

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION MEETING January 13, 2025

The Wrightstown Township Board of Supervisors met on Monday, January 13, 2025, 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 5:00 PM. Present were Vice Chair Jane B. Magne, Treasurer Robert S. Lloyd, Solicitor Vicki Kushto, Township Engineer Cindy VanHise, and Township Manager Stacy Crandell.

1. ANNOUNCEMENTS:

There was an executive session held on January 8, 2025, to discuss personnel issues.

2. APPROVAL OF MINUTES:

On a motion by Vice Chair Magne and seconded by Treasurer Lloyd, the minutes of the reorganization meeting of January 6, 2025, with edits by Chair Pogonowski and Vice Chair Magne, were unanimously approved.

3. APPROVAL OF BILLS:

On a motion by Vice Chair Magne and seconded by Treasurer Lloyd, the attached bills list dated January 13, 2025, was unanimously approved.

4. BUSINESS:

- A. **Resolution 2025-08, Salary Resolution for 2025.** Before the approval of Resolution 2025-08, Chair Pogonowski made a motion, seconded by Treasurer Lloyd, to appoint David James as the Roadmaster, which includes additional responsibilities. The motion was unanimously approved. Salary Resolution 2025-08 was then unanimously approved on a motion by Vice Chair Magne and seconded by Treasurer Lloyd.
- B. **Contract from Hough Associates for DEP 904 Recycling Grant Services.** Manager Crandell suggested a one-year agreement with Hough Associates for recycling grant services. Vice Chair Magne made a motion, seconded by Treasurer Lloyd, and approved by all, to authorize Manager Crandell to sign a contract with Hough Associates.
- C. **Discussion Regarding Future of Sewage Facilities Board.** Manager Crandell suggested the Sewage Facilities Board be disbanded due to lack of activity. The Board agreed that it can be reactivated if needed. The suggestion was acceptable to all.
- D. **Discussion of Website Redesign.** Manager Crandell explained her proposal for a new website design, which would include adding accessibility requirements by the 2027 deadline. There was a brief discussion regarding the design, cost, and practicality of the website. It was suggested that the website have a unique look, would be functional and would include fillable forms. The Board agreed to move forward with the planning of a new website.

5. SOLICITOR'S REPORT:

Chair Pogonowski asked about the previous discussions on changing supervisors' salary and tax collector commissions in accordance with recent legislation. Solicitor Kushto agreed to prepare draft documents for the Board to review.

6. ENGINEER'S REPORT:

There was no report.

7. ADJOURNMENT:

The meeting was adjourned at 5:26 PM.

Respectfully submitted,

Stacy Crandell, Township Manager

Attachment: Bills List of January 13, 2025

WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE January 13, 2025

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (12/15-12/224) Ck Date: 01/03/25	\$ 10,487.24
WIRE	IRS Tax Payment 01/03/25	\$ 3,268.52
WIRE	PA State Withholding Payment 01/03/25	\$ 424.67
40528-40548	Check Register General Fund (01)	\$ 95,857.57
WIRE	PECO Bills	\$ 35.74
<i>Total General Fund Bills Presented for Payment</i>		<u>\$ 110,073.74</u>
AUTOMATIC	Buidling Loan Payment 01/01/25	\$ 2,422.00
AUTOMATIC	Highway Capital Reserve Loan 01/18/25	\$ 10,833.00
1869-1870	Cable Access Fund (05)	\$ 346.34
<i>Total Cable Access Presented for Payment</i>		<u>\$ 346.34</u>
201-205	Sewer Fund (08)	\$ 1,562.35
<i>Total MR Sewer Fund Bills Presented for Payment</i>		<u>\$ 1,562.35</u>
1338-1342	Sewer Fund (09)	\$ 9,124.02
<i>Total JCE Sewer Fund Bills Presented for Payment</i>		<u>\$ 9,124.02</u>
TOTAL ALL BILLS PRESENTED FOR APPROVAL		<u><u>\$ 134,361.45</u></u>

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

 SUPERVISOR'S SIGNATURE DATE

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