

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING NOVEMBER 20, 2023**

The Wrightstown Township Board of Supervisors met on Monday, November 20, 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 7:30 P.M. Present were Vice Chair Jane B. Magne, Treasurer Robert S. Lloyd, Solicitor Vicki Kushto, Township Engineer George DiPersio, and Township Manager Stacey Mulholland. Also present was Newtown Police Chief John Hearn.

APPROVAL OF MINUTES:

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the Board of Supervisors meeting minutes of May 15, 2023, were approved by unanimous vote.

APPROVAL OF BILLS:

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the attached November 6, 2023, 2023 bills list was approved including interfund transfers.

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the attached November 20, 2023 bills list was approved including escrow payments and interfund transfers

ANNOUNCEMENTS:

- A.** Vice Chair Magne announced that the Village Library will be hosting the following programs. Registration for the programs are available online at www.calendarbuckslib.org.
- Christmas Carolers Holiday Program, December 4, 2023, from 7 pm- 8 pm.
 - Virtual Art Workshop, December 11, 2023, from 6:30- 8 pm.
 - Children's and Adult Yoga Programs. For more information, visit the Village Library website.

- B.** There were no changes to the agenda.

PUBLIC COMMENT:

There was none.

POLICE REPORT: October

Chief Hearn presented the October police report. There were 452 calls for service, 32 traffic citations, and 13 traffic accidents. The truck enforcement details this month were outside the Wrightstown jurisdiction. Chief Hearn announced the "Drug Take Back" yielded 94 lbs. of unwanted narcotics. The Newtown Holiday Parade on Sycamore Street will be held on Saturday, December 3, 2023.

SOLICITOR'S REPORT:

- A. Twining Conditional Use, 2272 Second Street Pike, TP 53-012-006-004-** Solicitor Kushto opened the Conditional Use hearing for the Twining Enterprises application. The project is located at 2272 Second Street Pike. The Applicant Stephen McIntyre was represented by Attorney Don Marshall. The Applicant's counsel stated that the Gilmore and CKS review letters were both "will comply." The Applicant's business hours of operation are 7 am- 6 pm, Monday through Saturday. There are 12 full-time employees and two part-time employees. Following testimony, the Board discussed a number of conditions. With respect to an issue regarding impervious surface, Solicitor Kushto indicated that there is an error in the current zoning ordinance which shows a 5% impervious surface instead of 50% for this zoning district. On a motion by Chairman Pogonowski, seconded by Treasurer Lloyd, Solicitor Kushto was authorized to prepare the CU decision for approval of the Twining Enterprises subject to the conditions discussed. A full transcript is available from Blum Moore Reporting Services.
- B. Twining Review of Amended Final Land Development Plan-** The applicant presented their Amended Final Land Development plan dated October 11, 2023. The applicant noted and the Township Solicitor Kushto concurred that the Township's ordinance limiting impervious surface to 5% is a misprint in the codified version. The ordinance will need to be amended and readopted. The applicant stated that the Planning Commission letter, the Gilmore letter, and the CKS letter are all "will comply." The applicant requested waivers as outlined in the Tri-State Engineers and Land Surveyors, Inc. dated October 11, 2023. On motion by Treasurer Lloyd, seconded by Vice Chair Magne, Solicitor Kushto was directed to prepare a resolution of approval for the Twining Enterprises subject to conditions discussed. The motion was approved.
- C. Resolution #2023-23 Martino Subdivision-** Solicitor Kushto was authorized at the November 13, 2023, meeting to prepare a resolution approving the subdivision. Resolution #2023-23 has been prepared and circulated. On motion by Vice Chair Magne, seconded by Treasurer Lloyd, the motion was carried by unanimous vote to approve the resolution.

D. ENGINEER'S REPORT:

- A. Engineer's Report.** The Board received the October Engineer's Report.
- B. Dunkin Donuts Escrow Release-** On motion by Treasurer Lloyd, seconded by Vice Chair Magne, Escrow Release No. 2 for Dunkin Donuts was approved. See attached Certificate of Completion.

SUPERVISORS' COMMENTS:

On behalf of the board, Vice Chair Magne wished to extend condolences on the passing of long-time residents Frank Kulp and George Rowe. Mr. Kulp had served on the Township's Planning Commission and Zoning Hearing Board. Mr. Rowe was a long-time member of the Lingohocken Fire Company.

DEPARTMENT REPORTS: Chair Pogonowski announced the following reports were received by the Board of Supervisors. Reports are on file.

- A. Code/Zoning Department.
- B. Public Works/Road Department.
- C. Lingohocken Fire Company Report

MANAGER'S REPORT:

- A. **Update on the Five Points Intersection-** Manager Mulholland provided the board with past studies on improvements for the intersection. The Township's Traffic Engineer, Matt Johnson of Pennoni shared with Ms. Mulholland that today, these improvements would likely exceed \$2 million in costs.
- B. **Budget Vote-** Manger Mulholland announced the 2024 Budget vote has been advertised and scheduled for a vote on December 11, 2024. The budget is available for inspection on the Township website.
- C. **Cell Tower Contract-** Manager Mulholland reported that American Tower reached out to and informed the Township that due to a change in market conditions, they would like to revisit the contract. Chair Pogonowski suggested that we schedule this for a work session discussion.

UNFINISHED BUSINESS:

There was none.

NEW BUSINESS:

There was none.

PUBLIC COMMENT:

Mr. Joe Young, developer of the Dunkin Donuts property, accompanied by his landscapers Diane and Anthony Marrazzo, reported that they are running into supply problems acquiring trees of the caliber specified in the approved plan. Mr. Young has the option to delay planting until the spring or purchase the smaller caliber tree and delay the start of the 18-month maintenance period until the trees reach the proper size. Chairman Pogonowski explained that these were decisions for the developer to determine. If undersized plantings are installed, there would be no escrow release until the planting matures to the specification listed on the land development plan.

EXECUTIVE SESSION:

Manager Mulholland said there will be an Executive Session to discuss litigation and personnel matters.

ADJOURNMENT:

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 8:56 P.M.

Respectfully submitted,

Stacey Mulholland,
Manager

WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE November 6, 2023

CHECK NO.	NAME	AMOUNT
39538-39547	Check Register General Fund (01)	\$ 19,392.63
WIRE	Flexible Spending (FSA) OCT 23	\$ 26.25
WIRE	PECO Bills	\$ 745.70
<i>Total General Fund Bills Presented for Payment</i>		<u>\$ 20,164.58</u>
AUTOMATIC	Buidling Loan Payment 11/01/23	\$ 2,422.00
AUTOMATIC	Highway Capital Reserve Loan 11/18/23	\$ 10,833.00
1773-1775	Cable Access Fund (05)	\$ 1,232.94
<i>Total Cable Access Presented for Payment</i>		<u>\$ 1,232.94</u>
1281-1282	Sewer Fund (09)	\$ 8,463.35
<i>Total JCE Sewer Fund Bills Presented for Payment</i>		<u>\$ 8,463.35</u>
1316	Open Space Fund (10)	\$ 370.00
<i>Total Open Space Fund Bills Presented for Payment</i>		<u>\$ 370.00</u>
TOTAL ALL BILLS PRESENTED FOR APPROVAL		<u>\$ 43,485.87</u>
WIRE	Transfers General Fund 100.0546 to:	\$ 20,000.00
	2022	

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

/s/

SUPERVISOR'S SIGNATURE DATE

/s/

SUPERVISOR'S SIGNATURE DATE

WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE November 20, 2023

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (Oct 22-Nov 4, 2023) Ck Date 11/10/23	\$ 11,164.94
WIRE	IRS Tax Payment 11/10/24	\$ 5,994.06
WIRE	PA State Withholding Payment 11/10/24	\$ 468.15
39549-39590	Check Register General Fund (01)	\$ 25,222.00
	Total General Fund Bills Presented for Payment	\$ 42,849.15
1776-1778	Cable Access Fund (05)	\$ 531.54
	Total Cable Access Presented for Payment	\$ 531.54
1070-1071	Special Projects Fund (06)	\$ 46,678.00
	Total Cable Access Presented for Payment	\$ 46,678.00
154-155	Sewer Fund (08)	\$ 4,142.39
	Total MR Sewer Fund Bills Presented for Payment	\$ 4,142.39
1284	Sewer Fund (09)	\$ 5,663.30
	Total JCE Sewer Fund Bills Presented for Payment	\$ 5,663.30
1317	Open Space (10)	\$ 907.96
	Total Open Space Fund Bills Presented for Payment	\$ 907.96
1042	Liquid Fuels Fund (35)	\$ 24,749.00
	Total Liquid Fuels Fund Bills Presented for Payment	\$ 24,749.00
1126	Park & Recreation (42)	\$ 238.62
	Total Park & Rec Bills Presented for Payment	\$ 238.62
	TOTAL ALL BILLS PRESENTED FOR APPROVAL	\$ 125,759.96
10177-10252	ESCROW CHECK REGISTER (ATTACHED)	\$25,448.48
	Total Escrow Bills Presented for Payment	\$25,448.48

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

/s/

 SUPERVISOR'S SIGNATURE DATE

/s/

 SUPERVISOR'S SIGNATURE DATE

Wrightstown Township
2203 Second Street Pike
Wrightstown, PA 18940


CERTIFICATE OF COMPLETION

October 30, 2023

Subject: 811 Durham Road – Dunkin Donuts
Escrow Release No. 2

We, the undersigned, hereby certify that the improvements required in connection with the Plans and this Agreement for 811 Durham Road – Dunkin Donuts project have been completed, as identified on the Summary of Escrow Account spreadsheet dated October 30, 2023.

Balance Prior to Payments Approved Hereunder	\$448,106.78
Amount of Approved Payments Hereunder	<u>\$164,930.00</u>
Current Undrawn Balance	\$283,176.78



Cindy VanHise, P.E.
Township Engineer

/s/

Wrightstown Township Manager