

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
MINUTES OF WORK SESSION OF JUNE 27, 2022**

The Wrightstown Township Board of Supervisors Work Session was called to order at 5:00 PM on June 27, 2022 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 (by Zoom video), Treasurer Robert Lloyd, Township Solicitor Vicki Kushto, Township Engineer Cindy VanHise and Township Manager Joseph F. Pantano.

BUSINESS

A. Land Development, Rienzi, 580 Durham Road. Attorney Ed Murphy and Arna Engineering were present to discuss land development at the proposed Rienzi Winery. Attorney Murphy discussed the recent purchase of an adjacent 7-acre parcel which will reduce the number of variances required for the project. The two parcels will be combined and will allow for additional parking, an indoor banquet facility and a more suitable location for the septic system. Furthermore, there will also be better access for emergency vehicles since there will be two points of access to Swamp Road. Chair Pogonowski commented that the project was headed in a good direction and that the required variances needed to be submitted to the Zoning Hearing Board for review.

B. Land Development Process, Wycombe House, 1073 Mill Creek Road.

Mr. Jerry Driscoll, owner of Wycombe House, said that they are in the process of finishing renovations on the inside of the building, which include rewiring, shoring up the structure, removing the upstairs apartments and adding a banquet room. He plans to have the Wycombe House open for business by the end of July or the beginning of August. He also presented a plan to add a back entrance and bathroom which is ADA compliant. He wants to maintain outdoor dining, add a shed for outdoor serving and have acoustic music on the weekends from 2:00 to 6:00 P.M. In addition, he would like to utilize the adjacent prior Cope House lot for employee parking. He would also like to change the flow of the present parking lot, allowing for the entrance between the apartment building and Wycombe House to only be for deliveries. Chair Pogonowski noted that the current outdoor dining was a result of COVID restrictions and allowed for the business to still operate during the pandemic. In order to have outdoor dining, additional parking and a change to the flow of the traffic, a land

development application must be filed. Mr. Driscoll stated he was told by the former owner the outdoor dining was approved and he was unaware that he needed to go through the land development process. Manager Pantano stated that this meeting was being held so that Mr. Driscoll understood the process he needed to follow. Land development requirements were discussed. Chair Pogonowski suggested that Mr. Driscoll hire a land development attorney and land planner who are specifically familiar with the Wrightstown, Newtown and Upper Makefield areas. He surmised that the back entrance and bathroom fall under a general building permit. He recommended applying for that permit, and building the entrance and bathroom so that the business may open. After the business has opened Mr. Driscoll can then start the process for land development. Mr. Driscoll stated he will apply for the building permit and focus on opening the business.

Agenda of July 4, 2022. There will be no meeting on July 4, 2022 due to the holiday.

SOLICITOR'S REPORT

There was none.

SUPERVISORS' COMMENTS

Chair Pogonowski stated that on June 14 and June 21 executive sessions were held for Township Manager interviews. He also requested an executive session following the meeting.

ENGINEERS REPORT

Township Engineer VanHise discussed the status of the 2022 Road Maintenance Program. She said bids for contracts were opened and two bids were received. Asphalt Maintenance Solutions, LLC was the lowest bid, with a bid of \$120,310.50. Asphalt Industries, Inc. proposed a bid of \$146,522.50. Engineer VanHise stated she was pleased with the documents and the bid from Asphalt Maintenance Solutions. She asked for the Board's recommendation to award the contract. Chair Pogonowski made a motion to award the road maintenance contract to Asphalt Maintenance Solutions, LLC for \$120,310.50. The motion was seconded by Chair Magne and approved unanimously.

Engineer VanHise also said that within the last week there have been complaints about the road base on four out of the five roads now approved for chip seal. Perry Lane, Old Anchor Road, Parsons Lane and Alexander Court are in need of base repair to help with the structural integrity prior to the new chip seal. The estimated cost to repair the base on these roads is \$10,925.00. She recommended these repairs be completed before

Asphalt Maintenance Solutions completes their contract. She suggested sending out letters to contractors who perform base repair, with a 10 day response time for bids. Treasurer Lloyd made a motion to authorize Township Engineer VanHise to obtain bids for base repair on Perry Lane, Old Anchor Road, Parsons Lane and Alexander Court. The motion was seconded by Chair Magne and approved unanimously.

MANAGER'S REPORT

Manager Pantano reported that this meeting is his last meeting since he has officially retiring on June 30. The Board wished him well in his retirement and thanked him for 13 years of service to Wrightstown Township.

EXECUTIVE SESSION

There was an executive session to discuss personnel issues.

ADJOURNMENT

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 6:25 PM.

Respectfully Submitted,

Joseph F. Pantano
Township Manager