

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS  
MINUTES OF WORK SESSION OF SEPTEMBER 09, 2019**

The Wrightstown Township Board of Supervisors Work Session was called to order at 5:00 PM on September 09, 2019 by Chair Chester S. Pogonowski at the Wrightstown Township Municipal Building, 2203 Second Street Pike, Wrightstown, PA. In attendance were Vice Chair Jane B. Magne, Treasurer Robert Lloyd, Township Solicitor Vicki Kushto, Code Enforcement Officer Ted Middleman and Township Manager Joseph F. Pantano.

**BUSINESS**

**A. Approval of Bills.**

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following September 02, 2019 payments were approved unanimously:

General Fund bills	\$37,449.53
Building Loan payment	2,422.00
Open Space Loan payment	17,178.00
Highway Capitol Reserve Loan payment	10,833.00
Cable Access Fund bill	103.15
Total	\$67,985.68

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd a transfer of \$25,000.00 from the General Fund to the Payroll Account and a transfer of \$1,970.00 from the Jane Chapman East Sewer Fund to the Mathews Ridge Sewer Fund were approved unanimously.

- B. Agenda.** The agenda for September 16 was reviewed and discussed. Chair Pogonowski asked to have the Tax Collection Committee (TCC) report included on the agenda. Vice Chair Magne asked to invite Girl Scout Aubrey Williams to discuss the installation of her Silver Award project the "Little Free Library".

**SOLICITOR'S REPORT**

There was none.

**SUPERVISORS' COMMENTS**

Vice Chair Magne announced that the Village Library of Wrightstown will be hosting its annual Renaissance Faire September 14 and 15 from 11:00 am to 6:00 pm. The Faire will be held at the Middletown Grange fairgrounds.

## **MANAGER'S REPORT**

- A. 2019 Road Program Update.** Manager Pantano discussed the schedule and activities for the 2019 Township road maintenance work being done on Mud Road and Brownsburg Road. Work on Mud Road is expected to begin on Friday, September 14.
- B. 2019 Minimum Municipal Obligation (MMO).** Manager Pantano presented the 2020 MMO. The MMO is the minimum obligation needed for the Township to fund the employee pension plan. The MMO is based on actuarial projections and yearly wages paid to the employees. The MMO for 2020 is \$14,760.00. The majority, if not all, of the MMO is typically covered by State aid that the Township receives.
- C. PennDOT Winter Traffic Services Agreement.** The Township provides snow plowing and salting services for several State roads in the Township. The agreement covering these services between the Township and PennDOT is due for renewal. The agreement is for 5 years and is based on an allowance per mile for the State roads covered. The allocation for the 2019-2020 winter season is \$9,954.95. An approval resolution will be included on the September 16 Board of Supervisors meeting agenda.
- D. PennDOT Traffic Light Agreement for Swamp Road and Second Street Pike.** The Township has been asked to sign an application for traffic signal approval for the signal being replaced at Second Street Pike and Swamp Road. This is a PennDOT project. However, the traffic signal will be the responsibility of the Township. Armour and Sons will be under contract to provide the maintenance and reporting required under the PennDOT agreement. A resolution authorizing the signing and submittal of the application will be included on the agenda for the September 16 Board of Supervisors meeting.
- E. S&D Ventures (Sterling Limousine) Line of Credit Release.** Manager Pantano presented a request from S&D Ventures for a line of credit escrow release. The request was for \$32,500.00. This includes the release of funds for the outside lighting. The outstanding issues relating to the lighting have been resolved and CKS Engineers approved the release. Treasurer Lloyd made a motion to approve the letter of credit escrow release in the amount of \$35,500.00. The motion was seconded by Vice Chair Magne and approved unanimously.

**EXECUTIVE SESSION**

There was an executive session to discuss possible litigation.

**ADJOURNMENT**

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 5:26 PM.

Respectfully Submitted,

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Joseph F. Pantano  
Township Manager