

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
MINUTES OF WORK SESSION OF JULY 10, 2023**

The Wrightstown Township Board of Supervisors Work Session was called to order on July 10, 2023 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, Township Manager Stacey Mulholland and Township Solicitor Vicki. Treasurer Robert Lloyd was absent.

Call to Order 5:05 PM

1. BUSINESS

A. Sullivan Barn Façade, 2197 Second Street Pike. In attendance was Mr. Michael Sullivan. The Board had previously approved the barn Façade. In meetings with the Code Enforcement Officer, Mr. Middleman suggested that Mr. Sullivan add another egress point from the building which changes the facade. Mr. Sullivan also wanted to add an additional door on the right elevation. In addition to the façade, Mr. Sullivan needs approval of a location Township owned property for the placement of a sewage disposal system per an agreement of sale. Sullivan be installing a holding tank on his property to serve in the interim until the Sewage system is build. He will be using a controlled fill to develop are area designated for sewage disposal. This will take four years. Chair Pogonowski indicated that his preference would be to locate the fill location on the same side as the Medical Office sewage system. The Board was generally agreeable with the proposed seating, sewage and façade changes. They instructed Mr. Sullivan to work out the details with his architect.

B. Anchor Crossing Proposed Signs. The applicant Mr. Anthony Seravalli was represented by attorney Andrew Bongiovanni. Mr. Seravalli is a member of the family that has owned the shopping center for the past 20 years. The applicant was proposing new signs along the Second Street Pike and Durham Road. The concept drawing would eliminate the directory sign and replace it with a single use sign. Chair Pogonowski commented that the current sign was installed prior to the current sign ordinance and that developer DeLuca came to an agreement with the Township as to the size and type of signage to be used. For now, if a directory sign is replaced like for like, that square footage might be appropriate. Without the

directory, the sign would need to be scaled back. Mr. Bongiovanni presented a directory sign with the foot print currently used. The sign would be internally lit. The final sign plan shown met with the approval of the Board. The applicant was directed to work with the Code Officer to move forward. Base on what was presented, no variance would be required.

2. SOLICITOR'S REPORT

No Report. She will handle items with the Manager.

3. ENGINEER'S REPORT

No Report. There will be escrow leases handled by the Manager.

4. SUPERVISORS' COMMENTS

Vice-Chair Magne announced that the Lingohocken Fire Company Food Truck event in Saturday, July 15 from 5-9 at the Grange. They expect 9 food trucks to participate.

There are still spots available for the Summer Playground. Residents can stop by the Township Office to register.

5. MANAGER'S REPORT

A. Balmorol Escrow Release. Manager Mulholland reported that in a letter dated June 13, 2023, Balmorol requested the release of escrow. Based on a site inspection, CKS authorized Escrow Release No. 4, attached. On motion by Chair Pogonowski with second from Vice-Chair Magne, Release No. 4 was approved.

B. Cedar Lane Project. Manager Mulholland report that there was a follow up meeting with some effected residents on site. Attending was the Manager, Chair Pogonowski, Solicitor Kushto and Engineer VanHise. The group spent about 1.5-2 hrs. speaking with residents. The meeting was designed to address issues with residents who had not yet signed the easements. Additional residents came out to get updated information. Based on the discussions, the residents offered an alternative plan. The Engineer has taken these items into consideration which the Board has in front of them to review. This additional work would involve relocating a cross over pipe on Cedar to divert water beyond an undersized residential bridge. The Engineer's estimate is that this would reduce the water flow by 5% that was overtopping the bridge, while increasing the cost by \$50,000 (15%) over the original

\$300,000 project estimate. Some residents also asked that we take less right of way. This would drive up the costs further to complete the additional surveys and legal descriptions needed to address that request. Only half of the residents have signed off on the easements. Chair Pogonowski indicated that there will be no decision made tonight. He did feel we may have missed the construction window for 2023 and that the Township is chasing an increased construction costs due to inflation as we move the project towards 2024.

There was also a request by some of the residents that the township reduce the speed limit to 25 mph. It is uncertain if that limit could be legally justified.

- C. Generator Service Contract.** Manager Mulholland reported that the Township has serviced the generator at the township build as needed. With the installation of two additional generators at public works, it makes sense to put these on an annual maintenance contract. Manager Mulholland shared a contract estimate from EMR Power Systems, LLC in the amount of \$1,437.56. On motion by Vice-Chair Magne and second by Chair Pogonowski the contract with EMR Power was approved. The price included a onetime replacement of a batter on the current township building generator.
- D. School District Outreach.** Manager Mulholland shared some information from Warwick Township that is moving forward with the Central Bucks School District and Bucks County to provide property tax rebates for volunteer fire fighters. Based in Act 172 and a new Act 91, volunteer firefighters and rescue squad workers could get up to a 100% property tax rebate. The Board asked the Manager to prepare letters to the School District and Bucks County asking that they support enacting rebate for volunteer firefighters. The letters will be reviewed at a future meeting.
- E. Traffic Study/Improvements-Use Fee in Lieu.** Manager Mulholland indicated that Fund 44 is currently holding some in lieu traffic fees from a developer. She would like to move these funds to the General Fund to pay for the Penns Park traffic study.

Chair Pogonowski commented that he believes that the general ledger is coded incorrectly when compared to the actual resolution of approval. The resolution

calls for a contribution of \$1450 towards Park and Recreation, and a contribution of \$750 in lieu of doing a traffic Study. This total is \$2200 for each of four lots created. The general ledger entries show 4 contributions of \$2200 but credits these contributions to traffic fees. While Pogonowski supports the Manager's proposal to use traffic fees to pay for the traffic study, he wants to see the \$750 x 4 traffic fees moved from Park and Recreation Fund 44 to In Lieu of Fund 4 before being moved to the general fund to pay the cost of the Penns Park Traffic study. This way the paper trail is correct and does not leave the impression that Park and Recreation money was used to fund Traffic improvements.

F. Brownsburg Road Striping. Manager Mulholland reported that she had a request from a resident to add a center line on Brownsburg Rd. Upper Makefield has a center line while Wrightstown has white fog lines. PennDOT specs say you can do one or the other. The Board asked the Manager to follow up with Upper Makefield to see if they would add fog lines if Wrightstown added a center line to make it consistent. There are other roads in the township where residents may wish to have the additional lines. The Board asked that the Manager follow up with our Traffic Engineer on rationalizing the ability to add both fog and center lines on roads.

G. Generator Electric Options. Manager Mulholland asked Dave Dutko to comment on the items in the Municipal Building that are not on the generator circuit. Mr. Dutko met with the engineering owner of Tangible who did the engineering for the lights in the parking lot. They discussed options of moving forward. The general approach should be to move forward on relocating the single-phase service to the generators. This would resolve issues in the basement with emergency lights, sump pumps and fire sensors. There is enough capacity on the panel to make this change. There was also a discussion on various generator options.

Currently the generator is in good shape. We need to maintain this unit. Dutko will ask for proposal from Tangible to provide engineered documentation to move forward to upgrade the generator in the years ahead. Pogonowski opined that we should have 100% of the township building on the generator.

H. Loeffler Tract - 18 Month Maintenance Period. Manager reported that both CKS and Gilmore provided review letters of additional landscaping work that needs to be completed prior to closing out the Maintenance Period. The escrow that is being retained is cash, held by Wrightstown. Gilmore noted that there is a lot of landscaping that has died after being planted 15 years ago. For now, the money remains on deposit until the work is completed.

EXECUTIVE SESSION

None required.

ADJOURNMENT

On a motion by Vice-Chair Magne and second by Chair Pogonowski, all voted to adjourn. The meeting was adjourned at 6:50 P.M.

Respectfully Submitted,

Stacey Mulholland,
Township Manager

Wrightstown Township
2203 Second Street Pike
Wrightstown, PA 18940

CERTIFICATE OF COMPLETION

(AMENDED)

June 13, 2023

Subject: Balmoral Subdivision
Escrow Release No. 4

We, the undersigned, hereby certify that the improvements required in connection with the Plans and this Agreement for the Balmoral Subdivision have been completed, and pursuant to Paragraphs B.12 of the Land Development and Financial Security Agreement dated February 27, 2007, among Balmoral Land Group, LLC, and Wrightstown Township, the Township authorizes release from the Irrevocable Letter of Credit in the sum of One Hundred Twenty-Seven Thousand, Nine Hundred, Sixty-One Dollars and Thirty-Three Cents (\$127,961.33) leaving the sum of One Hundred Sixteen Thousand Two Hundred and Seven Dollars and Thirty-Eight Cents (\$116,207.38) in the Irrevocable Letter of Credit.

Balance Prior to Payments Approved Hereunder	\$244,168.71
Amount of Approved Payments Hereunder	<u>\$127,961.33</u>
Current Undrawn Balance	\$116,207.38



Cindy VanHise, P.E.
Township Engineer

Wrightstown Township Manager