

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
MINUTES OF WORK SESSION OF FEBRUARY 27, 2017**

The Wrightstown Township Board of Supervisors Work Session was called to order at 5:00 PM on February 27, 2017 by Chair Chester S. Pogonowski at the Wrightstown Township Municipal Building, 2203 Second Street Pike, Wrightstown, PA. In attendance were Vice Chair Jane B. Magne, Treasurer Robert Lloyd, Township Solicitor Terry Clemens, Township Engineer Mario Canales and Township Manager Joseph F. Pantano.

BUSINESS

A. Approval of Bills.

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following February 27, 2017 payments were approved unanimously:

General Fund bills	\$100,482.70
Cable Access Fund bills	2,032.85
Sewer Operating Fund (JCE) bills	19,933.83
Open Space Bond Fund bill	162.92
Highway Capitol Reserve Fund bill	4,219.74
Total	\$126,832.04

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, a transfer of \$15,000 (Feb 9) from the General Fund to the Payroll Fund was approved.

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, a transfer of \$16,000 (Feb 23) from the General Fund to the Payroll Fund was approved.

B. Agenda for March 06, 2017. The agenda for March 6 was reviewed and discussed.

SOLICITOR'S REPORT

A. Open Space Survey. Solicitor Clemons discussed the quote received for the survey of open space for which the Township is considering acquiring development rights. This is a very involved survey, which is reflected in the high cost. The quote from Pickering Courts and Summerson is \$23,850. A portion of the property is in Wrightstown Township and a portion is in Buckingham Township. Buckingham has agreed to contribute 40 percent of the cost since approximately 40 percent of the property is in Buckingham. Solicitor Clemons will secure at least one additional quote to compare cost.

B. Anchor Nursery (Black Oak Place). Solicitor Clemons reported the needed documents have been received for the Black Oak Place subdivision. A letter of credit in the amount of \$1,141,962.61 covering total cost of public improvements was received, reviewed and approved by the Solicitor. Escrow in the amount of \$103,814.78 for engineering, inspection and legal costs was received. Additional escrows for well loss protection, traffic light maintenance, sewer escrow, fee in-lieu-of traffic study, fee in-lieu-of sidewalk installation, and escrow for operations and maintenance agreements were received. The Board accepted the documents submitted. The developer requested some additional changes from the approved plans. The plans for lots 1 and 10 show a viewscape easement. The plans show the easement to be allowed to grow naturally. The developer asks that the plan notes be revised to limit the structures being built but allow the homeowner to maintain the area in grass. After much discussion, the Board agreed that the area can be maintained as grass by the homeowner but no structures of any kind can be located in the easement area. Additionally, monuments delineating the viewscape areas should be added. There was extensive discussion on the establishment of a Home Owners Association (HOA). The association would maintain detention basins and other easement areas. The Board did not agree with allowing an HOA for the development. Basins will remain as part of the individual lots and be maintained by the homeowner.

C. Iorio Subdivision. Solicitor Clemons presented a draft plan approval resolution for the Iorio subdivision, 2629 Windy Bush Road. He reviewed specific requirements of the approval. Applicant must comply with comments from the most recent review letters from the Engineer and Planner except for the buffering requirements. Buffering requirements in section 520 of the Subdivision and Land Development Ordinance relate to major subdivisions while this project is a minor subdivision. The applicant did agree to plant three additional street trees as well as buffering around the stormwater basin. Solicitor Clemons reviewed additional items including required permits and financial security. The approval resolution will be on the March 6 agenda for the Board's consideration.

SUPERVISORS' COMMENTS

There were none.

MANAGER'S REPORT

A. Pension Audit, Act 44 Procurement Procedures for Services.

The pension auditors informed the Township that a policy for securing professional services for pension plans must be in place. The Manger presented general requirements for the procurement policy as required by Act 44. Based on the guidelines provided, he will develop a proposed policy for the Board's consideration.

B. Worthington Mill Road Bridge Replacement. Chair Pogonowski and Manager Pantano met with Representative Petri, PennDOT representatives, PennDOT engineers, Northampton Township representatives and a representative from Senator Tomlinson's office to discuss the replacement of Worthington Mill Road bridge. There have been several meetings and presentations from PennDOT concerning the bridge replacement. At every meeting both Wrightstown and Northampton clearly took the position that the townships do not agree with, nor do they want the existing single lane bridge to be replaced with, a two-lane bridge. PennDOT continued to take the position that their policy does not allow replacement of single lane bridges. Downsizing while still keeping the new bridge two lanes was discussed. Replacement in-kind was discussed but this would require the townships to take ownership of the bridge and be responsible for maintenance and upkeep. PennDOT will prepare two sets of drawings to show what the reduced width of a two-lane bridge compared to a full size replacement would look like. There will be an additional presentation to the Board and residents when the information is received from PennDOT.

C. MS4 Public Presentation. The stormwater management requirements needed to comply with the Municipal Separate Sewer System program (MS4) requires that public presentations be made. The primary goal of the program is to improve stormwater runoff quality using Best Management Practices (BMPs). Public education is a key component of the program and includes direct distribution of pamphlets and handouts, newspaper advertisement, public access channel 22, mailings to target audiences, notifications to contractors and public meetings. A video was presented on various activities that can be completed through public involvement, including observation and reporting of illicit discharges. The video will be available on the Township web site.

EXECUTIVE SESSION

There was none.

ADJOURNMENT

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 6:20 PM.

Respectfully Submitted,

Joseph F. Pantano
Township Manager