

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

REGUALR MEETING NOVEMBER 18, 2024

The Wrightstown Township Board of Supervisors met on Monday, November 18, 2024, in the Meeting Room of the Wrightstown Township Municipal Building, 2203 Second Street Pike, Wrightstown, PA. Chair Chester S. Pogonowski called the meeting to order at 7:30 PM. Present were Vice Chair Jane B. Magne, Treasurer Robert S. Lloyd, Solicitor Vicki Kushto, Township Engineer Cindy VanHise, and Interim Township Manager Gregg Schuster.

ANNOUNCEMENTS:

Chair Pogonowski announced that executive sessions were held at 5:00 PM on November 12, 2024, and on November 13, 2024, for personnel discussions.

Vice Chair Magne announced that Friday evening, November 22, the Village Library will present two movies. On Monday, December 2, from 7-8 PM, a violinist will be performing.

PUBLIC COMMENT:

There was none.

SOLICITOR'S REPORT:

Authorization to Advertise Ordinance 2024-342, Termination of the Police Pension Plan. Solicitor Kushto gave an overview of the proposed ordinance that would terminate the overfunded police pension plan. The Township would provide for the last retiree and survivor(s) by purchasing annuities for their full benefits. Wrightstown would then receive the remaining funds currently held by Pennsylvania Municipal Retirement System. The ordinance has been reviewed and approved by PMRS. A motion was made by Vice Chair Magne and seconded by Treasurer Lloyd to advertise the ordinance. The motion was approved unanimously.

ENGINEER'S REPORT:

Asphalt Maintenance Solutions Pay Estimate #1. Engineer VanHise recommended final payment for the 2024 Roadway Maintenance Program for slurry seal application to Park Avenue, Parsons Lane, and Alexanders Court. A motion was made by Chair Pogonowski and seconded by Vice Chair Magne to authorize payment to AMS in the amount of \$162,902. The motion was approved unanimously.

Advanced Logistic Partners, Inc. Pay Estimate #2. Engineer VanHise recommended final payment for the work completed for the roof replacement of the Octagonal Schoolhouse. A motion was made by Vice Chair Magne and seconded by Treasurer Lloyd to authorize payment to Advanced Logistic Partners, Inc. in the amount of \$3,791.75. The motion was approved unanimously.

Twinning Enterprises Escrow Release #4. Engineer VanHise recommended an escrow release and confirmed the work had been field verified for 2272 Second Street Pike. A motion was made by Vice Chair Magne and seconded by Treasurer Lloyd to authorize an escrow release to Twinning Enterprises for \$27,091.35. The motion was approved unanimously.

Resolution 2024-24, Local Share Account Grant Application. Engineer VanHise reviewed a grant application for the Thompson Mill Road culvert replacement estimated at \$108,781. A motion was made by Vice Chair Magne and seconded by Treasurer Lloyd to approve Resolution 2024-24 authorizing the submission of a LSA grant application. The motion was approved unanimously.

SUPERVISORS' COMMENTS:

Chair Pogonowski commented on a legal notice he had observed for Miller Quarry which would add

propane as an additional fuel for the operation of the asphalt plant. No action by the Township is required.

DEPARTMENT REPORTS:

- A. Newtown Police.** Chief Hearn presented his October report. There were 553 incidents, 17 deer/auto collisions and 42 traffic citations. He commented on the police support provided for Presidential candidates visiting the area. He also warned of deer collisions and package thefts from home deliveries. October 26 was National Prescription Take Back Day and 110 pounds of drugs were collected, with 305 pounds total having been collected in the last 5 months. Old prescriptions and over-the-counter drugs can be dropped off in the Newtown Police Department lobby.
- B. Lingohocken Fire Company.** Chief James reviewed the activity for the October. There were 33 calls for service, 505 man-hours for responses, 301 man-hours for work details, for a total of 805 man-hours of service to the community. Most calls were brush fire related. Chief James thanked the Supervisors for the burn ban and reminded the public to avoid open fires during the present drought.
- C. Public Works.** Foreman Dave James reviewed his October report, which included construction activities, Cedar Lane bank stabilization repair, and that all Public Works employees now have CDL licenses. He also discussed heating issues in the meeting room. A motion was made by Chair Pogonowski and seconded by Treasurer Lloyd to authorize replacement of the heating units at a cost not to exceed \$12,600. The motion was approved unanimously.
- D. Central Bucks Ambulance.** Chair Pogonowski reviewed the report for September.
- E. Code/Building.** Chair Pogonowski reviewed the October report. There were 34 permit inspections, 14 notices of violations, and 15 fire inspections for a total of \$22,997.60 in fees collected, of which \$11,000 was for escrows.
- F. Boards and Commissions.** Planning Commission Chair Joe Conroy reported on their recommendations for a minor subdivision on Swamp Road. He also reported on MS4, stormwater management, and other Commission discussions.
- G. Engineer's Report.** Engineer VanHise had nothing to add to her written report.

INTERIM MANAGER'S REPORT:

Employment Background Check. Interim Manager Schuster reviewed the proposal from Intercounty Investigations & Solutions to conduct a background check on a candidate for employment when an offer is made. He recommended the "Diligence" package at a cost of \$3,495. A motion was made by Treasurer Lloyd and seconded by Vice Chair Magne to authorize the approval of a background check at the recommended level. The motion was approved unanimously.

Generator Maintenance Agreement. Interim Manager Schuster reviewed the proposal from Harrison Generator to provide generator maintenance services at the two Township sewer package plants. Harrison Generator has been recommended by our current sewer operator. A motion was made by Vice Chair Magne and seconded by Treasurer Lloyd to approve the agreement. The motion was approved unanimously.

APPROVAL OF BILLS:

Bills List Dated November 4, 2024. On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the attached November 4 bills lists and interfund transfers, except for check #1150 from the Emergency Services Fund, were approved unanimously. See attached.

Bills List Dated November 18, 2024. On a motion by Vice Chair Magne, seconded by Treasurer

Lloyd, the attached November 18 bills lists and interfund transfers were approved unanimously. See attached.

APPROVAL OF MINUTES:

Board of Supervisors Work Session Meeting, November 11, 2024. On a motion by Chair Pogonowski and seconded by Treasurer Lloyd, the Board of Supervisors minutes of November 11, with edits, were approved unanimously.

UNFINISHED BUSINESS:

There was none.

NEW BUSINESS:

There was none.

PUBLIC COMMENT:

There was none.

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 8:18 PM.

Respectfully submitted,

Gregg Schuster, Interim Manager

Attachments: November 4, 2024, Bills List
November 18, 2024, Bills List

Wrightstown Township
2203 Second Street Pike
Wrightstown, PA 18940

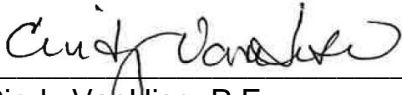
CERTIFICATE OF COMPLETION

November 11, 2024

Subject: 2272 Second Street Pike
Escrow Release No. 4

We, the undersigned, hereby certify that the improvements required in connection with the Plans and this Agreement for 2272 Second Street Pike project have been completed, as identified on the Summary of Escrow Account spreadsheet dated November 11, 2024.

Balance Prior to Payments Approved Hereunder	\$493,164.53
Amount of Approved Payments Hereunder	<u>\$ 27,091.35</u>
Current Undrawn Balance	\$466,073.18



Cindy VanHise, P.E.
Township Engineer

Wrightstown Township Manager

WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE November 4, 2024

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (10/6-10/19) Check Date 10/25/24	\$ 7,871.31
WIRE	IRS Tax Payment 10/25/24	\$ 2,439.58
WIRE	PA State Withholding Payment 10/25/24	\$ 319.38
40374-40399	Check Register General Fund (01)	\$ 124,816.47
WIRE	PECO Bills	\$ 552.30
Total General Fund Bills Presented for Payment		\$ 135,999.04
AUTOMATIC	Buidling Loan Payment 11/01/24	\$ 2,422.00
AUTOMATIC	Highway Capital Reserve Loan 11/18/24	\$ 10,833.00
1856	Cable Access Fund (05)	\$ 170.37
Total Cable Access Presented for Payment		\$ 170.37
195	Sewer Fund (08)	\$ 38.89
Total MR Sewer Fund Bills Presented for Payment		\$ 38.89
1008	Park & Open Space Reserve (25)	\$ 922.00
Total P & OS Fund Bills Presented for Payment		\$ 922.00
1150	Emergency Service Fund (50)	\$ 40,399.26
Total EMS Fund (50) Bills Presented for Payment		\$ 40,399.26
TOTAL ALL BILLS PRESENTED FOR APPROVAL		\$ 190,784.56

Transfers
(None)

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

 SUPERVISOR'S SIGNATURE DATE

 SUPERVISOR'S SIGNATURE DATE

WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE November 18, 2024

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (10/20/24-11/02/24) Check Date: 11/08/24	\$ 7,842.87
WIRE	IRS Tax Payment 11/08/24	\$ 2,434.66
WIRE	PA State Withholding Payment 11/08/24	\$ 318.39
40400-40425	Check Register General Fund (01)	\$ 24,598.04
WIRE	First National Bank Credit Card	\$ 7,557.26
WIRE	PECO Bills	\$ 2,592.59
	Total General Fund Bills Presented for Payment	\$ 45,343.81
1857-1860	Cable Access Fund (05)	\$ 1,406.88
	Total Cable Access Presented for Payment	\$ 1,406.88
1075	Special Projects (06)	\$ 3,950.00
	Total Special Projects Fund Bills Presented for Payment	\$ 3,950.00
196-197	Sewer Fund (08)	\$ 1,354.00
	Total JCE Sewer Fund Bills Presented for Payment	\$ 1,354.00
1327-1331	Sewer Fund (09)	\$ 11,899.91
	Total JCE Sewer Fund Bills Presented for Payment	\$ 11,899.91
	TOTAL ALL BILLS PRESENTED FOR APPROVAL	\$ 63,954.60
10944-10976	ESCROW CHECK REGISTER (ATTACHED)	\$22,925.60
	Total Escrow Bills Presented for Payment	\$22,925.60
	Transfers	
	NONE	

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

 SUPERVISOR'S SIGNATURE DATE

 SUPERVISOR'S SIGNATURE DATE