

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING FEBRUARY 5, 2024**

The Wrightstown Township Board of Supervisors met on Monday, February 5, 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 7:35 P.M. Present were Treasurer Robert S. Lloyd, Solicitor Vicki Kushto, Township Engineer Cindy VanHise and Township Manager Stacey Mulholland. Vice Chair Jane B. Magne was absent.

**ANNOUNCEMENT:**

On a motion by Chairman Pogonowski, seconded by Vice Chair Magne the February 5, 2024, minutes were approved with edits under ‘Announcements’, addressing the cancellation of the February 12th meeting due to a lack of board quorum and the addition of the Hipple zoning variance application discussion to the meeting's agenda, that was motioned by Chairman Pogonowski and seconded by Treasurer Lloyd, and approved.

**PUBLIC COMMENT:**

Lauren Nikaci of 1044 Cedar Lane lodged a complaint regarding fallen tree limbs from her neighbors' properties which obstruct the culvert under the bridge on her driveway. She requested that perhaps the Township could either address the obstruction or convince the neighbors to take corrective measures so as to avoid a financial outlay for her. Ms. Nikaci also highlighted the damage to the road surface resulting from the obstruction. Chair Pogonowski asked Solicitor Kushto to investigate whether there are ways the Township can rectify this issue.

Waseem Butt of 149 Jane Chapman Drive West expressed concern about generator installation fees, noting that the fees imposed by Wrightstown Township are significantly higher than those in surrounding townships. Chair Pogonowski acknowledged his concern and said it will be considered for further review.

**SOLICITOR'S REPORT:**

- A. Solicitor Kushto reported the proposed changes recommended to the draft Comprehensive Plan by the Planning Commission. They all pertain to the addendum suggested by Newtown Township and to changes from Upper Makefield Township. Chair Pogonowski suggested postponing the edits until after the draft document is recirculated.
- B. Solicitor Kushto presented the Hipple variance for zoning relief and sought the Board's recommendations for the upcoming Zoning Hearing Board meeting on February 14. The requested relief pertains to JMZO Section 903.B.1. allowing structures, filling, and grading within the floodplain for the proposed driveway and restoration of the existing driveway and proposed basin. Additionally, a variance from Sections 1005.A.1. and 1005.B.1. is sought for the installation of the proposed bridge, culvert and driveway within dedicated open space. Solicitor Kushto mentioned that the proposal will also be reviewed by the Planning Commission on February 8. Chair Pogonowski made a motion for Solicitor Kushto to send a memo to the ZHB Solicitor indicating the Board's support for the proposed variances, which was seconded by Treasurer Lloyd. The motion passed.

**ENGINEER'S REPORT:**

- A. Engineer VanHise recommended approval of Escrow Release #5 for the Balmoral subdivision, where the developer requested a release of \$36,566.10. She suggested retaining \$9,000 and releasing \$27,566.10, due to missing monument certifications. Chair Pogonowski made a motion to approve the release of \$27,566.10, which was seconded by Treasurer Lloyd, and approved.
- B. Engineer VanHise provided an update on the Dunkin project, highlighting an unregulated field change related to the sanitary sewer lateral from the septic field to the building. The alteration, not reflected in the landscape plans, inhibits the planting of buffer trees along the property line, as per ordinance

requirements. Despite Dunkin's inability to fully comply, they proposed a root barrier option. Gilmore rejected this proposal, prompting the landscape architect to suggest planting required trees along the property line and substituting shrubs in the affected area. Engineer VanHise sought the Board's approval for this compromise. Chair Pogonowski and Treasurer Lloyd agreed to accept the proposed new landscaping plan if approved by Gilmore & Associates.

**MANAGER'S REPORT:**

Manager Mulholland presented an update on the Village Library repairs. She said that interim Road Foreman Dave James outsourced a more cost-effective repair, at a savings of a few thousand dollars, for the railing of the library. This work had been included in the 2024 budget and the repairs are being implemented.

**APPROVAL OF BILLS:**

On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, the attached February 5, 2024, bills list was unanimously approved.

On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, the attached February 5, 2024, transfers were unanimously approved.

**APPROVAL OF MINUTES:**

On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, the Work Session minutes of January 22, 2024, were unanimously approved.

**UNFINISHED BUSINESS:**

There was none.

**NEW BUSINESS:**

There was none.

**PUBLIC COMMENT:**

Resident Waseem Butt of 149 Jane Chapman Drive West raised concerns about road conditions, specifically addressing major potholes near his residence. It was recommended he contact PennDOT, State Representative Kristen Marcell and Senator Frank Farry to initiate discussions regarding State-owned roads.

**EXECUTIVE SESSION:**

There was an executive session to discuss personnel.

**ADJOURNMENT:**

On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, both voted to adjourn. The meeting was adjourned at 8:20 P.M.

Respectfully submitted,

Stacey Mulholland, Manager

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

DATE February 5, 2024

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (01/14-01/27/2024) Ck Date 02/02/24	\$ 12,640.98
WIRE	IRS Tax Payment 02/02/24	\$ 4,771.11
WIRE	PA State Withholding Payment 02/02/24	\$ 532.51
39723-39761	Check Register General Fund (01)	\$ 109,039.13
WIRE	PECO Bills	\$ 3,622.84
	<b>Total General Fund Bills Presented for Payment</b>	<b>\$ 130,606.57</b>
AUTOMATIC	Buidling Loan Payment 02/01/24	\$ 2,422.00
AUTOMATIC	Highway Capital Reserve Loan 02/18/24	\$ 10,833.00
1793	Cable Access Fund (05)	\$ 1,000.00
	<b>Total Cable Access Presented for Payment</b>	<b>\$ 1,000.00</b>
158-159	Sewer Fund (08)	\$ 5,263.94
	<b>Total MR Sewer Fund Bills Presented for Payment</b>	<b>\$ 5,263.94</b>
1287-1288	Sewer Fund (09)	\$ 6,523.33
	<b>Total JCE Sewer Fund Bills Presented for Payment</b>	<b>\$ 6,523.33</b>
1321-1322	Open Space (10)	\$ 393.59
	<b>Total Open Space Fund Bills Presented for Payment</b>	<b>\$ 393.59</b>
	<b>TOTAL ALL BILLS PRESENTED FOR APPROVAL</b>	<b>\$ 157,042.43</b>
WIRE	<b>Transfers</b> General Fund 100.0546 to: Payroll 01/29/24	\$ 20,000.00
WIRE	Plgit Liq Fuels 1078031 to: FNB Liquid Fuels 1855741 Operating Transfer	\$ 100,000.00
WIRE	PLGIT Sewer Cap MR 1078196 to: PLGIT Sewer Operating MR 1078031 to: Move Sewer Cap MR to Sewer Operating MR per BOS Resolution 2023-20	\$ 205,294.57
WIRE	PLGIT Sewer Cap JCE 1078283 to: PLGIT Sewer Operating JCE 1078314: Move Sewer Cap JCE to Sewer Operating JCE per BOS Resolution 2023-21	\$ 88,449.18

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

 2/4/24  
 SUPERVISOR'S SIGNATURE DATE

 2-4-24  
 SUPERVISOR'S SIGNATURE DATE