



**WARRINGTON TOWNSHIP BOARD OF SUPERVISORS
MINUTES FOR NOVEMBER 10, 2020 - 7:00 PM**

The written minutes are a summary of the November 10, 2020 Board of Supervisors meeting. For a complete dialog visit the Township's website, www.warringtontownship.org.

Due to the increase in COVID-19 cases, this meeting and all future meetings will only be available to the public by video conferencing (Zoom). The recorded meeting can be viewed the day after through the Township's website, www.warringtontownship.org

ATTENDANCE VIA VIDEO CONFERENCING (ZOOM)

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

Staff present was Barry P. Luber, Township Manager; Vicki Kushto, Esq., Clemons Richter and Reiss, Township Solicitor; Tom Zarko, P.E., CKS Engineers, Township Engineer; Christian Jones, Assistant Township Manager; John Marcarelli, Director of Finance; Police Chief Dan Friel and Barbara J. Livrone, Executive Assistant to the Township Manager/Board Secretary.

CALL TO ORDER: Mr. Gaines called the meeting to order at 7:00 P.M. Mr. Gaines welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

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

Following is a listing of people who attended the November 10, 2020 Board of Supervisors meeting via Zoom:

- Seth Gansman
- Mike Kelly
- Shirley Yannich

PUBLIC COMMENT:

Mike Kelly (135 Muirfield Lane) complimented the Board of Supervisors and Township Manager on the design of Lions Pride Park. Mr. Kelly said it is an asset to the community to be enjoyed by all.

EXECUTIVE SESSION REPORT:

Mr. Gaines stated an executive session was not held.

PRESENTATION OF 2021 PROPOSED BUDGET AND 2021-2025 CAPITAL IMPROVEMENT PLAN

Mr. Marcarelli presented the Proposed Operating and Capital Budgets for 2021. Mr. Marcarelli noted the revenues, expenditures and all funds. The budget was advertised October 28, 2020 and is made available for public inspection. The advertisement must be made twenty days prior to the adoption of the budget.

Ms. Baker questioned the impact of COVID-19 on the 2021 budget. Mr. Marcarelli stated the township is planning on a normal year but adjustments will be made if necessary.

Ms. Schemm questioned the funding for a new police officer. Mr. Luber stated the township is planning on hiring a police officer in April but this could be deferred if the economy shuts down.

Mr. Marcarelli stated the largest revenue for 2021 is the Earned Income Tax, followed by Real Estate taxes. Both revenues will be closely monitored.

Mr. Luber stated \$800,000 is being transferred from the water and sewer operating fund to balance the budget.

Mr. Lomax questioned the expenses the township has to incur for the hiring process of a new police officer.

Chief Friel said the township's insurance company; Delaware Valley Trust pays for a lot of the costs. Costs to the township are minimal.

Mr. Albillar stated the 2021 Proposed Budget's narrative; history and justification of funds are readable in layman's terms. Ms. Albillar thanked Mr. Luber and Mr. Marcarelli for all of their efforts and hard work in the preparation of the budget. Mr. Marcarelli thanked Assistant Finance Director, Amy Organek for all of her work.

The 2021 Budget is tentatively scheduled to be voted on during the November 24, 2020 Board of Supervisors meeting.

A motion was made by Ms. Albillar, seconded by Mr. Lomax for the advertisement of the proposed 2021 budget. All were in favor and the motion passed 5-0.

ANNOUNCEMENTS:

- New Bucks County Grant will cover delinquent mortgages resulting from COVID-19.

Ms. Albillar reported a new grant program is being offered by Bucks County Department of Housing and Community Development to provide foreclosure counseling services and financial assistance for those struggling with mortgage payments due to COVID-19. Ms. Albillar noted other agencies and also calling 211 for assistance.

- Mr. Luber noted two upcoming township events: Veteran Affairs Committee is holding a Veterans Day Ceremony on November 11th. The dedication of the new police station will take place on November 13th.
- Chief Friel stated the establishment of the Warrington Police Force took place on November 10, 1970. This 50 year celebration will take place during the spring of 2021.

PUBLIC HEARING: None.

1. APPROVAL OF BILL LIST:

- a. **2020 Invoices for the Period October 28, 2020 to November 10, 2020 in the amount of \$2,458,540.85.**

Ms. Schemm motioned, seconded by Ms. Baker to approve the 2020 invoices paid for the period October 28, 2020 to November 10, 2020 in the amount of \$2,458,540.85. 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.

Mr. Lomax requested clarification for Agenda Item E. Ms. Albillar requested clarification to Agenda Item F.

Ms. Albillar motioned, seconded by Mr. Lomax to approve Consent Items A through F. All were in favor and the motion passed 5-0. (Attachment "A")

- a. **October 13, 2020 to Approve Minutes for Board of Supervisors meeting.**
- b. **October 27, 2020 to Post Minutes for Board of Supervisors meeting.**
- c. **Consider Certificate of Completion # 1 for Grove Valley Farm in the amount of \$186,139.00.**
- d. **Consider Certificate of Completion #3 for Aspen Mill Tract: 2436 W. Street Road in the amount of \$31,709.00.**
- e. **Consider approval of Final Notices to Water and Sewer Customers with Outstanding Balances.**

Mr. Lomax recognized Christian Jones for all the work he has accomplished with the preparation of the final notices that will be mailed out to water and sewer customers with outstanding balances. Notices will be mailed out with a final payment deadline date of November 30, 2020.

- f. **Consider approval of a Street Tree Ordinance to amend Chapter 294 Streets and Sidewalks (advertised November 3, 2020).**

Ms. Albillar asked for further clarification of the street tree ordinance. Ms. Kushto stated this Ordinance is to clear up language regarding street trees that are within the right-of-way which are the responsibility of the township.

3. CORRESPONDENCE: None.

4. OLD BUSINESS:

- a. **Consider authorization to approve an Ordinance to amend Chapter 16 of the Township Code relating to Firearms and Hunting (advertised November 2, 2020)**

Ms. Kushto reported an exception was added to this Ordinance stating the amendment does not apply during a scheduled or sanctioned hunt, which is approved in writing by the Board of Supervisors.

Ms. Baker motioned, seconded by Ms. Schemm to approve an enactment of an Ordinance to amend Chapter 16 of the Township Code relating to Firearms and Hunting. All were in favor and the motion passed 5-0.

5. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

- a. **Consider Addendum to the Delaware Valley Health Trust Agreement.**

Mr. Luber reported the township's insurance company; Delaware Valley Trust is offering a discount for signing a two (2) year term contract. This would result in a \$60,000 savings to the township.

Mr. Lomax questioned the amount of increases year-to-year. Mr. Luber stated the approximate increase from DVT is between 4 to 7% each year.

Ms. Baker motioned, seconded by Ms. Schemm to approve an addendum to the Delaware Valley Health Trust Agreement. All were in favor and the motion passed 5-0.

b. Consider appointment of an Ad Hoc Planning Committee for the McNaney Tract, 545 Folly Road, TMP # 50-010-014.

Mr. Gaines stated this proposed development is seeking to develop an age-restricted community. One of the duties of the Ad Hoc Planning Committee would be to enter into an addendum agreement with Legacy Oaks. The Board of Supervisors would like to conserve the existing dwelling on this parcel.

The Ad Hoc Committee would consist of the following members:

- 2 members of the Planning Commission
- 2 members of the Association
- 2 members of the Deluca/McNaney team
- 1 township staff person – Christian Jones
- 1 supervisor – Ruth Schemm

Mr. Lomax motioned, seconded by Ms. Albillar to support the Ad Hoc Planning Committee for the McNaney Tract, 545 Folly Road, TMP # 50-010-014. All were in favor and the motion passed 5-0.

6. MANAGER'S REPORT:

a. Transition of payroll service providers.

Mr. Marcarelli reported that the current payroll company is not responsive to questions that need immediate answering and this company has poor customer service.

Mr. Marcarelli is recommending AccuPay, who has a lot of experience with municipal payrolls. Additionally, their expenses are less than the current provider. The start time is proposed for January 2021.

Ms. Albillar questioned the length of time with the current payroll provider and are there other reasons for the change in companies. Mr. Lubber stated the current company promised a dedicated representative two (2) years ago to be assigned to the township and has not lived up to their agreement.

7. DEDICATION REQUEST:

a. Consider Resolution Denying Request to Dedicate Public Improvements constructed in conjunction with High Grove Manor Subdivision.

Mr. Zarko reported the developer for the High Grove Manor subdivision requested a final inspection for final dedication. Mr. Zarko stated there a number of items that need to be addressed on the Punch List.

Mr. Schemm motioned, seconded by Ms. Albillar to approve the Resolution denying the developer's request to dedicate public improvements constructed in conjunction with the High Grove Manor subdivision. All were in favor and the motion passed 5-0.

8. ENGINEER'S REPORT:

a. General Update - none.

b. Comments from Warrington Township Planning Commission on the Shelly Air Quality Permit.

Mr. Zarko stated Shelly Funeral Home, located at 1460 Easton Road is zoned C-2. The funeral home wants to build a 708' accessory building for a crematory. Mr. Shelly is making application to DEP for an air quality permit. The Planning Commission is generally supportive of the project. Mr. Shelly is requesting a waiver of land development. This is a commercial use and a waiver would need to be approved by the Board of Supervisors.

Mr. Gaines stated the Warrington Environmental Advisory Council has no exception to the building. Mr. Gaines asked if there were any open space issues. Mr. Zarko reported there are none.

9. SOLICITOR'S REPORT:

a. WT ZHB 20-20, 382 Easton Road LLC, 382 Easton Road, special exception to allow a school in the C2 Zoning District.

The applicant is seeking to change the existing commercial recreational use of the building and convert the building for use as a licensed private and special education school ranging from grades 9 through 12.

Ms. Schemm questioned the parking at this location, area for outdoor activities, and space for emergency vehicles.

Ms. Albillar questioned buses entering and exiting onto 611.

Ms. Kushto said according to the application and plan, there are 38 parking spaces and buses could come in and out onto 611.

Mr. Gaines suggests a traffic study be completed and the township receives permission from the Fire Marshal.

Public Comment:

Mike Kelly (135 Muirfield Lane) asked about pressure for a fire suppression system.

Seth Gansman (903 Bentley Court) was concerned about noise or surrounding activity adversely affecting the students.

A motion was made by Ms. Baker, seconded by Ms. Albillar to advise Ms. Kushto to send a letter to the Zoning Hearing Board expressing the Board of Supervisors' concerns over traffic, access for Emergency Services, bus circulation, no outside space, availability of parking, noise, sprinklers and no sidewalks for this proposed school at 382 Easton Road.

b. WT ZHB 20-21, Flores, 2231 Tohickon Lane, variance for excess impervious cover.

The applicant is seeking to construct an in-ground swimming pool and additional concrete decking using 26.5% impervious surface coverage.

Mr. Lomax motioned, seconded by Ms. Schemm for the Board of Supervisors to remain neutral but direct Ms. Kushto to forward a letter to the Zoning Hearing Board outlining conditions that the trees are protected by stormwater management and there is a maintenance requirement along with obtaining an easement. All were in favor 4-1 with Mr. Gaines abstaining.

SUPERVISOR COMMENTS:

Mr. Lomax thanked all the volunteers during the November 3rd General Election.

Mr. Gaines thanked the residents of Warrington Township that there very few problems during the General Election.

Mr. Gaines stated the Environmental Advisory Council (EAC) discussed the new zoning ordinance on wetlands and will be making some exceptions to the draft.

Mr. Gaines also reported that the EAC is organizing a collection for small electronics and they are working with a recycling firm.

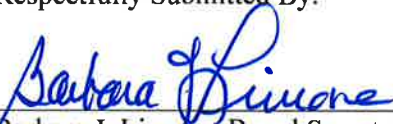
Mr. Gaines said the EAC is also sending a letter to oppose HB 1808 for the conversation of plastics to fuel.

Mr. Gaines announced Veterans Day will be celebrated on November 11th at the Township.

ADJOURNMENT

There being no further business, Mr. Lomax motioned, seconded by Ms. Baker to adjourn the meeting at 8:53 PM.

Respectfully Submitted By:



Barbara J. Livrone, Board Secretary

Attachment "A"

Consent Agenda – November 10, 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 F** on the Consent agenda.

- a. **October 13, 2020 to Approve Minutes for Board of Supervisors meeting.**
- b. **October 27, 2020 to Post Minutes for Board of Supervisors meeting.**
- c. **Consider Certificate of Completion # 1 for Grove Valley Farm in the amount of \$186,139.00.**

CKS Engineers, Inc. verified all the items for public/site improvements in the reduction request have been satisfactorily completed by the project developer.

- d. **Consider Certificate of Completion #3 for Aspen Mill Tract: 2436 W. Street Road in the amount of \$31,709.00.**

CKS Engineers, Inc. verified all the items for public/site improvements in the reduction request have been satisfactorily completed by the project developer.

- e. **Consider approval of Final Notices to Water and Sewer Customers with Outstanding Balances.**

Final Notice letters will be mailed to delinquent water and/or sewer customers if balances are not paid by November 30, 2020.

- f. **Consider approval of a Street Tree Ordinance to amend Chapter 294 Streets and Sidewalks (advertised November 3, 2020).**

Chapter 294, Streets and Sidewalks is amended to revise Section 294-39 to focus on Maintenance.