

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MAY 04, 2020**

The Wrightstown Township Board of Supervisors met virtually on Monday, May 4, 2020 by Zoom. Chair Chester S. Pogonowski called the meeting to order at 7:33 P.M. Present were Vice Chair Jane B. Magne, Treasurer Robert S. Lloyd, Solicitor Terry Clemons, Township Engineer Cindy VanHise and Township Manager Joseph Pantano.

APPROVAL OF MINUTES:

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, Board of Supervisors meeting minutes of April 6, 2020 were approved unanimously.

APPROVAL OF BILLS:

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following April 6, 2020 payments were approved unanimously:

General Fund bills	\$54,853.18
Building Loan payment	2,422.00
Open Space Loan payment	17,178.00
Highway Capital Reserve Loan payment	10,833.00
Special Reserve Fund bill	260.75
Cable Access Fund bill	101.53
MR Sewer Fund bill	3,421.95
JCE Sewer Fund bills	4,812.60
Open Space Bond Fund bills	1438.20
TOTAL	\$95,321.21

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following transfers were approved unanimously.

General Fund to Payroll Fund (04/02/20)	\$18,000.00
General Fund PLGIT to Procurement Card	\$5,000.00

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following April 20, 2020 payments were approved unanimously:

General Fund bills	\$99,622.64
Cable Access Fund bills	2,812.26
MR Sewer Fund bills	1,756.77
JCE Sewer Fund bill	734.76
TOTAL	\$104,926.43

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the April 20, 2020 Escrow bills list for \$3,860.28 was approved unanimously.

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following transfer was approved unanimously.

General Fund to Payroll Fund (04/16/20) \$20,000.00

ZONING HEARING BOARD APPLICATIONS:

Nicholas Albert (Jameson Contractors), 861 Cherry Lane. Nicholas Albert, the owner of Jameson Contractors, is requesting a variance on property setback requirements for 861 Cherry Lane. He stated that when he purchased the property he believed there would be no setback issues since his new footprint plan would be condensed into a single footprint instead of the two existing footprints. He did not confirm this with the Township before the purchase. The new home is not being constructed on the old foundations and therefore must conform to current setbacks. The audience had questions and comments about stormwater management and tree removal. There were also concerns of misrepresentation on the intended reason for the purchase of the property and the lack of making the property conforming by purchasing the adjacent lot owned by the same person who owned the property he purchased. Treasurer Lloyd and Vice Chair Magne expressed concerns about the impact on the neighborhood. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the Board voted to authorize Solicitor Clemons to prepare a list of requirements for the property that must be met, such as tree replacement, if the variance is granted by the Zoning Hearing Board.

POLICE REPORT:

Chief Hearn presented the March 2020 police report. He stated there were 272 calls for service, which is a 16% decrease. There was 1 DUI arrest and 14 traffic accidents. Truck enforcement initiatives have been canceled due to the Governor's orders with respect to the COVID-19 pandemic. In addition, the "Drug Take Back" and "Coffee with a Cop" events were also canceled. Chief Hearn noted that it is important for all residents to adhere to the "Stay at Home" order for the safety of the community. Furthermore, if residents have a non-emergency need they are to call the non-emergency number which is 215-328-8524.

ANNOUNCEMENTS:

- A. Vice Chair Magne announced that residents can complete the 2020 Census form by mail, by phone or online by visiting 2020census.gov. There is a link on the Township's website that will redirect residents to the online form. Census enumerators will be going door to door starting June 1 to collect information from anyone who has not yet completed the form. Chair Pogonowski said all information collected by the Census Bureau is kept confidential.
- B. Chair Pogonowski announced that the Board held teleconferences on April 9, 16 and 30 with Emergency Management Officer Ted Middleman to discuss COVID-19 safety protocols and reduced staffing in the Township building.
- C. There were no changes to the agenda.

PUBLIC COMMENT:

There was none.

SOLICITOR'S REPORT:

- A. **Resolution #2020-09, Tax Penalty Extension.** Solicitor Clemons reviewed Resolution #2020-09 authorizing the extension of the tax deadline to July 30 for payment of real estate taxes, without late penalties. On a motion by Chair Pogonowski, seconded by Vice Chair Magne, the resolution was approved unanimously.
- B. **Resolution #2020-10, Regulations for Commencement of Construction Activities in Wrightstown Township.** Solicitor Clemons reviewed Resolution #2020-10 outlining the

requirements for construction to commence activities within the Township. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the resolution was approved unanimously.

ENGINEER'S REPORT:

The Board accepted the Engineer's report for March.

DEPARTMENT REPORTS:

- A. Code/Zoning Department.** The Board received the March report. There were 14 permits issued and a total of \$2,405.50 in fees collected. There were no building inspections after March 13 due to the Governor's shutdown order.
- B. Public Works Department.** Chair Pogonowski reviewed the March report.
- C. Lingohocken Fire Company Report.** Chair Pogonowski reviewed the March report. There were 23 calls for service, 87 man-hours for responses, 66.5 man-hours for training, and 36 man-hours for work detail, for a total of 189 man-hours of service to the community.
- D. Central Bucks Rescue Squad.** The Board accepted the March report.
- E. Planning Commission Meeting Minutes.** The Board accepted the Planning Commission meeting minutes of March 12.

SUPERVISORS' COMMENTS:

There were none.

MANAGER'S REPORT:

- A. Keystone Communities Grant Update.** Manager Pantano filed an extension for the Keystone Communities Grant that expires on June 30. The extension will be for one year, with a new expiration date of June 30, 2021.
- B. 2020 Road Maintenance Program.** Manager Pantano reviewed the scope of work and estimates for road repairs on portions of Cherry Lane, Jane Chapman West and Skoures Lane. The total estimate prepared by CKS Engineers for the project is \$125,017.75. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the Board voted unanimously to authorize bidding the projects.
- C. S & D (Sterling Limo) Escrow Release #8.** S & D Ventures requested a release of \$13,000.25 from their escrow account. Manager Pantano reviewed the request and the Engineer's report and recommended instead that \$12,500.75 be released, with \$59,640.14 remaining in the account. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the Board voted unanimously to approve the release recommended by the Engineer.

UNFINISHED BUSINESS:

There was none.

NEW BUSINESS:

There was none.

PUBLIC COMMENT:

There was none.

EXECUTIVE SESSION:

There was an executive session.

ADJOURNMENT:

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 9:22 P.M.

A recording of the Zoom meeting was posted to the Wrightstown Township website on May 5, 2020.

Respectfully submitted,

Joseph F. Pantano
Township Manager