

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING APRIL 1, 2024

The Wrightstown Township Board of Supervisors met on Monday, April 1, 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 JaneB. Magne, Treasurer Robert S. Lloyd, Solicitor Vicki Kushto, Township Engineer Cindy VanHise, and Township Manager Stacey Mulholland.

ANNOUNCEMENTS:

An Executive Session was held prior to the meeting to discuss personnel, litigation, and land.

Vice Chair Magne announced that the Village Library will be hosting its annual spring used book sale on Friday, May 3 from 4:00 to 6:30 P.M. Registration will be required, along with a \$26 donation fee to participate that night, as spots will be limited. The sale will continue May 4, 5, and 9.

Wrightstown Community Day will be held on Saturday, May 18 from 9:00 A.M to 1:00 P.M. at the Grange Fairgrounds. There will be a yard sale, along with various Township organizations informing residents of their purpose and activities.

PUBLIC COMMENT:

Wasseem Butt, a resident of 149 Jane Chapman Drive, accompanied by his contractor, addressed concerns regarding generator fee permits imposed by the Township. They requested the Board's consideration to reduce these fees to better align with those of neighboring townships. The Board commented that the fees were set after analyzing the actual cost to the Township for inspections and review.

SOLICITOR'S REPORT:

- A. 557 Durham Road, Conditional Use Hearing.** A Conditional Use Hearing for the adaptive reuse of the property owned by Thomas Coates, who was represented by Ed Murphy, Esq., was held to discuss allowed uses for the mixed-use building. The applicant requested approval of several proposed uses, including office, retail shop, service business, financial establishment and eating place. The Board approved these uses but asked that the Township be notified when there is a change of use. The thirteen available parking spaces will be the limiting factor for the various uses. Chair Pogonowski made a motion to authorize the Solicitor to prepare a Conditional Use decision memorializing approval with conditions, which was seconded by Vice Chair Magne. The Board unanimously approved the motion. Additionally, Mr. Coates sought clarification regarding variances relating to an increase in impervious surface coverage and building volume expansion. Since these were minor increases due to adding ADA accessibility and replacement of the old roof, Chair Pogonowski made a motion to direct Solicitor Kushto to issue a letter of no objection to the Zoning Hearing Board. This was seconded by Treasurer Lloyd and unanimously approved by the Board.
- B. 532 Durham Road, Conditional Use Hearing.** Lauren McLaughlin presented an application request to divide a single suit into two sperate suites for the properly known locally as the Trading Post, to allow a large storage area to be used for office space and become part of one

of those suites. After discussion of the twenty-four available parking spaces with respect to an additional tenant, the Board approved the changes on a motion by Treasurer Lloyd and a second by Vice Chair Magne. The Solicitor will issue a written decision. This decision will include the conditions that there will be only one tenant in the newly expanded suite, that there will be no more than 19 employees on the property at a time, and that a stop sign will be erected at the Durham Road exit of the driveway.

- C. **239 Ridge Avenue, Conditional Use Hearing.** Solicitor Kushto opened the Conditional Use Hearing for the Hipple property at 239 Ridge Avenue and then announced the continuation to May 6, 2024.

ENGINEER'S REPORT:

Engineer Van Hise reported the Octagonal Schoolhouse roof project was advertised on March 26 and 29, with the bid opening slated for April 18. Similarly, the road repair contract for Park Avenue will be advertised starting on April 2 and 7, with the bid opening scheduled for April 24. Additionally, within the next week to 10 days, the bid package for micro-surfacing Parsons Lane and Alexander Court will be available. The Board agreed to send letters to affected residents describing the upcoming projects.

SUPERVISORS' COMMENTS:

There were none.

MANAGER'S REPORT:

- A. **Wastewater Treatment Plants Security Enhancement.** Following a review last year, Manager Mulholland discussed security enhancement for the Mathews Ridge and Jane Chapman East wastewater treatment plants. After reviewing the quotes, the Board decided to proceed with the quote from Mercury Systems, LLC. Despite being the second least costly, Mercury Systems, LLC was recommended due to its use of metallic cable as an alternative to conduit. The decision was supported by the Fire Inspector following a site visit. Funding for these enhancements will come from the capital funds allocated for each respective wastewater treatment plant. The Board decided to move forward with the proposals.
- B. **2193 Second Street Pike/Sullivan Four Year Fill Location.** On a motion by Chair Pogonowski, seconded by Vice Chair Magne, the Board authorized Solicitor Kushto to draft an easement agreement delineating the location of a septic fill site for future septic disposal for the barn use on the Sullivan property. The site selected was near the driveway but ten feet from the right-of-way, with restoration of any damage to the field required.

APPROVAL OF BILLS:

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the attached April 1, 2024, bills list was approved unanimously.

APPROVAL OF MINUTES:

On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, the Board of Supervisors minutes of March 18, 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 an executive session to discuss personnel.

ADJOURNMENT:

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

Respectfully submitted

Stacey Mulholland, Manager

Attachment: Bills list of April 1, 2024

WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE April 1, 2024

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (03/10/24-03/23/24) Ck Date 03/29/24	\$ 12,809.59
WIRE	Quaraterly Payroll (03/10/24-03/23/24) Ck Date 03/29/24	\$ 1,406.25
WIRE	IRS Tax Payment Ck Date 03/29/24	\$ 4,518.47
WIRE	Quarterly Payroll	\$ 214.84
WIRE	PA State Withholding Payment Ck Date 03/29/24	\$ 532.65
WIRE	Quarterly Payroll	\$ 43.17
39868-39906	Check Register General Fund (01)	\$ 143,114.86
WIRE	PECO Bills	\$ 830.08
	Total General Fund Bills Presented for Payment	\$ 163,469.91
AUTOMATIC	Buidling Loan Payment 04/01/23	\$ 2,422.00
AUTOMATIC	Highway Capital Reserve Loan 04/18/23	\$ 10,833.00
1805-1806	Cable Access Fund (05)	\$ 1,417.00
	Total Cable Access Presented for Payment	\$ 1,417.00
163	Sewer Fund (08)	\$ 39.17
	Total Sewer Fund (08) Presented for Payment	\$ 39.17
1319	Open Space (10)	\$ 1,431.17
	Total Open Space Fund Bills Presented for Payment	\$ 1,431.17
	TOTAL ALL BILLS PRESENTED FOR APPROVAL	\$ 179,612.25
WIRE	Transfers General Fund 100.0546 to: Payroll 03/27/24	\$ 20,000.00

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

Janet B. Y. Magner 3/29/24
 SUPERVISOR'S SIGNATURE DATE

[Signature] 4/1/24
 SUPERVISOR'S SIGNATURE DATE