

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS**  
**REGULAR MEETING JUNE 17, 2024**

The Wrightstown Township Board of Supervisors met on Monday, June 17, 2024, 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.

**PUBLIC COMMENT:**

There was none.

**ANNOUNCEMENTS:**

Vice Chair Magne announced the Wrightstown Summer Playground program will held on Monday through Thursday mornings the second, third and fourth weeks in July. She urged participants to register early due to the limited availability of spots. Registration can be completed by contacting the Township office.

**SOLICITOR'S REPORT:**

- A. JMZ Ordinance #2024-01, LI/O-LI Overlay.** Solicitor Kushto presented a Joint Zoning Ordinance proposed by Newtown Township, which would introduce mixed use development and town center apartments as permissible uses as an overlay district within the LI/O-LI zoning district. This ordinance would only affect Newtown Township. Chair Pogonowski moved to approve Jointure Ordinance #2024-01, Wrightstown Township Ordinance #336. The motion was seconded by Treasurer Lloyd and unanimously approved.
- B. JMZ Ordinance #2024-02, List Definitions in Alphabetical Order.** Solicitor Kushto discussed a proposed ordinance to improve organizational clarity by listing all definitions in alphabetical order rather than by section number. Vice Chair Magne moved to approve Jointure Ordinance #2024-02, Wrightstown Township Ordinance #337. It was seconded by Treasurer Lloyd and the motion was unanimously approved.
- C. JMZ Ordinance #2024-03, Amendment of Maximum Impervious Surface Coverage in RI and RI-A.** Solicitor Kushto presented a proposed ordinance to amend the previously stated impervious surface percentage in the RI and RI-A zoning districts, changing it from 5% to 50%. This amendment was needed to correct a codification error which incorrectly codified 5% instead of 50%. Vice Chair Magne moved to approve Jointure Ordinance #2024-03, Wrightstown Township Ordinance #338. Treasurer Lloyd seconded the motion which was unanimously approved.
- D. Fire Code Ordinance.** At the previous Work Session, Solicitor Clemons presented a proposed Fire Code Ordinance. The Board requested further clarification. A subsequent meeting with Chair Pogonowski, Township staff and the zoning officials suggested incorporating the previously discussed edits. Chair Pogonowski moved to authorize Solicitor Kushto to advertise the ordinance, which was seconded by Treasurer Lloyd. The motion was unanimously approved.

**SUPERVISORS' COMMENTS:**

There were none.

**DEPARTMENT REPORTS:**

- A. Code/Building.** For March the Code/Building Department reported 21 permits, 21

inspections (2 failed), and 11 commercial fire inspections, with a total of \$19,064.20 collected, of which \$11,000 was escrows. The April report detailed 32 permits, 19 building inspections (3 failed), and seven commercial fire inspections, with a total of \$19,268.42 collected, of which \$1000 was escrows. Both reports were accepted, with the Board requesting further clarification regarding details of the residential resale inspections on both reports.

- B. Public Works.** Foreman Dave James was present to report the work completed by the Public Works Department during March, April, and May. He discussed the completion of the Robin Road crossover pipe project, the crossover pipe and road work completed on Cedar Lane, as well as storm clean-up, cold patch repairs, and mowing. The Board and professionals discussed the potential of continuing projects on Cedar Lane in the fall. The Board accepted the report.
- C. Lingohocken Fire Company.** Chair Pogonowski presented the Lingohocken Fire Company report for March, noting 20 calls and 244 man-hours of service. For April, there were 26 calls and 240 man-hours of service, and for May, there were 14 calls and 136 man-hours of service to the community. The reports were accepted.
- D. Central Bucks EMS.** The Central Bucks EMS report for March and April included 18 calls in Wrightstown in April. There were 60 for the year. The reports were accepted as presented.
- E. Board and Commissions.** Vice Chair Magne commented on the minutes of various Boards and Commissions.
  - a. Planning Commission.** The Planning Commission reviewed ordinances, Zoning Hearing Board applications, the proposed Joint Comprehensive Plan and potential discussion points that may have future impact on the Township. The minutes through April were accepted.
  - b. Park and Recreation.** The Park and Recreation Board has been actively working on Community Day, the Summer Playground, and the Harvest Festival as was reflected in the minutes of February, March, and April.
- F. Engineer's Report.** The Engineer's Report was accepted as presented.
- G. Finance Report.** The Finance Report was accepted as presented.
- H. Police Report.** Chief Hearn presented the Newtown Township Police Report for March which included 514 incidents and 9 traffic accidents. The April report noted 526 incidents and 9 traffic accidents. The May report highlighted 518 incidents and 19 traffic crashes. Additionally, Chief Hearn promoted an upcoming event Water Ice with a Cop on June 27<sup>th</sup> from 6:30 to 8:30 P.M. at Rita's Water Ice in Newtown. He concluded with a reminder for residents to remain vigilant against scammers, and provided safety advice for handling paperless payments and secure mailing of payments.

#### **MANAGER'S REPORT:**

- A. Updated Emergency Operations Plan.** Manager Mulholland presented a revised Emergency Operations Plan. With a suggested revision, it will be included on a future agenda.
- B. Auditors' Compensation, Resolution #2024-16.** Manager Mulholland introduced Resolution #2024-16 which outlined an hourly pay rate adjustment for the Township Auditors. The auditor's rate was increased from \$10/hour to \$18/hour, not to exceed \$1,800 per year. Chair Pogonowski made a motion to approve, which was seconded by Vice Chair Magne. The motion was unanimously approved.

#### **APPROVAL OF BILLS:**

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the attached June 17, 2024, bills list and interfund transfers were approved unanimously. See attached.

**APPROVAL OF MINUTES:**

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the Work Session minutes of June 10, 2024, with edits, were approved unanimously.

**UNFINISHED BUSINESS:**

There was none.

**NEW BUSINESS:**

There was none.

**PUBLIC COMMENT:**

There was none.

**EXECUTIVE SESSION:**

There was none.

**ADJOURNMENT:**

On a motion by Treasure Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 7:55 P.M.

Respectfully submitted,

Stacey Mulholland, Manager

Attachments: Bills List of June 17, 2024.



**WRIGHTSTOWN TOWNSHIP**  
**BILLS PRESENTED FOR APPROVAL**

DATE June 17, 2024

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (05/19/24-06/01/24) Ck Date: 06/07/24	\$ 13,163.61
WIRE	IRS Tax Payment 06/07/24	\$ 4,564.25
WIRE	PA State Withholding Payment 06/07/24	\$ 544.25
40073-40106	Check Register General Fund (01)	\$ 40,991.40
WIRE	PECO Bills	\$ 2,208.04
	<b>Total General Fund Bills Presented for Payment</b>	<b><u>\$ 61,471.55</u></b>
1822-1824	Cable Access Fund (05)	\$ 1,204.23
	<b>Total Cable Access Presented for Payment</b>	<b><u>\$ 1,204.23</u></b>
172-174	Sewer Fund (08)	\$ 14,798.93
	<b>Total MR Sewer Fund Bills Presented for Payment</b>	<b><u>\$ 14,798.93</u></b>
1302-1304	Sewer Fund (09)	\$ 16,684.16
	<b>Total JCE Sewer Fund Bills Presented for Payment</b>	<b><u>\$ 16,684.16</u></b>
1004-1006	Park & Open Space (25)	\$ 14,291.76
	<b>Total Open Space Fund Bills Presented for Payment</b>	<b><u>\$ 14,291.76</u></b>
	<b>TOTAL ALL BILLS PRESENTED FOR APPROVAL</b>	<b><u>\$ 108,450.63</u></b>
10589-10654	ESCROW CHECK REGISTER (ATTACHED)	<u>\$30,609.88</u>
	<b>Total Escrow Bills Presented for Payment</b>	<b><u>\$30,609.88</u></b>
WIRE	Transfers General Fund 100.0546 to: Payroll 06/10/24	\$ 25,000.00

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS


06/15/2024  
 SUPERVISOR'S SIGNATURE      DATE  

6/17/2024  
 SUPERVISOR'S SIGNATURE      DATE