

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING JULY, 17, 2023

The Wrightstown Township Board of Supervisors met on Monday, July 17, 2023 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 7:32 P.M. Present were Vice Chair Jane B. Magne, Solicitor Vicki Kushto, Township Engineer Cindy VanHise and Township Manager Stacey Mulholland. Also present were Chief John Hearn from Newtown Police Department. Treasurer Rober S. Lloyd was absent.

APPROVAL OF MINUTES:

There were no minutes for approval.

APPROVAL OF BILLS:

On a motion by Vice-Chair Magne, seconded by Chair Pogonowski, the attached July 3, 2023 bills list was approved.

On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the attached July 17, 2023 bills list was approved including escrow payments and interfund transfers.

ANNOUNCEMENTS:

- A.** Prior to this meeting, there was an executive session with Solicitor Kushto to discuss litigation and personnel.
- B.** Vice Chair Magne announced that the Village Library has a variety of programs continuing. Visit the Library website for details.
- C.** There were no changes to the agenda.

PUBLIC COMMENT:

There was none.

POLICE REPORT: June

Chief Hearn report 262 calls for service. The was 1 arrest. There were 3 new cases for investigation; a theft, a non-suspicious death and a cyber related incident. There were 14 traffic crashes. 33 citations and 33 warnings were issued. There were no truck details immediately in Wrightstown. Everyone is invited to visit the police booth at the Grange Fair August 16-23. The Chief also asked that we keep in our prayers 5 individuals who were lost due to a flood this past weekend as well as 2 individuals who are still listed as missing.

SOLICITOR'S REPORT:

- A. False Alarm Ordinance 329.** Solicitor Kushto reported that the Township had been updating its Fee Schedule and found an inconsistency between the fines listed in the Fee Schedule and the Alarm Ordinance its. This amended ordinance would refer to the fee check to adjust the associated fines. This ordinance was advertised for adoption tonight. Vice-Chair Magne motioned, followed by a second from Chair Pogonowski to adopt **Ordinance No. 329**. There was no further discussion by the Board. There were no questions from the audience. Motion was approved. This ordinance will be uploaded by the Solicitor to eCode.

- B. Non-Conforming Height Ordinance.** Solicitor Kushto reviewed a Non-Conforming Height Ordinance. This is a Jointure Ordinance proposed by Wrightstown. This would allow for the expansion of a principal structure in the vertical direction for a non-conforming structure. This ordinance is being circulated by the Jointure for authorization to advertise. On motion by Vice-Chair Magne and second by Chair Pogonowski, Wrightstown has given its approval to advertise the ordinance for adoption. Solicitor Kushto will notify the Jointure of this vote.
- C. Wycombe House.** Solicitor Kushto indicated that the Wycombe House is here with their attorney Paul Cohen prior to going to the Zoning Hearing Board. On June 16, the application provided input to the Board on their request. The Board prepared a list of conditions for consideration by the Zoning Hearing Board; No other use except for the restaurant use, 153 patron maximum, and acoustical music would be permitted on Friday, 6-8PM and Saturday and Sunday from 4-6PM. Since that meeting there has been a used vehicle for sale on the property which is not permitted, and advertisements have surfaced advertising outdoor music on Wednesday evenings. The Zoning Hearing Board is set to meet July 26. A letter has not yet been sent on behalf of this Board. The applicant is here to see if the Board would allow the extended periods of music. After discussion, on motion by Chair Pogonowski and second by Vice-Chair Magne Solicitor Kushto was authorized to send the original restrictions to the Zoning Hearing Board and to attend the hearing to ensure that the Board's position was properly presented.

ENGINEER'S REPORT:

- A. Engineer's Report June.** Engineer VanHise Indicated that the monthly report has been shared. The MS4 report has been completed and forwarded to the DEP. This currently being reviewed by DEP.

Chair Pogonowski mentioned that at the last Work Session the Board reviewed the Engineers comments regarding additional work requested by the residents on Cedar Lane. The Board is struggling with the additional costs associated with the additional improvements asked by the residents and the minor reduction in water runoff that would be addressed by that work. Additionally, there has been some major deterioration of the road edge caused by last weekend storm event. The Road department is temporarily making that section one lane. Manager Mulholland has requested a traffic count on Cedar from the Police. After that is completed, we may be able to formulate a path forward. We will probably need to a more formal discussion by the Board and ask the Cedar Lane residents to attend.

SUPERVISORS' COMMENTS:

Vice-Chair Magne wanted to wish Betty Davis a happy birthday. Betty is celebrating her 90th on Friday. She has served on the Historic Commission since 1977 for 46 years and as Chair since March 2005. She is still active at the Octagonal School House Open Houses, works on setting up the historical display in the lobby, and helps with cleaning up Mud Road each spring. We want to thank Betty for many years of service and look forward to many more birthdays.

DEPARTMENT REPORTS:

- A. Code Department.** Chair Pogonowski presented the Code Report for June
- B. Road Department.** The Chair accepted the June report as presented.
- C. Lingohocken Fire Company:** The Chair presented the Fire Company report for June

MANAGER'S REPORT:

- A. Congratulations.** Chair Pogonowski acknowledged that Manager Stacey Mulholland has completed her first year as Township Manager.
- B. POW-MIA Flag.** Manager Mulholland reported that BCATO had received contact from a Vietnam Veteran who is trying to get the POW-MIA flag displayed by every township in Bucks County. Ms. Mulholland did some research and found that the Township can display a third flag below the State Flag. The Board was in favor of displaying the flag and authorized the Manager to proceed. Chair Pogonowski commented that for those occasions where the US Flag is flown at half-staff, we might want to remove the lower flag so it does not drag on the ground and all flags are flown appropriate. He also thought the Township should investigate the installation of 2 additional flag poles flanking the US Flag.
- C. Gorski Quote.** Manager Mulholland reported on some minor damage to the municipal building trim and façade. The Township is in receipt of a quote for \$3,995 from J. Gorski Construction. She is looking for authorization to move forward with that repair. Funds to pay for repair would come from the General Fund or ARPA Funds. On motion by Chair Pogonowski and second by Vice-Chair Magne, the manager was authorized to proceed with hiring J. Gorski Construction to complete the work at the assigned cost.
- D. Public Works Pick Up Truck Body Replacement.** Manager Mulholland reviewed a proposal to replace a Pick-up truck Body. There was \$5000 in the 2023 budget. The recent cost estimate is \$11,817 from Levan Machine and Truck Equipment. Replacing the body will extend the life of the vehicle. The cost of this will come from the ARPA funds. Solicitor Kushto noted that this is a Costars Contract so no bidding is required. On motion by Vice-Chair Magne and second by Chair Pogonowski, the purchase was approved. The cost quoted represents materials and installation costs.

UNFINISHED BUSINESS:

There was none.

NEW BUSINESS:

There was none.

PUBLIC COMMENT:

There was none.

EXECUTIVE SESSION:

No need for an executive session.

ADJOURNMENT:

On a motion by Vice Chair Magne, seconded by Chair Pogonowski, both voted to adjourn. The meeting was adjourned at 8:25 P.M.

Respectfully submitted,

Stacey Mulholland, Manager

WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE July 3, 2023

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (06/04/23-06/17/23) Ck Date: 06/23/23	\$ 13,120.06
WIRE	IRS Tax Payment	\$ 3,757.10
WIRE	PA State Withholding Payment	\$ 549.66
39261-39282	Check Register General Fund (01)	\$ 202,441.95
WIRE	Flexibile Spending Account - June 2023	\$ 26.25
WIRE	PECO Bills	\$ 1,824.40
	Total General Fund Bills Presented for Payment	\$ 221,719.42
AUTOMATIC	Buidling Loan Payment 7/01/22	\$ 2,422.00
AUTOMATIC	Highway Capital Reserve Loan 7/18/22	\$ 10,833.00
1166	Special Reserve Fund (04)	\$ 1,156.00
	Total Speical Reserve Presented for Payment	\$ 1,156.00
1742-1745	Cable Access Fund (05)	\$ 7,822.86
	Total Cable Access Presented for Payment	\$ 7,822.86
1064	Special Projects Fund (06)	\$ 7,636.20
	Total Speical Projects Presented for Payment	\$ 7,636.20
143-144	Sewer Fund (08)	\$ 7,565.84
	Total MR Sewer Fund Bills Presented for Payment	\$ 7,565.84
1141-1142	Emergency Services Fund (50)	\$ 84,681.98
	Total EMS Fund Bills Presented for Payment	\$ 84,681.98
	TOTAL ALL BILLS PRESENTED FOR APPROVAL	\$ 343,837.30

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

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 SUPERVISOR'S SIGNATURE DATE

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WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE July 17, 2023

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (06/18-07/01/2023) Ck Date 07/07/23	\$ 12,982.31
WIRE	Payroll Qrtly 06/30/23	\$ 1,239.33
WIRE	IRS Tax Payment	\$ 4,824.46
WIRE	IRS Tax Payment Otrly 06/30/23	\$ 215.16
WIRE	PA State Withholding Payment	\$ 544.28
WIRE	PA State Withholding Payment Qrtly 06/30/23	\$ 43.17
39283-39316	Check Register General Fund (01)	\$ 83,506.56
WIRE	PECO Bills	\$ 741.64
	Total General Fund Bills Presented for Payment	\$ 104,096.91
1746-1748	Cable Access Fund (05)	\$ 547.91
	Total Cable Access Presented for Payment	\$ 547.91
131-132	Sewer Fund (08)	\$ 7,684.33
	Total JCE Sewer Fund Bills Presented for Payment	\$ 7,684.33
1269	Sewer Fund (09)	\$ 17.20
	Total JCE Sewer Fund Bills Presented for Payment	\$ 17.20
	TOTAL ALL BILLS PRESENTED FOR APPROVAL	\$ 112,346.35
9977-10024	ESCROW CHECK REGISTER (ATTACHED)	\$207,381.79
	Total Escrow Bills Presented for Payment	\$207,381.79
WIRE	Transfers General Fund 100.0546 to: Payroll 07/07/23	\$ 35,000.00

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

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SUPERVISOR'S SIGNATURE DATE

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SUPERVISOR'S SIGNATURE DATE