

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING APRIL 17, 2023**

The Wrightstown Township Board of Supervisors met on Monday, April 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 7:30 P.M. Present were Vice Chair Jane B. Magne, Treasurer Robert S. Lloyd, Solicitor Vicki Kushto, Township Engineer Cindy VanHise and Township Manager Stacey Mulholland.

APPROVAL OF MINUTES:

On a motion by Treasurer Lloyd, seconded by Chair Pogonowski, the Board of Supervisors meeting minutes of February 6, 2023 were approved unanimously.

APPROVAL OF BILLS:

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following April 17, 2023 payments were approved unanimously:

General Fund bills	\$61,732.93
Cable Access Fund bills	680.83
Special Projects Fund bills	18,127.00
TOTAL	\$80,540.76

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

General Fund to Payroll Fund	\$20,000.00
Liquid Fuels Fund to General Fund	\$150,000.00

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the April 17, 2023 Escrow bills list for \$16,724.82 was approved unanimously.

ANNOUNCEMENTS:

- A.** Vice Chair Magne announced that the Village Library will be hosting the following programs. Registration for the programs is available online at www.calendarbuckslib.org.
- A Virtual Art Class: Ladybug Colored Pencil will be held on Monday, April 24 from 6:30 to 7:45 P.M
 - Music Play Patrol's Mr. Boom Boom will be held on Wednesday, April 26 from 10:00 to 10:45 A.M.
 - The Library's Used Book Sale will be held on Friday, May 5 from 4:00 to 6:30 P.M., Saturday, May 6 from 9:00 A.M. to 5:00 P.M., Sunday May 7 from 1:00 to 5:00 and Thursday, May 11 from 10:00 A.M. to 6:00 P.M.
- B.** The Village Library will host Movie Night on Friday, April 21. "Avatar: The Way of Water" will be shown at 7:00 P.M.
- C.** Manager Mullholand requested that proposals for the removal of trees be added to the agenda under the Manager's Report. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the item was added to the agenda.

RECORDER OF DEEDS, DANIEL McPHILLIPS:

Mr. McPhillips thanked the Township and presented a certificate of appreciation for the Township’s donation to the County’s Old Deed Book Restoration Project. Mr. McPhillips noted the oldest deed book in the County is from 1684. There are a total of 700 books in the project, with an average restoration cost of \$5,000 per book. He also commented that Deed Book 33 contains the deed to the Township’s Octagonal Schoolhouse and Deed Book 49 has the deed for the Wrightstown Trading Post originally owned by John Chapman. Vice Chair Magne extended an invitation on behalf of the Historical Commission to Mr. McPhillips to tour the Octagonal Schoolhouse.

PUBLIC COMMENT:

There was none.

POLICE REPORT:

Chief Hearn presented the March police report. There were 533 calls for service, 72 traffic citations and 11 traffic accidents. Chief Hearn also announced several upcoming events.

- DEA “Drug Take-Back Day” will be held at the Newtown Township building on April 22 from 10:00 A.M. to 2:00 P.M.
- “Pretzels with the Police” will take place at Middletown Grange on May 20 from 9:00 A.M. to 1:00 P.M during Wrightstown Community Day.
- “Cops, Coffee and Classic Cars” will take place at Veterans Park on May 21.

Vice Chair Magne announced the Township will be hosting “Community Day” on May 20 from 9:00 A.M. to 1:00 P.M. at Middletown Grange located at 576 Penns Park Road.

SOLICITOR’S REPORT:

There was none.

ENGINEER’S REPORT:

The Board accepted the Engineer’s report for February.

SUPERVISORS’ COMMENTS:

There were none.

DEPARTMENT REPORTS:

- A. Code/Zoning Department.** Chair Pogonowski reviewed the January and February reports. For January there were 14 permits issued, 26 permit inspections (1 failed inspection) and a total of \$8282.50 in fees collected, of which \$1000.00 was from escrows. For February there were 10 permits issued, 23 permit inspections (4 failed inspections) and a total of \$17,661.00 in fees collected, of which \$6215.00 was from escrows.
- B. Public Works Department.** The Board received the January and February reports.
- C. Lingohocken Fire Company Report.** Chair Pogonowski reviewed the February report. There were 16 calls for service, 112 man-hours for responses and 107 man-hours for training, for a total of 219 man-hours of service to the community.
- D. Boards and Commissions.**
 - i. Planning Commission.** Vice Chair Magne said the Planning Commission reviewed the Sullivan Conditional Use and Land Development applications.
 - ii. Historical Commission.** Vice Chair Magne reported the Historical Commission is working on pamphlets to hand out during the Octagonal Schoolhouse open house events and on the Grange exhibit for the display case in the lobby of the Township building. She also announced that Isabella Vance will be completing a historical planting project at the Octagonal Schoolhouse for her 4-H Diamond Award project. She will also volunteer during the open

house events at the Schoolhouse. The Historical Commission is continuing to seek out other young volunteers to help with the Schoolhouse tours.

MANAGER'S REPORT:

- A. CKS Authorization to Compile A Bid Package for Octagonal Schoolhouse Roof.** Manager Mulholland reported that the Octagonal Schoolhouse roof needs to be replaced. The Historical Commission obtained an estimate of \$29,600.00 which is over the \$21,900.00 minimum bid limit. Therefore, Manager Mulholland asked for approval to authorize CKS to compile a bid package for the project. On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the Board authorized CKS to design a bid package for roof replacement at the Octagonal Schoolhouse.
- B. DVRPC EV Charging Station.** Manager Mulholland received a letter from the Delaware Valley Regional Planning Commission asking if the Township had an interest in installing an EV charging station within the Township. Funding for the station would be provided by a Federal grant and required certain site conditions. Chair Pogonowski noted the Jointure is in the process of creating an ordinance for EV charging station guidelines. He does not think the Township is ready to commit to a charging station currently.
- C. Dunkin Donut Technical Review.** Manager Mulholland reported the Township has received a Technical Review Board application from Dunkin Donuts. Chair Pogonowski said the application pertains to a change in the fire sprinkler system. Solicitor Kushto commented that if the application is approved, Dunkin Donuts will need to return to the Board to amend their Land Development approval.
- D. Proposal for Tree Removal.** Manager Mulholland stated that the proposal for tree removal originally obtained by Public Works was too high. Two additional proposals were obtained. The lowest proposal was from Lukens Landscaping for \$2,750.00. The trees to be removed are located on Penns Park Road as well as a tree at the Township building. On a motion by Chair Pogonowski, seconded by Vice Chair Magne, the Board authorized Lukens Landscaping to remove the trees in the proposal and to include the tree at the Township building for \$2,750.00.
- E.** Manager Mulholland reported that the Township staff had CPR training last week. Also, registration for the Township's "Summer Playground" is now open.

UNFINISHED BUSINESS:

There was none.

NEW BUSINESS:

There was none.

PUBLIC COMMENT:

There was none.

EXECUTIVE SESSION:

There was an executive session to discuss personnel matters.

ADJOURNMENT:

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 8:08 P.M.

Respectfully submitted,

Stacey Mulholland, Manager