

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MAY 6, 2024

The Wrightstown Township Board of Supervisors met on Monday, May 6, 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.

SOLICITOR'S REPORT:

- A. Newtown Area Joint Comprehensive Plan, Resolution #2024-13.** Jeremy Stoff, Planner from the Bucks County Planning Commission presented the proposed Joint Comprehensive Plan. He provided a detailed presentation covering the background, planning process, overview, and key highlights. After his presentation, the Board deliberated and adopted the proposed 10-year Plan. Vice Chair Magne made a motion to adopt Resolution #2024-13 which was seconded by Treasurer Rob Lloyd. The motion was unanimously approved.
- B. 239 Ridge Avenue, Conditional Use Hearing.** Anthony and Giuseppina Hipple, represented by Attorney Matt McHugh, have proposed improvements to the buffer overlay zone encompassing 239 and 241 Ridge Avenue and merging lots 3 and 4. The revised plans would include removal of the existing driveway and construction of a new, wider driveway with general access to both the existing single-family dwelling and any future building areas. Adjustments to the building layout were made to comply with impervious surface regulations, specifically targeting an 8% threshold, aligning with the widened driveway. During deliberations, Dave O'Donnell, a neighbor at 285 Ridge Avenue, inquired about the restoration of the original two ponds and potential traffic ramifications stemming from commercial development. While Anthony Hipple expressed willingness to reconstruct the ponds eventually, Attorney McHugh affirmed the Hipple's commitment to adhering to all pertinent zoning regulations and ordinances for any commercial construction endeavors. Following a motion by Chair Pogonowski and seconded by Vice Chair Magne, the Board tasked Solicitor Kushto with drafting a formal decision of approval, contingent upon specified conditions. The motion was unanimously approved.
- C. JMZ Ordinance Expansion of Non-Conforming Structures.** Solicitor Kushto opened a hearing on the proposed amendment to the Joint Zoning Ordinance regarding the expansion of non-conforming structures. It had been circulated to the Bucks County Planning Commission, as well as to Upper Makefield and Newtown Townships where it had been recommended for adoption. Treasurer Lloyd made a motion to approve Wrightstown Ordinance #334, which was seconded by Vice Chair Magne. The motion was unanimously approved.
- D. Intergovernmental Agreement Ordinance 335.** Solicitor Kushto presented Wrightstown Ordinance #335 authorizing the Chair to sign Addendum 9 to the Jointure agreement. This revision codifies the current working relationship between the three municipalities. On a motion by Chair Pogonowski, seconded by Vice Chair Magne, the motion was unanimously approved.

ENGINEER'S REPORT:

- A. MS4 DEP Grant, Resolution #2024-10.** Engineer Van Hise revisited the previously discussed MS4 restoration permit that was approved and requested Board approval to apply for a DEP Water Restoration Grant for \$292,000. On a motion by Vice Chair Magne and seconded by Treasure Lloyd, the Board unanimously approved Resolution #2024-10.
- B. 2024 Road Program Bids for Base Repairs on Park Avenue.** Engineer Van Hise presented two bid options for base repairs on Park Avenue. Associated Paving Contractors provided the lowest bid. Chair Pogonowski made a motion to award the bid to Associated Paving Contractors for \$33,500, which was seconded by Treasurer Lloyd. The motion was unanimously approved. A summary of the bid tabulation is attached.

ANNOUNCEMENTS:

Vice Chair Magne announced that the final day of the Village Library's Spring Book Sale would be Thursday, May 9 from 10 A.M. to 6 P.M. Additionally, a Virtual Art Workshop would be held on Monday, May 13 from 6:30 to 7:45 P.M. Most Library programs will be held outdoors in the new pavilion while the Community Room is unavailable. Manager Mulholland gave an update on obtaining painter quotes for repainting the Community Room.

SUPERVISORS' COMMENTS:

Vice Chair Magne addressed a resident's concern regarding customers of Dunkin Donuts parking in the Anchor Crossing parking lot and crossing Route 413 to access the business located on the opposite side of the road. In addition, vehicles have been reported to be parking on the shoulder of 413 rather than utilizing the Dunkin parking lot. Of concern is the safety risk posed to individuals navigating the busy roadway. Engineer Van Hise and Solicitor Kushto will review possible options to establish a No Parking designation along Rt. 413 at that location. Manager Mulholland also contacted PADOT about enforcement procedures.

MANAGER'S REPORT:

- A. Washington Crossing Bridge, Resolution #2024-11.** Manager Mulholland reported on a previously drafted resolution stating the Board's opposition to the Washington Crossing Bridge Replacement study. Included in the resolution were Solicitor Clemons' edits that propose making it a one-way bridge supported by traffic signals on both ends. Vice Chair Magne made a motion to approve Resolution #2024-11, which was seconded by Treasurer Lloyd. The motion was unanimously approved.
- B. PADOT Traffic Signal Maintenance Agreement, Resolution #2024-12.** Manager Mulholland introduced a new PADOT procedure necessitating an updated maintenance plan, submitted by the Township Traffic Engineer. Along with the Township sign-off on revised ADA curb ramp plans at the Swamp Road and Route 232 intersection, PADOT has mandated a master agreement for traffic signal upgrades and a resolution for future upgrades. Chair Pogonowski moved to approve resolution #2024-12, which was seconded by Vice Chair Magne. The motion was unanimously approved.
- C. Quotes for New Mower.** Manager Mulholland reported that a mower used by Public Works, and needed during the summer season, had reached the end of its useful lifespan. Options presented included repairing the existing mower, subcontracting mowing services, or procuring a new mower. The cost for each was discussed, along with multiple quotes for purchasing a new mower. The Board opted to defer the discussion to the next meeting and requested the Manager explore lending options in the interim.

D. Emergency Management Services Fund Account. Manager Mulholland reported that an EMS Fund account with First National Bank and Trust, used as a transfer account has a balance minimum attached to it to avoid service fees. Township Financial Coordinator Kim Kleinguenther suggested that the fund be moved from a money market account into a commercial checking account. Chair Pogonowski made a motion authorizing the movement of funds and Treasurer Lloyd seconded it. The motion was unanimously approved. The Manager was authorized to notify First National Bank of the Board's decision.

APPROVAL OF BILLS:

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the attached April 15, 2024, bills list was approved unanimously. See attached.

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the attached April 29, 2024, bills list was approved unanimously. See attached.

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the attached May 6, 2024, bills list was approved unanimously. See attached.

APPROVAL OF MINUTES:

On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, the Board of Supervisors minutes of April 8, 2024, with edits, were unanimously approved.

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 Treasre Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 9:15 P.M.

Respectfully submitted,

Stacey Mulholland, Manager

Attachments: Bid Tabulation, Bills List of April 15, 2024, April 29, 2024, and May 6, 2024

WRIGHTSTOWN TOWNSHIP, BUCKS COUNTY

2024 ROADWAY REPAIR PROGRAM

BID SUMMARY

BID DATE: APRIL 24, 2024

	CONTRACTOR	BASE BID
1	Associated Paving Contractors, Inc. 1525 Campus Dr. Warminster, PA 18974	\$47,750.00
2	Haines Paving & Landscape, Inc. P.O. Box 546 1163 Sackettsford Rd. Rushland, PA 18956	\$48,200.00

WRIGHTSTOWN TOWNSHIP, BUCKS COUNTY

2024 ROADWAY REPAIR PROGRAM

BID TABULATION: April 24, 2024

No.	Description	Unit Of Measure	Quantity	(1)		(2)	
				Associated Paving Contractors, Inc.	Unit Price	Haines Paving & Landscape, Inc.	Unit Price
BASE BID							
1	Pavement Repair - Type II (5" 25 mm Base)	SY	900	\$47.50	\$ 42,750.00	\$49.00	\$ 44,100.00
2	Misc. Excavation Below Subgrade	CY	5	\$240.00	\$ 1,200.00	\$100.00	\$ 500.00
3	Replace 18-Inch RCP (complete in place)	LF	8	\$475.00	\$ 3,800.00	\$450.00	\$ 3,600.00
BASE BID TOTALS					\$47,750.00		\$48,200.00

**WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL**

DATE April 15, 2024

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (03/24/24-04/06/24) Ck Date: 04/12/24	\$ 12,580.67
WIRE	IRS Tax Payment	\$ 4,455.08
WIRE	PA State Withholding Payment	\$ 523.82
39907-39943	Check Register General Fund (01)	\$ 28,177.67
WIRE	PECO Bills	\$ 4,722.63
	Total General Fund Bills Presented for Payment	<u>\$ 50,459.87</u>
1807-1810	Cable Access Fund (05)	\$ 7,513.43
	Total Cable Access Presented for Payment	<u>\$ 7,513.43</u>
164-165	Sewer Fund (08)	\$ 5,111.62
	Total Sewer MR Presented for Payment	<u>\$ 5,111.62</u>
1293-1294	Sewer Fund (09)	\$ 15,450.07
	Total JCE Sewer Fund Bills Presented for Payment	<u>\$ 15,450.07</u>
	TOTAL ALL BILLS PRESENTED FOR APPROVAL	<u>\$ 78,534.99</u>
10465-10520	ESCROW CHECK REGISTER (ATTACHED)	<u>\$87,836.69</u>
	Total Escrow Bills Presented for Payment	<u>\$87,836.69</u>
WIRE	Transfers Contingency Fund - 0674 Payroll -0907	\$ 30,000.00

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

SUPERVISOR'S SIGNATURE DATE

SUPERVISOR'S SIGNATURE DATE

WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE April 29, 2024

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (04/07/24-04/20/24) Ck Date 04/26/24	\$ 13,113.61
WIRE	IRS Tax Payment 04/26/24	\$ 4,538.95
WIRE	PA State Withholding Payment 04/26/24	\$ 542.01
39944-39973	Check Register General Fund (01)	\$ 105,954.56
	Manager Credit Card - March 24	\$ 4,470.22
	Manager Credit Card - April 24	\$ 2,257.66
WIRE	PECO Bills	\$ 1,555.70
	Total General Fund Bills Presented for Payment	\$ 132,432.71
1811-1813	Cable Access Fund (05)	\$ 704.91
	Total Cable Access Presented for Payment	\$ 704.91
1073	Special Projects Fund (06)	\$ 11,817.00
	Total Special Proj Fund Bills Presented for Payment	\$ 11,817.00
166	Sewer Fund (08)	\$ 38.76
	Total MR Sewer Fund Bills Presented for Payment	\$ 38.76
1296	Sewer Fund (09)	\$ 9,162.14
	Total JCE Sewer Fund Bills Presented for Payment	\$ 9,162.14
	TOTAL ALL BILLS PRESENTED FOR APPROVAL	\$ 154,155.52
WIRE	Transfers General Fund 100.0546 to: Flexible Spending New Employee Enrollment	\$ 2,000.00
WIRE	Contingency Fund 0674 to: Payroll 04/26/24	\$ 20,000.00

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

SUPERVISOR'S SIGNATURE DATE

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