

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
MINUTES OF WORK SESSION OF SEPTEMBER 25, 2023**

The Wrightstown Township Board of Supervisors Work Session was called to order on September 25, 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 (who attended via Zoom), Township Solicitor Vicki Kushto and Township Engineer George DiPersio (representing Cindy VanHise).

Call to Order 5:05 PM

1. BUSINESS

A. Lingohocken Fire Company. President Dennis Kilfeather and Chief Dave James discussed the finances of the Fire Company. The Fire Company is asking that the Township consider increasing the fire tax from its current 0.75 mils to 2.5 mils. This increase is needed to help cover the cost of truck replacement. In support of this request, the Fire Company provided a "clean" audit from 2022. The audit showed that the Fire Company has a strong financial reserve due to prudent financial management over a number of years. Also presented was the 2023 budget which is on a cash basis. This year's budget includes numerous capital improvements totaling about \$100,000. A four-year spend budget was also presented which has an inflationary factor built in. Over the past four years, the Fire Company purchased about \$450,000 in capital assets. While a fire truck in 2002 was purchased for \$413,000, the cost in 2024 will be \$1.4 million. This cost is driven by the technical equipment needed to keep the truck up to standard. The life expectancy for this vehicle will be 25 years. The debt service that will be required is targeted at \$1 Million dollars over the next 10 years. In the next five-year plan, the Company is looking to replace its rescue vehicle. The Board generally discussed the fire tax which basically has not changed over the past 35-40 years. Currently, the Township Code permits the Board to set the fire tax at a 3-mil maximum. The Board can go to higher millage with a voter referendum. There was a discussion on the advantages for new vehicles. This included firefighter safety, vehicle safety due to improved suspension, etc. Also, the older vehicles are wearing and it is costing more each year to maintain. New truck cost is being

driven by increase material costs, labor costs and skills needed for fabricators to put together the vehicle. There are also a limited number of manufacturers who specialize in the production of fire apparatus. Chair Pogonowski ended the discussion by indicating that the Board is currently working on developing the budget.

B. Twining Land Development. Attorney Don Marshall attended the meeting to discuss a project being proposed by Twining Construction for a property currently owned by and adjacent to ARCCA. There were a few issues Mr. Marshall wanted to discuss prior to going to the Planning Commission and Zoning Hearing Board. This is a revised land development plan which was previously approved for a 50,000 square feet office space building. The proposed replacement building will be 14,400 sq. ft. The applicant will need to go for condition use approval and is requesting that CU and Land Development review be held at the same time. The primary issue that the Mr. Marshall would like input is impervious surface. The property is zoned Rural Industrial (RI). While the previously approved development plans show 50% impervious surface, the Zoning Ordinance today indicates that the impervious surface is currently 5%. Mr. Marshall reported that he could find no zoning change over the past 20 years and suspects that this was a typo when the ordinance was codified. Based on the preliminary review letters already received, the applicant will make corrections prior to filing Land Development and Condition Use applications. Mr. Marshall also reported the impervious surface for the RI-A zoning is also currently 5%. He indicated that he was involved in crafting the RI-A zoning district for a client 20 years ago. *[The following was not part of the discussion but is being added for editorial continuity. Solicitor Kushto confirmed after the meeting that impervious surface in the RI district is set to 50% in all copies of the JMZO until it was recodified in 2006 by Keystate Publishers who entered ".05" instead of ".50" in the revision. This error occurs for RI and RI-A districts and will need to be corrected. The error has been carried forward in our current zoning ordinance managed by General Code.]*

C. Rienzi Land Development. Chair Pogonowski announced that this application is off the agenda for this meeting.

2. SOLICITOR'S REPORT

No Report.

3. ENGINEER'S REPORT

A. Octagonal School House Roof. Engineer DiPersio reported that they have pursued four roofing contractors in Pennsylvania and New Jersey who are members of and certified by the Cedar Shake Institute. These contractors would be interested in bidding the project if the Township were to readvertise. There was no action taken by the Board

4. SUPERVISORS' COMMENTS

No Comments

5. MANAGER'S REPORT

A. Cedar Lane. Manager Mulholland briefed the Board on a proposal by Public Works to do some emergency repairs on Cedar Lane to effect repairs to keep the road open during the winter. The proposal would be to hire Hanes Paving to handle traffic control, cutting out some areas of pavement and doing excavation, completing the subbase, installing the baskets and final black top restoration. The estimate cost was \$11,500 to complete this portion of the work. There is another estimate for materials from Hanes Paving for \$7500. The understanding is that Wrightstown would go out and buy the materials to eliminate sales tax. There is a thought that all the work can be done within the right of way. The consensus of Public Works is that if this work can be completed before the winter, the rest of the road is stable enough to last through the winter. Solicitor Kushto reported that while staff was preparing to move forward with letters to go to residents concerning the winter closure, this has not been completed. The estimates presented are under the bidding and phone quote amounts. A motion was made by Chair Pogonowski with a second from Vice-Chair Magne to proceed with emergency repairs on Cedar Lane and to contract with Hanes Paving to complete estimated work for an amount not to exceed \$11,500. Motion Passed.

B. DVRPC LED Lighting Program. Manager Mulholland reviewed a proposal to move forward with installation of LED streetlights. We would be buying the existing lights and then converting these to LEDs. If the Township owns the lights, there would be a long term maintenance cost to the Township for maintenance. LED lights are expected to have a long life. The Township could contract with Armour Electric to provide this service. Currently, Armour maintains the traffic lights in Wrightstown. Manager Mulholland was asked to find out if the Township would need to pay rent to PECO/Verizon if the light fixture is on their pole. This proposal will be brought back to the Board at a future meeting for a decision.

C. Fee Schedule Amendment. Manager Mulholland and Chair Pogonowski presented another draft of the fee schedule. This is a continuing process to get the fee schedule current. This draft is ready for adoption. This will be added to a future agenda for consideration.

EXECUTIVE SESSION

There was no need for an Executive Session.

ADJOURNMENT

On a motion by Treasurer Lloyd, seconded by Vice-Chair Magne, all voted to adjourn. The meeting was adjourned at 6:31 P.M.

Respectfully Submitted,

Stacey Mulholland,
Township Manager