribute to the funding of Phase 3.