



**WARRINGTON TOWNSHIP BOARD OF SUPERVISORS
MINUTES FOR SEPTEMBER 11, 2018**

The written minutes are a summary of the September 11, 2018 Board of Supervisors meeting. For a complete dialog visit the Township's website, 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. Ms. Yannich welcomed the residents who came to the meeting and also the people watching the meeting live.

Ms. Yannich also offered a moment of silence to honor the 911 victims.

PLEDGE OF ALLEGIANCE

Ms. Yannich followed the Call to Order with a pledge to the flag.

EXECUTIVE SESSION REPORT

Ms. Yannich stated there was no executive session held.

PRESENTATION OF 2017 AUDITED FINANCIAL STATEMENTS BY MAILLIE, LLP

Anthony Rapp, Auditor from Maillie, LLP presented the Township audit as of December 31, 2017. Also present was Cassandra Williams, Director of Finance.

Mr. Rapp summarized the required communication under Statement of Audit Standard 114 and 115; audit scope and timing and the review of the financial report. The review of the financial report included the statement of net assets, statement of activities, general fund, water and sewer, pension trust footnotes and budget to actual.

Ms. Albillar question some items listed in the report, i.e., deposits.

Ms. Schemm asked if the grant funds were segregated within the budget. Mr. Luber stated all grants (local, county, federal, private) have a different line item in the budget.

UPDATE AND DISCUSSION OF THE PROPOSED POLICE BUILDING.

Mr. Zarko, Chair of the Ad Hoc Police Building Design Committee stated the last meeting date that the committee met was August 28th. Presently, the committee is waiting for a cost estimate from the architect. The committee's next meeting is September 27th.

Mr. Zarko gave an update to the Request for Proposal for a construction management services company as recommended by the Ad Hoc Committee.

Ms. Schemm requested that three firms be interviewed by using a ranking system.

Mr. Gaines stated the RFP is a professional service contract. The interested companies will submit two sealed envelopes within one package. The first envelope will be reviewed to eliminate any unqualified firms. A fee proposal will be submitted in the second sealed envelope. The selection committee will pick the most qualified firms and then review the fee proposals.

Ms. Yannich questioned minority companies and the township's obligation to comply.

Mr. Gaines motioned, seconded by Ms. Schemm to authorize advertisement of a Construction Management Services Request for Proposals for the new police building. All were in favor, 5-0.

PUBLIC HEARING: None.

1. APPROVAL OF BILL LIST:

a. Invoices for the Period August 29, 2018 to September 11, 2018 in the amount of \$2,012,574.51

Ms. Albillar noted some expenses assessed to Open Space fund were categorized in error and need to be moved to another fund.

Ms. Schemm requested that the location for a basketball court expense be added.

Mr. Gaines moved, seconded by Ms. Baker to approve the invoices paid for the period August 29, 2018 to September 11, 2018 in the amount of \$2,012,574.51. All were in favor 5-0.

2. CONSENT ITEMS:

Ms. Yannich read each consent item and asked if any clarification was needed for the consent items as presented. (Attachment "A")

Mr. Gaines moved, seconded by Ms. Baker to approve Consent Items A through C, E through G and J. All were in favor 5-0.

a. August 14, 2018 to Approve Minutes for Board of Supervisors meeting.

b. August 23, 2018 to Post Minutes for Ad Hoc Police Building Design Committee meeting.

c. August 28, 2018 to Post Minutes for Board of Supervisors meeting.

d. Consider approval of the Pension Boards recommendation to consider a .8% COLA to Uniform and Non-Uniform Pension Plans.

Ms. Yannich requested an explanation of both plans. Mr. Clemons stated the Pension Board recommends authorizing a .8 percent increase to both plans. COLA has not been granted since 2011.

Ms. Schemm motioned, seconded by Mr. Gaines to table the request until more written documentation is obtained. All were in favor 5-0.

e. Consider Resolution and Deed of Dedication accepting Dedication of the Water/Sewer Mains at the Townhomes on the Fairways and Grant Sanitary Sewer and Water Utility Easements.

f. Consider approval of Curtin and Heefner as Bond Counsel.

Ms. Schemm questioned if the selection of a bond counsel was opened up to other competitive counsels.

Mr. Luber stated the Township has established a relationship with Curtin and Heefner and their fees are responsible.

g. **Consider approval of Concord Public Financial Advisors, Inc., as financial advisor for upcoming bond issue.**

Ms. Schemm questioned if the selection of a financial advisor was opened up to other competitive advisors.

Mr. Luber stated the Township has established a relationship with Concord Public Financial Advisors and their fees are responsible.

h. **Consider recommendation with AXA Advisory to provide a 457 Plan to Township Employees.**

Ms. Albillar asked if there were any additional costs to the Township for providing a third 457 Plan. Mr. Luber stated there are not any costs to the Township. It is optional for the employee to choose another 457 plan as an additional benefit.

Ms. Baker questioned a 457B Plan relating to the township managers contract.

Ms. Baker motioned, seconded by Mr. Gaines to table the consideration of an additional 457 plan until more information is obtained. All were in favor 5-0.

i. **Consider authorization to advertise for bids for the Upper Area (western end) Booster Station Improvements.**

Mr. Gaines questioned a portable auxiliary generator was better for the booster station or if a stationery generator would be suited as an additional backup system. Mr. Gaines expressed concern about power outages.

Mr. Zarko stated the improvements needed to the Upper Area Booster Station are part of the ANG project and pumps are needed for this system.

Mr. Gaines motioned, seconded by Ms. Albillar to table the authorization to advertise for bids for the Upper Area (western end) Booster Station Improvements requesting more information. All were in favor 5-0.

j. **Consider approval of agreement to vacate Garden Avenue and to advertise an Ordinance to vacate Garden Avenue.**

3. **CORRESPONDENCE:** None.

4. **OLD BUSINESS:**

a. **Consider approval of agreement with PBA for officer compensation for new canine unit.**

Ms. Yannich stated a letter dated August 13, 2018 from Officer Blanchard, President of the Warrington Township Police Benevolent Association (PBA) was submitted requesting compensation for K-9 handlers as it relates to off-duty care.

Ms. Gaines motioned, seconded by Ms. Schemm to accept the compensation letter from Officer Blanchard as an agreement with the PBA for the new canine unit. All were in favor 5-0.

b. **Consider approval for Chief Dan Friel to execute contract for the purchase and training of two (2) canines.**

Mr. Gaines questioned the replacement of the dog and training of the new dog if the dog does not conform or has health issues.

Ms. Baker moved, seconded by Ms. Schemm to execute the contract for the purchase and training of two (2) canines with PennVet Working Dog Center. All were in favor 5-0.

c. **Consider approval for two (2) Police Patrol SUV's for Canine Unit.**

Ms. Yannich questioned the availability for ramps to be installed for the dogs to enter the vehicles.

Mr. Luber explained the Costar program which is a state bidding program.

Chief Friel stated he used Costars and obtained three quotes.

Mr. Gaines moved, seconded by Ms. Albillar to approve the purchase of two (2) Police Patrol SUV's for the Canine Unit. All were in favor 5-0.

d. **Consider approval of Conditional Use Decision and Resolution for Preliminary/Final Plan Approval for Chick-fil-A, Warrington Crossing Center, TMP # 50-031-027.**

Ms. Yannich explained that Chick-fil-A is adding a second drive through lane and a 352 square foot kitchen to their property at Warrington Crossing Center.

Mr. Gaines stated the Planning Commission reviewed this project for over a year and Chick-fil-A went out of their way to accommodate the wishes of the Township.

Mr. Gaines motioned, seconded by Ms. Baker to approve the Decision for the Conditional Use for Chick-fil-A, Warrington Crossing Center, TMP # 50-031-027.

Ms. Yannich questioned the financial agreement for Chick-fil-A. Mr. Clemons stated it is written in the financial agreement is included in the Resolution for the preliminary/final plans of land development for Chick-fil-A.

Mr. Gaines motioned, seconded by Ms. Schemm to approve the Resolution for Preliminary/Final plan for Chick-fil-A, Warrington Crossing Center, TMP # 50-031-027. All were in favor 5-0.

5. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

a. **Consider funding for Historic Restoration of County Line Schoolhouse located at 10 Folly Road.**

Chair of the Historic Commission, Dr. Connie Ace explained the history of the old schoolhouse and offered a proposal to fund the historic restoration of the County Line Schoolhouse located at 10 Folly Road. The recommendation of the Historic Commission is to use \$150,000 from the open space funds. The Historic Commission and Historical Society interviewed architects and recommended Ralph Fey Architects from Doylestown. Mr. Fey estimates \$139,500 for construction costs and \$9,500 for architect fees. The Historical Society will oversee the construction and restoration of the work. The Historic Commission and Historical Society will continue fundraising to offset the costs beyond the requested \$150,000 from Township open space funds. The schoolhouse will become a museum.

Historical Society member, Ken Samen stated that the society has collected a lot of photos, farm tools, chairs, tables, etc., all having historic value. A fire plate was collected that was placed on homes to determine what fire company served the property, as noted by Dr. Ace.

Mr. Gaines motioned, seconded by Ms. Schemm to authorize the Township Solicitor to prepare a grant agreement awarded in the amount of \$150,000 to the Historic Commission and Historical Society for the restoration of the 10 Folly Road Schoolhouse. All were in favor 5-0.

6. MANAGER'S REPORT:

a. Consider contract with Hartford for Life and Disability Insurance policies for Township employees.

Human Resources Manager, Ms. Frescatore presented and summarized the disability and life insurance carrier from the current insurance company, the Standard and also summarized the coverage under the proposed insurance company, the Hartford. To obtain coverage under the Hartford, the cost savings to the Township would be over \$6,000 per year.

Ms. Albillar motioned, seconded by Ms. Schemm to enter into a contract with Hartford for life and disability insurance policy coverage for township employees. All were in favor, 5-0.

7. DEDICATION REQUEST: None.

8. ENGINEER'S REPORT: None.

9. SOLICITOR'S REPORT:

Mr. Clemons stated two zoning board hearings are scheduled. One is for a variance for impervious surface and the other is for an in-law suite. No action is required from the Board of Supervisors.

SUPERVISOR COMMENTS:

Ms. Schemm presented a brochure produced by the Open Space and Land Preservation Committee. Ms. Schemm stated the brochure will be a valuable tool for the homeowner.

Ms. Baker reported the Water and Sewer Department hired a part-time intern that is being funded by a grant from the Bucks County Association of Township Officials.

Mr. Gaines stated the Environmental Advisory Council will be presenting a brochure at Warrington Community Day.

Mr. Gaines stated on Somerset Walk, a stormwater basin has been converted to a naturalized basin and has created an issue which is being investigated.

Ms. Yannich and Ms. Albillar attended the first "Coffee with a Supervisor" on Saturday, September 8th at the Village Bagel.

Ms. Yannich reported an article submitted to the Link by a Central Bucks School Board member was not published in the Fall Link. A letter of apology will be mailed to the board member. Ms. Schemm suggested a liaison to the Link should be appointed in case submission questions arise.

Mr. Luber announced on Sunday, September 9, 2018 starting at 7:00 am at the Mary Barnes Tennis and Swim Club, the third annual Triathlon/Duathlon took place. This is a fundraiser for the Warrington Cares Employee Charity. The prime sponsor is Fulton Bank and other sponsors include CKS and Premier Technology.

Warrington Day is scheduled for Saturday, September 22nd at the John Paul Park @ Lower Nike. All activities are free. A fireworks display set to music will begin at dusk at the Upper Nike Park.

Public Comment:

Milan Sheth (2922 Maggie Way) asked if any progress was made with Cutler to complete the paving of the road. Mr. Zarko stated on the punch list is the work to apply the final paving layer late September, 2018.

ADJOURNMENT

There being no further business, Mr. Gaines moved, seconded by Ms. Yannich to adjourn the meeting at 9:52 PM.

Respectfully Submitted By:



Barbara J. Livrone, Board Secretary

ATTACHMENT "A"

Consent Agenda – September 11, 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. **August 14, 2018 to Approve Minutes for Board of Supervisors meeting.**
- b. **August 23, 2018 to Post Minutes for Ad Hoc Police Building Design Committee.**
- c. **August 28, 2018 to Approve Minutes for Board of Supervisors meeting.**
- d. **Consider approval of the Pension Boards recommendation to consider a .8% COLA to Uniform and Non-Uniform Pension Plans.**

The cost of living index for the Philadelphia area for 2017 was .8%. The Board of Supervisors may grant a COLA (cost of living adjustment) to retirees.

- e. **Consider Resolution and Deed of Dedication accepting Dedication of the Water/Sewer Mains at the Townhomes on the Fairways and Grant Sanitary Sewer and Water Utility Easements.**

This is to accept the sewer mains and related items for the Townhomes on the Fairways which was constructed in the 1980's. The Township's intent was to accept dedication in the 1980's, but that never happened. This acceptance of dedication is the result of negotiations between the Township and the Townhomes.

- f. **Consider approval of Curtin and Heefner as Bond Counsel.**

As the Township is planning on issuing bonds to fund capital projects, bond council is necessary. Curtin and Heefner was bond council for the 2016 bank loan and did a good job. Staff is recommending that we continue to use them for the upcoming bond issue.

- g. **Consider approval of Concord Public Financial Advisors, Inc., as financial advisor for upcoming bond issue.**

As the Township is planning on issuing bonds to fund capital projects, a financial advisor is advantageous. Concord Public financial Advisors were the financial advisors for the 2016 bank loan and did a good job. Staff is recommending that we continue to use them for the upcoming bond issue.

- h. **Consider approval of a plan agreement with AXA Advisory to provide a 457 Plan to Township Employees.**

The Township currently has two 457 Plan providers for township employees to use to save for retirement. This approval would add third company, AXA Advisory, as a provider.

- i. **Consider authorization to advertise for bids for the Upper Area (western end) Booster Station Improvements.**

This project will add a booster station to the western end of the township to facilitate water supply from North Wales Water Authority.

- j. **Consider approval of agreement to vacate Garden Avenue and to advertise an Ordinance to vacate Garden Avenue.**

This action is to eliminate a paper street to facilitate the development of an Auto Zone/NTB on Easton Rd. (near Chickies and Petes)

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