



**BOARD OF SUPERVISORS
WARRINGTON TOWNSHIP
MINUTES FOR SEPTEMBER 26, 2023 - 6:00 PM**

The written minutes are a summary of Board of Supervisors meeting. For a complete video 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 Gaines; Vice Chair, Ruth Schemm, Member; Michael Diorka, Member; Vanessa Maurer, Member; Andrew Macaulay, Member

Staff present: Barry Luber, Township Manager; Christian Jones, Assistant Township Manager; Vicki Kushto, Esquire, Clemons Richter Reiss, Township Solicitor; Tom Zarko, Township Engineer; Chief Daniel J. Friel; Leslie Frescatore, Human Resources Manager; Andrew Oles, Parks and Recreation Director; Peter Kim, Finance Director, Laura Koshy, Administrative Assistant

1. CALL TO ORDER Call to Order Mr. Gaines called the meeting to order at 6:25pm.

2. PLEDGE OF ALLEGIANCE

There were a total of 27 people both in person and 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.

3. EXECUTIVE SESSION

4. BUDGET WORK SESSION

a. Department Personnel Requests

- i. Planning and Zoning:** Mr. Jones outlined staffing history, detailed the staffing needs and tasks they would perform for the positions being requested.

Questions and comments included: wanting clarification of existing roles, could the current Zoning Officer head the department and relieve some of the workload, can other responsibilities be shifted amongst current staff, why weren't these needs addressed when there was a reorganization at the time the

former Zoning Officer retired, the request seems very large, has anything changed that resulted in these requests.

Responses were: the Zoning Officer is already working a lot of hours in her current role but could inquire with her, when Roy Reider was here there were 2 full time employees sharing these tasks, Mr. Reider worked very long hours to complete tasks and the current Zoning Officer is also working extremely long hours, other staff have their own workloads and as far as is known don't have available hours to redirect toward other processes, the streamlined application checklist has helped with front desk processing but another dedicated staff member who would know what's acceptable would help even further, the new Zoning Ordinance has more requirements than the prior one making the review process more complicated.

Ms. Schemm said that these issues have been mentioned to her by Zoning Hearing Board members informally, but it wasn't highlighted. The loss of Mr. Reider was big given how much he did.

Ms. Maurer wanted it mentioned in the minutes that Mr. Reider had a lot of years of institutional knowledge.

Mr. Macaulay wanted to know how intuitive the proposed online system is. Response was neighboring municipalities find the majority have no issues and the few who do can then get additional help from staff.

- ii. **Parks and Recreation:** Mr. Oles detailed the position he'd like to fulfill and the requirements and responsibilities they'd fulfil.

Questions and comments included: would any fees help offset the cost, you need people to run programs and keep facilities in top shape,

Responses: we can and have some room to do so but have to be careful as neighboring communities might offer same programs for lower fee and people would go there, programs usually have an 80/20 split with person running the program so the fees cover the program and some overhead.

- iii. **Human Resources:** Ms. Frescatore detailed the responsibilities of the position she's looking to fill.

Questions and Comments included: does the Township provide workmen's compensation to volunteer fighter fighters, it would be beneficial to maintain and increase staff training,

Responses: the Township does provide for workmen's compensation for the volunteers through DVIT, training and safety are very big focuses. The township was recently found to be the top 25% on improvement in safety and low claims.

b. 5-year General Fund Revenue/Expenditure Projections

Mr. Kim gave a presentation on the 5-year General Fund Revenue/Expenditure Projections. These projections don't include any milage increases, no new staff, no use of rainy-day funds. Mr. Luber gave further details on this projection. Mr. Kim pointed out areas on his model that would adjust as the various scenario options are adjusted.

There were questions on a few of the numbers presented which Mr. Kim and Mr. Luber addressed. There were also a lot of questions regarding funding of projects and which accounts things have been charged to.

Ms. Maurer and Ms. Schemm thanked Mr. Kim.

Mr. Luber detailed what the next budget meetings will cover.

5. **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. Please sign in.)*
6. **Conditional Use Hearing for Olympus Pines, LLC c/o Michael Cianelli for property located at 529 and 541 Easton Road, Warrington, PA 18976 and identified as TMP 50-32-45 and 50-4-32-46. The Application seeks approval pursuant to §370-425.4.F of the Zoning Ordinance, to allow an E8 Car Wash in the BZ Business Zone Zoning district**

Ms. Maurer moved to adjourn the meeting at 7:49pm; Ms. Schemm seconded. The Motion passed 5-0

Ms. Kushto gave details on the background and why the applicant was coming before the Board for Conditional Use approval as well as outlined exhibits. The public was asked if anyone wanted party status or just a comment, there was one person who would like to comment at the end.

Mr. Michael McGuiness represented the applicant. Stephen Michalczyk and AJ Joshi were also in attendance on behalf of the applicant's engineer, Penoni. The property details and location were given as well as the business model for Tommy's Car Wash. Concerns were expressed by the Planning Commission and considerations were made as to traffic and queueing concerns.

Mr. McGuiness outlined a few issues or concerns that have been addressed or eliminated from the proposal. It's understood that approval at this juncture does not equate to approval in the Land Development portion of the process, there was further detail given to guarantees they have made in other neighboring areas; reinforcing their confidence that traffic will not be impacted by queues.

Mr. Michalczyk was sworn in and gave details about location, site access, parking, gates for after hours access, cut through prevention, stormwater management, plantings, recycling of water.

Mr. Joshi was then sworn in and gave details about traffic reviews, data presented to the Planning Commission as well as other traffic details.

There were numerous questions and responses.

Public Comment:

Dave Lizzi- 509 Easton Road- isn't against development but feels there are enough car washes, signs won't work and there are flooding issues behind his property.

Sandra Lavala - 1271 Lisa Drive – agrees with Dave Lizzi

Jana Connolly – 716 Russets Way- has concerns lines will cause issues, people will slam on the breaks, icing could be an issue in wintertime.

Ms. Schemm made a motion to accept the conditional use with all conditions added by Vicki and Tom. Ms. Maurer seconded. Voice vote was taken: Mr. Macaulay: Yes; Mr. Diorka: No; Ms. Schemm: Yes; Ms. Maurer: No; Mr. Gaines: No. Vote is 2-3, Motion doesn't pass.

Barbara DiDomenico- 1718 Harness Drive South- reversing the entrance and exit makes sense.

Mr. Gaines made a motion to table this until the next meeting. Mr. Diorka seconded. Voice vote was taken: Mr. Macaulay: Yes; Mr. Diorka: Yes; Ms. Schemm: Yes; Ms. Maurer: Yes; Mr. Gaines: Yes. Motion passes 5-0.

Action: staff will ask the consultant to meet with the Board before the next meeting for an Executive Session

Ms. Maruer made a motion to close the Conditional Use hearing. Ms. Schemm seconded the motion. The motion passed 5-0.

Ms. Schemm made a motion to re-open the meeting at 9:24pm. Ms. Maruer seconded. The motion passed 5-0.

7. OLD BUSINESS:

a. Discussion of volunteer appreciation

Mr. Luber detailed the responses from the Committees who responded to their preference for the volunteer luncheon.

Comments included: the EAC and Bike and Hike Committees would like to continue as usual, the Communications Board expressed that they'd be interested in an Octoberfest type event, possibly making it into a fundraiser for the community pool. As for the

luncheon they were 50/50 on having it as usual, some might only be interested in the gift, others might only be interested in the lunch, volunteers are essential to the Township running, it's important to recognize them.

Action: the luncheon will be held, staff to arrange location, details and communicate to the volunteers.

b. Consider alternative payment plan for ATG Learning Academy

Mr. Luber gave some background on the situation with ATG. Mr. Kim gave further financial details.

Comments included: it's not a high demand location, the school provides a great service in the population they serve.

Ms. Schemm made a motion that Mr. Luber and Mr. Kim choose an option and carry it forward. Mr. Diorka seconded. The motion passed 5-0.

8. NEW BUSINESS:

a. Update on 10 Folly Road Schoolhouse renovation progress

Ms. Mary Roth from the Historical Committee thanked the Board for approving the funds for the renovations. She gave an update on the schoolhouse renovations including details on what's been completed so far.

There were some complications that were unforeseen when the project started including electrical upgrades. Since the electric was being upgraded anyway to support the sump pump the contractor suggested relocating the box to the first floor. They are also getting a quote on burying the electric lines as it's the time to consider it and it would be more authentic.

Mr. Diorka asked if Sunpower had a total cost to work with initially to help things not drag on. Response was that was provided and there is some cushion in funds. Timeline is becoming the issue, coordinating with subcontractors.

Ms. Schemm noted that the contractor is an experienced historical builder, there are always setbacks in renovations. The contractor looks to keep things in budget and tries to be accurate in restorations.

Mr. Gaines noted that the issues couldn't have been foreseen.

9. SUPERVISOR COMMENTS:

Mr. Macaulay – 1) Looking at the budget we can see many challenges ahead: reduction in Federal assistance due to the Covid relief program, we are looking at additional costs with the

police contract. This will be a challenging year and will have to work consistently to make sure they are good stewards for the tax payer.

Mr. Diorka – No comment

Ms. Schemm- 1) There is an article in Township magazine discussing trails boost public health and economic growth being a value booster for properties along them, including a quote that it can boost property value as much as \$10,000.

Ms. Maurer- 1) Communications Advisory Board wanted to remind everyone the cable finance fees are steady but declining with the transition from cable to streaming. There is also progress in picking a vendor for the website refresh. It was hoped it would be complete this year but it was more work than they anticipated. The action line used for reporting violations being a key item focused on and we didn't want to lose functionality there.

Mr. Gaines- 1) Ad Hoc Master Plan Committee- finalized its draft report. It's being distributed to other committees: Parks and Recreation, Bike and Hike, EAC and Planning Commission. They are being asked to provide brief comments in writing. Then the Ad Hoc Committee will come before the Board to make a presentation.

Ms. Maurer wanted to confirm no action or budgetary items would be coming from this report. Ms. Schemm said there are property markers being discussed, no big ticket items.

10. MANAGER'S REPORT:

- a. The Township made the tough decision to cancel Warrington Day, it ended up being the correct decision. There was some discussion online about a rain date or rescheduling. The rain date was for the next day, which was also bad weather, and it's not possible to reschedule as the various vendors have other annually held events, previously contracted for, that are all booked years in advance. This eliminates any weekends where all vendors would be available. The good news for taxpayers is most sponsors agreed to have their contribution roll over into 2024, many of the vendors didn't require deposits so we didn't lose money there.
- b. The Warrington Cares Triathlon was very successful with 230 registrations, it brought in about \$16,000. There were about 40 volunteers and staff helped as well. A video was produced by Dave Lizzi and was presented at the meeting.

Action: Mr. Gaines suggested the video be added to the Township website and it should be submitted to PSATS to see if it can win an award.

- c. Mr. Macaulay suggested QR codes be created that take people directly to 6 areas on the Township website including the action line on the website. This will help resolve complaints. Laminated copies were provided to the Board and Public Works to hand

out. Thanks to Andy Oles and Jackie Wilson for working together to make this possible.

11. ENGINEER'S REPORT:

- a. Update on Country Club Lane tree removal issue. Mr. Zarko reminded everyone of the background, there were three options given to residents:
 - i. There are 20 trees, 15 are causing problems. The Township will remove 15 of them and replace the impacted sidewalks. For the remaining 5 trees the owners could retain them and assume responsibility for both the tree and sidewalks.
 - ii. The Township would completely remove the sidewalk along one side of the road, retaining the trees along that side. On the opposite side the trees would be removed, and any impacted sidewalks would be repaired.
 - iii. The Township would replace impacted sidewalk at each location, trees remain, owners understand they are responsible for the sidewalk from that point forward.

Mr. Gaines made a motion to accept the third option. Ms. Schemm seconded. The motion passed 5-0.

Mr. Diorka wanted to know how the options were arrived at, did we have residents' input? Mr. Zarko said this was per the residents' suggestion.

- b. Update on Township Administration Building Access Driveway and consideration of Change order to Twinning Construction for Access Driveway project in the amount of \$1,812.80.

After a long process the project is substantially complete. There is a final punch list of items and a final inspection with PennDOT is Thursday. There were a few pavement marking changes requested by PennDOT that require a change order in the amount of \$1,812.80 that would need approval.

Mr. Macaulay made a motion to approve the change order to Twinning Construction for the Access Driveway project for \$1,812.80. Ms. Schemm seconded it. Motion passes 5-0.

12. SOLICITOR'S REPORT:

Ms. Kushto gave background that the Warrington Pointe stormwater Settlement Agreement was discussed at last meeting, it has now been finalized and signed by all parties. Just waiting on the signed copy from the developer.

Ms. Schemm wanted to thank Mr. Zarko for all of his hard work.

13. CONSENT ITEMS:

Mr. Gaines asked if anyone would like to pull any item out for discussion.

Ms. Maurer had a question/comment on an audit item for \$31,930. The amount seemed low to her. There was discussion about the fee.

Mr. Gaines had a question for item "d"- there was \$7,000 budgeted for the delineators, questioned whether they are adequate. Mr. Zarko said they have been used in other developments and hasn't heard anything negative about them. Mr. Gaines was concerned about compost being placed on Township open space. Mr. Luber said Ivy Ross will be working to place corner fences as markers as to where open space begins.

Ms. Maurer made a motion to approve items a through d. Ms. Schemm seconded. The motion passed 5-0.

- a. Consider approval of Minutes from August 25, 2023, Board of Supervisors meeting
- b. Consider approval of the Bill List from September 13, 2023 to September 26, 2023 in the amount of \$739,162.31
- c. Consider for approval MMO (Minimum Municipal Obligation) for three pension plan
- d. Consider Approval of Escrow Release No.4 for Reserve at Emerson Farm, Phases 1 & 2 in the amount of \$144,850.00

The Board thanked everyone for staying.

Ms. Schemm made a motion to adjourn the meeting. Ms. Maurer seconded. The motion passed 5-0.

ADJOURNMENT

The meeting was adjourned at 10:08 pm.

Respectfully Submitted



Laura Koshy, Administrative Assistant