

**WRIGHTSTOWN TOWNSHIP  
BOARD OF SUPERVISORS  
REORGANIZATION MEETING  
JANUARY 2, 2024**

The Wrightstown Township Board of Supervisors met on Tuesday, January 2, 2024, in the Meeting Room of the Wrightstown Township Municipal Building, 2203 Second Street Pike, Wrightstown, PA. Temporary Chair Chester S. Pogonowski called the meeting to order at 5:00 P.M. Present were Jane B. Magne, Robert S. Lloyd, and Township Manager Stacey Mulholland.

1. Temporary Chair Pogonowski announced that at the Board of Supervisors meeting held on December 11, 2023, he had been appointed Temporary Chair for this meeting and Stacey Mulholland had been appointed Temporary Secretary for this meeting.
2. On a motion by Member Magne, seconded by Member Lloyd, and approved by all members, Chester S. Pogonowski was elected Chair.
3. On a motion by Chair Pogonowski, seconded by Member Lloyd, and approved by all members, Jane B. Magne was elected Vice-Chair.
4. On a motion by Vice-Chair Magne, seconded by Chair Pogonowski, and approved by all members, Robert S. Lloyd was elected Treasurer.
5. On a motion by Vice-Chair Magne, seconded by Treasurer Lloyd, and approved by all members, Stacey Mulholland was elected Secretary.
6. On a motion by Vice-Chair Magne, seconded by Treasurer Lloyd, and approved by all members, the Board will recommend to the Auditors that the Treasurer's bond be set at \$5,000,000.00.
7. On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, and approved by all members, Steven Kraiss was appointed Roadmaster for 2024.
8. On a motion by Chair Pogonowski, seconded by Treasurer Lloyd was made to approve Resolution 2024-01 setting the salary and pay rates for all employees of Wrightstown Township. In discussion, Chair Pogonowski noted that David James was being promoted to Interim Road Foreman. The resolution was passed by all members.
9. On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, and approved by all members, the Board will recommend to the Auditors that a supervisor's pay when working for the Public Works Department be set at \$38.68 per hour.
10. On a motion by Vice-Chair Magne, seconded by Treasurer Lloyd, and approved by all members, Resolution 2024-02 appointing Board and Commission members was passed.
11. On a motion by Treasurer Lloyd, seconded by Vice-Chair Magne, and approved by all members, Resolution 2024-03 appointing professional consultants for the year 2024 was passed. Chair Pogonowski read the names of the firms.
12. On a motion by Treasurer Lloyd, seconded by Vice-Chair Magne, and approved by all members, the Board confirmed depositories for the year 2024, naming The First National Bank of Newtown, TD Bank, and Pennsylvania Local Government Investment Trust.

13. On a motion by Vice-Chair Magne, seconded by Treasurer Lloyd, and approved by all members, Resolution 2024-04 setting meeting dates for all Boards and Commissions and establishing legal holidays for Wrightstown Township was passed. Chair Pogonowski read the meeting dates and legal holidays.
14. On a motion by Chair Pogonowski, seconded by Vice-Chair Magne, and approved by all members, Resolution 2024-05 appointing delegates to the Tax Collection Committee, pursuant to Act 32 of 2008, was passed.
  - Chester Pogonowski was certified as the Primary Voting Delegate.
  - Robert Lloyd was certified as the First Alternate Voting Delegate.
  - Jane Magne was certified as the Second Alternate Voting Delegate.
  - Stacey Mulholland was certified as the Third Alternate Voting Delegate.
15. On a motion by Treasurer Lloyd, seconded by Vice-Chair Magne, and approved by all members, Jane B. Magne, Chester S. Pogonowski, Robert S. Lloyd, and Township Manager Stacey Mulholland were authorized to attend the PSATS Educational Conference and the BCATO semi-annual conferences.
16. On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, and approved by all members, Jane B. Magne was certified as the Voting Delegate to the annual PSATS Educational Conference.
17. On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, and approved by all members, Jane B. Magne was appointed the Board Liaison to the Planning Commission, Environmental Advisory Counsel, Park and Recreation Board, and the Historical Commission. Chester Pogonowski was appointed the Board Liaison to the Fire Department, Police, EMS services, the Road Department, and Emergency Management. Robert Lloyd was appointed the Board Liaison to the Auditors and Finance Department.
18. On a motion by Vice-Chair Magne, seconded by Chair Pogonowski and approved by all members, Resolution 2024-06 authorizing the use of a Facsimile Stamp for Treasurer Lloyd (with the signature in conjunction with the wet ink signature of one additional Wrightstown Township Board Supervisor) was approved.
19. Approval of bills.
  - a. On a motion by Vice-Chair Magne, seconded by Treasurer Lloyd, the attached December 18, 2023, bills list was approved by all.
  - b. On a motion by Vice-Chair Magne, seconded by Treasurer Lloyd, the attached December 27, 2023, escrow bills list was approved by all.
20. On a motion by Chair Pogonowski, seconded by Vice-Chair Magne, a Memorandum of Understanding appointing John Kernan as Wrightstown Township Fire Marshall was approved by all.

21. PUBLIC COMMENT:

There was none.

ADJOURNMENT:

With there being no further business to go before the Board, on a motion by Treasurer Lloyd, seconded by Vice-Chair Magne, and approved by all members, the Reorganization Meeting was adjourned at 5:28 P.M.

Respectfully submitted,

Stacey Mulholland  
Manager

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

DATE December 18, 2023

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (12/3-12/16/23) Ck Date: 12/08/23	\$ 10,861.39
WIRE	IRS Tax Payment	\$ 4,113.73
WIRE	PA State Withholding Payment	\$ 458.15
WIRE	FNB Manager Credit Card	\$ 2,835.16
39625-39648	Check Register General Fund (01)	\$ 61,859.06
WIRE	PECO Bills	\$ 729.51
	<b>Total General Fund Bills Presented for Payment</b>	<b>\$ 80,857.00</b>
1781-1785	Cable Access Fund (05)	\$ 1,217.15
	<b>Total Cable Access Presented for Payment</b>	<b>\$ 1,217.15</b>
1285	Sewer Fund (09)	\$ 44.75
	<b>Total JCE Sewer Fund Bills Presented for Payment</b>	<b>\$ 44.75</b>
	<b>TOTAL ALL BILLS PRESENTED FOR APPROVAL</b>	<b>\$ 82,118.90</b>
10253-10308	<b>ESCROW CHECK REGISTER (ATTACHED)</b>	<b>\$40,129.05</b>
	<b>Total Escrow Bills Presented for Payment</b>	<b>\$40,129.05</b>
WIRE	<b>Transfers</b> General Fund 100.0546 to: Payroll 12/07/23	\$ 20,000.00
WIRE	Sewer MR to Sewer JCE Correct Deposit	\$ 7,390.18

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

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SUPERVISOR'S SIGNATURE      DATE

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SUPERVISOR'S SIGNATURE      DATE

**WRIGHTSTOWN TOWNSHIP  
BILLS PRESENTED FOR APPROVAL**

DATE December 27, 2023

CHECK NO.	NAME	AMOUNT
WIRE	Payroll 12/04-12/17/22 Ck Date 12/23/22	\$ 13,167.18
WIRE	IRS Tax Payment 12/23/22	\$ 4,881.98
WIRE	PA State Withholding Payment 12/23/22	\$ 549.21
39652-39679	Check Register General Fund (01)	\$ 100,633.82
WIRE	Harris Credit Card Dec 22	\$ 189.74
WIRE	First National Bank Dec 23	\$ 1,073.38
<b>Total General Fund Bills Presented for Payment</b>		<b>\$ 120,495.31</b>
1786	Cable Access Fund (05)	\$ 155.96
<b>Total Cable Access Presented for Payment</b>		<b>\$ 155.96</b>
157	Sewer Fund MR (08)	\$ 41.77
<b>Total Open Space Presented for Payment</b>		<b>\$ 41.77</b>
1144-1146	Emergency Fund (50)	\$ 6,124.22
<b>Total Emergency Services Fund Bills Presented for Payment</b>		<b>\$ 6,124.22</b>
<b>TOTAL ALL BILLS PRESENTED FOR APPROVAL</b>		<b>\$ 126,817.26</b>

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

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SUPERVISOR'S SIGNATURE      DATE

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SUPERVISOR'S SIGNATURE      DATE