

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
MINUTES OF WORK SESSION OF OCTOBER 9, 2023**

The Wrightstown Township Board of Supervisors Work Session was called to order on October 9, 2023 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 Manager Stacey Mulholland, Township Solicitor Vicki Kushto and Township Engineer George DiPersio (representing Cindy VanHise).

Call to Order 5:05 PM

1. BUSINESS

There was none scheduled

2. SOLICITOR'S REPORT

A. Petition to LCB Noise Regulations. Solicitor Kushto reported that last year the Township applied to the Liquor Control Board and received permission to enforce the Township sound ordinance in licensed establishments. The first time the LCB grants the exemption, it is for one year which ends December 14. The Township now needs to reapply again for this next cycle. If the request is granted, the Township would manage this for a three-year cycle. On motion by Treasurer Lloyd and second by Vice-Chair Magne, Resolution 2023-17 was approved authorizing the Township Solicitor to file a petition with the LCB to ask that the Township enforce its own noise ordinance in establishments that serve alcohol. A copy of the petition was shared with the Board for informational purposes,

3. ENGINEER'S REPORT

A. Escrow Release Wood Subdivision. This is a three-lot subdivision. There was a request for an escrow release. The engineer did a field inspection and is recommending a partial release of the request. On motion by Treasurer Lloyd and second by Vice-Chair Magne the Board authorized Release No. 1 for the Wood Property-Cherry Lane subdivision. A copy of the release is attached.

B. Octagonal School House Roof. Engineer DiPersio reported that they have reached out to four roofing contractors in Pennsylvania and New Jersey who are

members of and certified by the Shingle and Cedar Shake Bureau. Three contractors responded they would be interested in bidding the project if the Township were to readvertise. These contractors are different from the five contractors who previously bid the project. The Engineer also reported that the bid specifications require that the Board act on the bids within 60 days which expires on October 17. The Board asked the Manager to add this item to the October 16 meeting agenda along with authorization to readvertise the project to start early 2024.

Manager Mulholland asked for clear direction on the handling of bees found in the roof of the school house. While it was thought these might be honey bees which are protected, additional investigation determined that these were invasive bees (Yellow Jackets). The Manager was authorized to move forward with getting an exterminator to remove the bees.

4. SUPERVISORS' COMMENTS

Chair Pogonowski commented that the coating applied to the chip seal on Penns Park Rd. came out very smooth. The Chair asked if the Board members take a look to help formulate a direction for 2024.

The Board discussed seal coat processes and what the Township needs to do to improve these in the future.

While the Legislature removed the requirement that townships do road inspections, the Board thought it might be a good idea to get out the annually to review the condition of various Township roads. This would be an advertised meeting with the Board, engineer, Roadmaster, etc. The Manager was asked to coordinate this for 2024.

Chair Pogonowski commented that a resident sent him a letter concerning the need to install a roundabout at the Five-Points intersection. He was not sure if this intersection would even qualify. The Chair suggested we have Pennoni take a look at this and comment back. The Manager will check with Senator Farry's office first before contacting Pennoni.

In response to a question, the Manager indicated that the Cedar Lane emergency repairs was scheduled to begin the day after this meeting.

5. MANAGER'S REPORT

- A. 2024 Budget.** Manager Mulholland briefed the Board on the plan forward for adopting the budget. The plan is to have the Preliminary Budget ready for adoption of November 13 and final adoption on December 4. The Manager reported that the transfer tax revenue has decreased because the number of homes resold dropped by 50% in 2023. With respect to EIT, we are at 80% collection. She is planning to budget conservatively in 2024. On the expense side, legal and engineering have been much higher than previous years. A lot of the cost overrun has been caused by the Cedar Lane project which requires additional legal and engineering resources. There are also key maintenance expenses that need to be budgeted for the township building as well as dry hydrant maintenance, the aerator at Matthews Ridge to address the duckweed problem, and work at the library includes repaving the driveway and replacing windows. There is also a need to replace the large dump truck. The estimated cost is \$200,000. There was a discussion on millage and funds. There was discussion about possibly ending the open space milage and EIT. Solicitor Kushto will research if there is any special action needed to end the taxes. There was a discussion on the fire tax. Treasurer Lloyd was shocked at the potential cost of the new truck at \$1.2 Million. The Manager was asking for direction prioritizing items. The Board suggested that she add the projects to the final budget to see how these will be justified during the budget review.
- B. JMZO Ordinance Parking Core Apartments.** Chair Pogonowski led a discussion on a private zoning change requested by Toll for a new use in the Jointure in Newtown. The Chair shared a list of comments he had made on the ordinance. The Board generally was not in favor but asked the Solicitor Kushto to review the ordinance as well as issues raised by the Chair. This item will be on the next agenda for formal consider by the Board.
- C. Jointure Addendum.** Chair Pogonowski also led a discussion on revised changes to the intermunicipal Jointure agreement. Solicitor Kushto was asked to review the notes provided and make comments. This item

will be on the next agenda for formal consideration by the Board.

EXECUTIVE SESSION

There will be an Executive Session to discuss personnel and litigation.

ADJOURNMENT

On a motion by Treasurer Lloyd, seconded by Vice-Chair Magne, all voted to adjourn. The meeting was adjourned at 6:27 P.M.

Respectfully Submitted,

Stacey Mulholland,
Township Manager

Wrightstown Township

2203 Second Street Pike

Wrightstown, PA 18940


CERTIFICATE OF COMPLETION

September 19, 2023

Subject: Wood Property – Cherry Lane
Escrow Release No. 1

We, the undersigned, hereby certify that the improvements required in connection with the Plans and this Agreement for Wood Property – Cherry Lane project have been completed, as identified on the Summary of Escrow Account spreadsheet dated September 19, 2023.

Balance Prior to Payments Approved Hereunder	\$252,069.68
Amount of Approved Payments Hereunder	<u>\$206,484.25</u>
Current Undrawn Balance	\$ 45,585.43



Cindy VanHise, P.E.
Township Engineer

Wrightstown Township Manager