



**WARRINGTON TOWNSHIP BOARD OF SUPERVISORS
MINUTES FOR February 8, 2022 - 7:00 PM**

The written minutes are a summary of the February 8, 2022 Board of Supervisors meeting. For a complete dialog visit the Township's website, www.warringtontownship.org.

This meeting was held hybrid both in person at the Township building and via Zoom link. The recorded meeting can be viewed the day after through the Township's website, www.warringtontownship.org

Supervisors: Chair Fred R. Gaines; Vice Chair Eileen Albillar; Ruth Schemm, Member, Michael Diorka, Member; Vanessa Maurer, Member

Staff present: Barry P. Luber, Township Manager; Vicki Kushto, Esquire, Clemons Richter Reiss, Township Solicitor; Tom Zarko, P.E., CKS Engineers, Township Engineer; Christian Jones, Assistant Township Manager; Andy Oles, Parks and Recreation Director (via Zoom); Jen Fielding, Executive Assistant to the Township Manager/Board Secretary.

CALL TO ORDER: Mr. Gaines called the meeting to order at 7:03 P.M.

There were a total of 17 people who attended both in person and via Zoom. The meeting is also "streamed" on the Warrington Township TV channel, so other interested parties are always welcome to watch the meeting using this option.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT *(The Board will hear from any interested resident or taxpayer who would like to comment on an item not on this evening's agenda. Respondents are asked to keep their comments to 3 minutes.)*

EXECUTIVE SESSION

Mr. Gaines reported that there was an Executive Session prior to this public meeting to discuss police personnel issues.

PRESENTATION - GKO Architects presentation on Façade improvements to Township building

Mr. O'Rourke with GKO Architects explained the renovation to the façade of the Township building, indicating that the exterior stone will resemble the new police station. It will also feature natural light by adding windows across the rear of the building.

Mr. Gaines asked about any potential mold issues under the existing façade. Mr. O'Rourke will work with the manufacturer of Dryvit, which is the company that manufactured the current wall materials.

Mr. Diorka asked about scope creep. Mr. Luber and Mr. O'Rourke explained that the project would have contingencies and Mr. O'Rourke will be acting as the General Contractor on this

project and will personally review all change orders. The tentative proposed timeline would be: 1) authorize to bid in May; 2) bids come in June; 3) work completed by November. Mr. O'Rourke does not anticipate any disruptions to staff in the offices where windows will be added and there will be temporary closures installed.

Mr. Mike Kelly, 135 Muirfield Lane asked about the warranty for the Dryvit It product on the exterior of the building. Mr. O'Rourke said they will evaluate the current warranty and once work is completed, determine whether there is a new warrant available.

1. NEW BUSINESS: none

2. OLD BUSINESS:

a. Consider approval of Resolution adopting the 2022 Budget in the amount of 28,300,677.

Mr. Luber reiterated that the adopted budget had been advertised and staff received no public comment. This is just the formal adoption of the budget. There were no questions and no discussion.

Ms. Albillar made a Motion to approval of Resolution adopting the 2022 Budget in the amount of 28,300,677; Ms. Maurer seconded; All in favor, the Motion passed 5-0.

b. Consider Approval of Increasing Pool Fees on the Fee Schedule for the 2022 Pool Season

Mr. Oles explained that there had been no changes since the last meeting.

Mr. Diorka made a Motion to Approve Increasing Pool Fees on the Fee Schedule for the 2022 Pool Season; Ms. Albillar seconded. All in favor, the Motion passed 5-0.

c. Discussion of Protecting Township Open Space

Ms. Schemm would like to increase public awareness about open space within the Township and would like to work with Land Trust of Bucks County in order to do so. She believes that this conservancy is a better fit for Warrington Township than our current conservancy. She explained the easements on Millcreek, which has already been protected. Warrington Supervisors, Bucks County and Natural Lands signed the easement and Natural Lands holds the easement.

Two other parcels for immediate consideration include: Emerson Farm (67 acres between Street and Pickertown Roads on Lower State Road) and Weisel (90 acres of open space acquired from development of land on Pickertown road near Millcreek Road).

Additional parcels to consider in the future: Laurel Crossing (on County Line Road near Stump Road) and Grove Valley (on Limekiln Pike above County Line Road).

Mr. Kelly requested an explanation of what a land trust does? How often do they review the parcel? Do they enforce code violations? Ms. Schemm and Ms. Kushto responded. Land trusts hold the easements, conduct annual inspections and make sure the letter of the law is being followed. If there are any concerns regarding a potential violation, then yes – they do have enforcement rights. All open spaces do not have easements currently. Some of the smaller parcels might not need easements. Ms. Schemm said the Township is looking into ways to protect all the open space without having each parcel to require an easement. Currently, there are over 1,000 acres of open space in the Township.

Ms. Schemm made a Motion for Mr. Luber to request a Proposal from Lands Trust of Bucks County to protect Emerson Farm and Weisel Open Space parcels with easements; Mr. Diorka seconded. Ms. Schemm, Mr. Diorka, Ms. Albillar and Ms. Maurer voted in favor of the Motion. Mr. Gaines abstained for reasons that he would like to see an additional request for proposal. The Motion passed 4-0.

d. Discussion about Total Budget for Lions Pride Park Community Room

Ms. Schemm introduced this item and asked Mr. Diorka to comment. Mr. Diorka, as the Board liaison to the Community Room Task Force, indicated that the discussions have included pushing the \$1.1 million authorized budget for this item to a possible \$1.3 million for additional features, including rearranging the entrance, parking lot changes or a patio. The concept of phases was also raised.

While there have been many suggestions made at the Task Force meetings, Ms. Albillar said that the Board of Supervisors will take these into consideration, but only within the \$1.1 million budget.

Mr. Luber reiterated that the Lions Pride Park always included a community room of some sort. Ms. Maurer would like to see that the needs vs wants are being addressed and kept within reason and within the requests of the residents who will be using this community room. Mr. Luber reported that Mr. McCann is the residential liaison to the Task Force and has provided positive feedback regarding recommendations.

Mr. Diorka asked if the Lions contributed at all to the community room and Mr. Luber indicated that they have not made a contribution to the community room. Mr. Luber stated that the Lions Club is not part of the Community Room project but that the name, Lions Pride Park Community Room is named as such due to it being part of the Lions Pride Park.

Ms. Schemm asked about building a smaller building, but a better quality building might be the solution. Mr. Diorka indicated that 2,200 square feet is not big. Ms. Albillar reiterated that park rules are not being changed for this community room, including the Dark Skies Resolution and dawn-to-dusk rules.

Mr. Diorka would like to be sure that all future agendas and discussion on the Task Force should adhere to the \$1.1 million budget. Ms. Albillar indicated that it was ok to dream and consider other options, recognizing that in the end, the committee must stay within the \$1.1 million budget.

Ms. Maurer further indicated that the Utility Fund should only be earmarked for capital projects and that she would recommend a Resolution in the future addressing that monies from this fund would only go to capital projects and only spent with community input.

3. SUPERVISOR COMMENTS:

Ms. Schemm – Ms. Schemm reported back to the Board regarding the topic from the last meeting about Committee liaisons: their roles, structure, etc.

She presented a document (attached) that outlines how communication is lacking between the liaisons and the other committees. She would like to see the work of the liaisons posted on the website for all to review, in addition to the formal Minutes from any committee meeting. Action: Mr. Luber will work with Ms. Wilson to post this information.

Ms. Albillar thanked Ms. Schemm for this document and her behind-the-scenes work on this topic. She agreed that communication is key and also understanding what the role of the liaison is.

Mr. Diorka thanked Ms. Schemm and cited an example within the Parks and Recreation Board on which he previously served that the roles of the liaisons was unclear as there was no statement nor structure provided. He further reported that the Minutes from committee to committee are inconsistent with regard to Minutes and would like to see some definition and structure to these. He further requested that the Board consider a marketing strategy for advertising for volunteers on the Township committees.

Ms. Maurer thanked Ms. Schemm. She would like greater clarity on the Mission statements of each committee as she has visited several committees since becoming a Supervisor and was unclear in some instances. She also agreed that communication is key.

Further discussion ensued. Ms. Schemm thanked everyone for their comments and said that this topic was a part of the 2022 Township Goals, so the conversation would continue under that agenda item.

Ms. Albillar – As the new liaison to the Police Department this year, Ms. Albillar shared a few items:

- There will be a new Chaplain program at no cost to the Township.
- The Police station will be a live scan prisoner processing center able to process prisoners at the police station without having to transport them to another facility, thus freeing up officers to return to patrol.
- Chief Friel welcomed his new Administrative Assistant, Brittney Walsh, this week.

Ms. Albillar also shared that the Parks and Recreation Board is conducting interviews for several vacancies on the Board and is still accepting applications.

She asked about Turk Road and indicated that residents are reporting severe disrepair. Mr. Luber responded that we share the responsibility of maintaining Turk Road with Doylestown Township and he is often in communication with the Doylestown Township Manager concerning this road. They indicated that due to the increase in supplies costs, the cost to Warrington is estimated to increase to \$300,000 for our portion of the repairs. Doylestown anticipates this project going out to bid in late February/early March. If the

bids come in too high, Doylestown may need to push this project into 2023. Mr. Zarko indicated that Public Works could fill the holes temporarily. Action: Mr. Lubber will look into this further with Doylestown's Township Manager.

Mr. Diorka – Mr. Diorka thanked the Supervisors, Mr. Lubber, Mr. Jones, Ms. Fielding, Mr. Zarko, Ms. Kushto and Mr. Clemons for the additional information and onboarding as a new Supervisor.

Mr. Gaines – Mr. Gaines reported that not only will the new Livescan prisoner processing system at the police department help to process prisoners without having to transport them to another facility, but will enable evening arraignments with a judge, also freeing up officers to return to patrol.

He shared a PSATS survey designed to gauge interest in raising the cap on lawsuits against Townships. It is currently set at \$500,000. The increase would be \$1.0 million. None of the Supervisors were interested in participating in the survey.

Mr. Gaines also shared that the SALDO Ad Hoc Committee has been reviewing many items in the Subdivision and Land Development Ordinance, which are sometimes in conflict with the previously passed Zoning Ordinance which need to be addressed. Over the next few months, look for agenda items to filter from this committee through the Planning Commission to the Board of Supervisors for a vote.

Lastly, Mr. Gaines reported that the EAC is moving ahead with many projects in 2022, including: 1) environmental concepts, such as planting trees and 2) energy conservation, such as reduction of carbon gasses.

Ms. Maurer – Ms. Maurer reiterated Mr. Diorka's thank you to the Supervisor, staff and consultants.

4. MANAGER'S REPORT:

a. Pending Zoning Hearing Board applications – Christian Jones

Mr. Jones reported that there are three impervious surfaces applications and a sign variance request before the Zoning Hearing Board. However, the Zoning Officer is not recommending for the Board to take any position other than neutral.

b. Consider for Adoption 2022 Goals

This agenda item included extensive discussion. For all details, please visit the website to view the video at www.warringtontownship.org

Highlights include:

2022 Goal – Parks and Recreation Department – “Compliance with Township Code concerning Parks and Recreation Board”. This item identified language from Ordinance No. 87-7 (Ch 1, Part 6, of the 1995 Code of Ordinance) regarding the Parks and Recreation Board and its ability to present a budget to the Township staff. Mr. Lubber indicated that no committee

presents a budget to the staff, but the budget is developed by staff and then receives input from committees. He would recommend that the Board amend this Ordinance to be in line with the other committees.

Further discussion ensued regarding how the committees are providing feedback to the staff. It was determined that Mr. Lubber will ask Mr. Kim, the Finance Director, to attend the September meetings of all committees in order to better receive their ideas for capital projects, suggestions and requests related to their budgets. Mr. Lubber will work with Ms. Albillar, the liaison to the Parks and Recreation Board, to refine this language.

2022 Goal – Township Manager’s Office – “Board and Committees – Review of Mission, goals and Structure”. Ms. Albillar would like to see this goal more clearly refined, to be more specific and measurable. She will work with Ms. Schemm to wordsmith this goal.

How are the goals established - Mr. Gaines asked where the goals are from the Police Department, which uses 45% of the Township budget. Mr. Lubber explained that he reaches out to the Board and Department Heads for their suggested goals for the year. He did not receive any goals from the Police Department other than the goal identified in 2021 to reintroduce the School Resource Officer into Operation.

Projects vs. Goals - Further discussion ensued regarding the difference between projects and goals; timelines for each; and if goals are not able to be accomplished due to extenuating circumstances such as personnel issues or the recent Covid-19 pandemic.

Ms. Schemm thanked Mr. Lubber and Mr. Jones for compiling the 2022 Township Goals.

Ms. Maurer made a Motion to approve the 2022 Township Goals; Ms. Schemm seconded. All in favor, the Motion passed 5-0.

5. ENGINEER’S REPORT:

a. Authorization to Accept Proposal for Internal Inspection of Storm Sewers within the Alou Village Development

Mr. Zarko shared that residents have complained about functioning of stormwater sewer system in this development. To determine any defects or problems, would recommend they be inspected by an outside firm. Requested a number of proposals – would like to recommend engaging Trinity Subservice LLC for the cost of \$4,314.45. Have experience with this firm in other municipalities.

Ms. Schemm made a Motion to accept Proposal for Internal Inspection of Storm Sewers within the Alou Village Development for Trinity Subservice LLC for the cost of \$4,314.45; Ms. Maurer seconded. All in favor, the Motion passed 5-0.

b. Discussion of Signalization Improvements on County Line Road

Mr. Zarko reminded the Board that this complaint originated related to speeding at the 5-points intersection. The proximity of the signals at County Road, Lower State Road and Limekiln Pike area was a question whether could improve the safety in this area. Asked

McMahon and Associates to review. They have recommendations as drivers approach the signal, the driver would see the “closer” signal and not see the further signals ahead. Preliminary cost estimate would be \$6,000 to \$28,000. He reached out to Montgomery Township and they do not feel there is any reason to make a change. These signals are shared between our Township and Montgomery Township with Montgomery Township as the primary holder of the permits. Mr. Luber indicated that the liquid fuels could pay for this expense. Action: The Board approved Mr. Zarko to move forward with the signal contractor for further details and the actual cost and report back to the Board.

Mr. Kelly shared his concerns regarding PennDOT’s role regarding traffic signals and their responsibility for problems at this intersection.

c. Discussion of Adding Left Turn Signalization along Lower State Road

Mr. Zarko shared that a resident requested a left turn signal be placed at Lower State Road and all three: Street Road/Pickertown Road/Bristol Road. PennDOT reviewed all these intersections and determined that a left turn lane was not required. Mr. Jones reached out to see if they would be willing to do another study. The cost to submit a formal request to PENNDOT (including filling out the necessary form) to perform the study would be approximately \$600. Mr. Jones shared that this resident has reached out to multiple elected officials including PENNDOT who in turn contacted Warrington Township staff concerning this matter. Discussion ensued. Action: Township staff will direct the Township’s Traffic Engineer to submit the formal request and forms for PennDOT to conduct another study.

6. SOLICITOR’S REPORT:

Ms. Kushto introduced two additional items to the agenda that had not been previously posted related to the Tax Collector Ordinance passed at the Reorganization meeting on January 3, 2022. Action: Ms. Fielding will post an amended agenda tomorrow.

Discussion ensued regarding the new agenda items, the circumstances behind why they were being added to the evening’s agenda. Ms. Kushto requested the amendments to remedy the language of the existing Ordinance to clearly reflect the ability of the previous and current tax collectors to each charge \$10 fees for each year that a tax certification is provided for.

a. Consider an amendment to the Tax Collector Ordinance to address tax certification fees to the agenda.

b. Consider Authorizing the Solicitor to prepare and advertise an amendment to the Tax Collector Ordinance to make it clear that \$10 may be charged for each tax year that a tax certification is provided for.

Ms. Maurer made a Motion to Consider an amendment to the Tax Collector Ordinance to address tax certification fees to the agenda; Ms. Albillar seconded. All in favor, the Motion passed 5-0.

Ms. Albillar made a Motion to Authorize the Solicitor to prepare and advertise an amendment to the Tax Collector Ordinance to make it clear that \$10 may be charged for each tax year that a tax certification is provided for; Ms. Maurer seconded. All in favor, the Motion passed 5-0.

7. APPROVAL OF BILL LIST:

- a. Consider approval of invoices for the period from January 26 to February 8, 2022 (for prior year 2021) in the amount of \$174,766.33 and January 26 to February 8, 2022, in the amount of \$491,594.24**

Mr. Diorka had questions regarding waste removal at the pool and the Willow Knoll trash removal contract.

Ms. Albillar made a Motion to approve the of invoices for the period from January 26 to February 8, 2022 (for prior year 2021) in the amount of \$174,766.33 and January 26 to February 8, 2022, in the amount of \$491,594.24; Ms. Maurer seconded. Mr. Gaines called for a Roll Call vote. Mr. Diorka – yes; Ms. Schemm – yes; Ms. Albillar – yes; Mr. Gaines – yes; Ms. Maurer – yes. The Motion passed 5-0.

8. CONSENT ITEMS:

Mr. Gaines asked if anyone would like to pull an item out of the Consent Agenda for consideration. Ms. Albillar only wanted to confirm that Mr. Dischert not being a member of Warrington Township was within the guidelines of the Veterans Affairs Committee charter and the Board confirmed there is no residency requirement for this committee. Ms. Albillar welcomed Mr. Dischert.

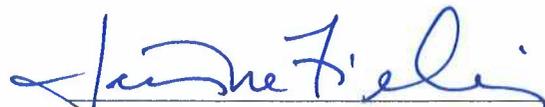
- a. Consider Approval of the Minutes from the January 25, 2022, Board of Supervisors meeting**
- b. Approval of John Dischert as a member of the Veterans Affairs Committee**

Ms. Schemm made a Motion to approve the Consent Agenda; Ms. Albillar seconded. All in favor, the Motion passed 5-0.

ADJOURNMENT

The meeting was adjourned at 9:37pm.

Respectfully submitted By,



Jeannine Fielding, Board Secretary