

## **WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING April 7, 2025**

The Wrightstown Township Board of Supervisors met on Monday, April 7, 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 7:30 PM. Present were Vice Chair Jane B. Magne, Solicitor Vicki Kushto, Township Engineer Cindy VanHise, and Township Manager Stacy Crandell. Treasurer Robert S. Lloyd was absent. All motions were approved by unanimous vote unless otherwise indicated.

### **ANNOUNCEMENTS:**

- Linda Rentschler and Deborah Gregory presented the annual report for 2024 for the Village Library and Library activities.
- Preschool Story Time is held on Wednesday from 10:00-11:00 AM.
- Adult Exercise Group is held on Tuesday and Thursday from 9:00–10:00 AM and Chair Yoga is on Friday from 9:00–10:00 AM.
- The crafting group meets on the 1st and 3rd Thursday of the month.
- The next virtual art workshop will be on Monday, April 14.
- Movie Night on April 25 will be a double feature: Dogman and Mufasa.
- The Library recently acquired two passes for the Please Touch Museum and the Michener Art Museum, for a total of thirteen passes for Library card holders to use.
- The Spring Book Sale will be held on May 2, 3, 4 and 8.
- On May 5 there will be a special presentation of “A Rose in a Ditch” by Julie Henning, a Korean girl who was raised as Pearl S. Buck’s daughter in Bucks County.
- Community members can register for events through the Library website.
- The annual Wrightstown Community Day and Yard Sale is scheduled for Saturday, May 17 from 9:00 AM -1:00 PM in Building 2 at the Grange Fairgrounds.

### **PUBLIC COMMENT:**

There was none.

### **SOLICITOR’S REPORT:**

Solicitor Kushto presented two ordinances for public hearings.

**A. Supervisor Compensation, Ordinance #344.** This ordinance would increase supervisor compensation from \$1,875 to \$3,145 per year, but would only apply to newly elected or reelected Board members. On a motion by Chair Pogonowski and seconded by Vice Chair Magne, Ordinance #344 was approved.

**B. Dissolving the Sewage Facilities Board, Ordinance #345.** This ordinance would dissolve the Sewage Facilities Board, which has not met in many years. This Board can be brought back if there is a need in the future. On a motion by Chair Pogonowski and seconded by Vice Chair Magne, Ordinance #345 was approved.

### **ENGINEER’S REPORT:**

Engineer VanHise noted her reports for February and March.

**Twining Construction, Escrow Release #6.** After a review on March 10, Engineer VanHise recommended the partial release of \$47,719.00 of the \$48,619 requested to assure temporary stabilization, seeding, and mulching. On a motion by Chair Pogonowski and seconded by Vice Chair Magne, the release to Twining Construction was approved.

## **DEPARTMENT REPORTS:**

- A. Newtown Police.** Chief Hearn presented the reports for February and March. In February, there were 492 calls for service and 1 arrest related to a domestic assault. There were 22 traffic crashes and 24 traffic citations, with 23 warnings. In March, there were 551 calls for service with 4 arrests. There were 10 traffic crashes and 30 traffic citations, with 35 warnings. Chief Hearn said he will have officers at the Wrightstown Community Day. Classic Cars, Cops and Coffee will be held at Veterans Park in Newtown from 8:30–11:30 AM on May 17. There will be a mass at St. Andrew's Church in Newtown, on Monday, May 19 at 7:00 PM in remembrance of the sixteen officers who have lost their lives in Bucks County while serving the community.
- B. Lingohocken Fire Company.** Chief Tecker gave the activity reports for February and March. In February there were 21 calls for service, 9 of which were in Wrightstown. There were 224 man-hours of service to the community. Training for February consisted of a review of incident command structure. In March there were 34 calls for service, 10 of which were within the Township. There were 468 man-hours of service to the community. Training for March included joint training with mutual aid partners addressing ongoing brush fire issues, interfacing with State resources and forestry divisions, as well as medical refreshers, firefighter accountability and incident command structure. Chief Tecker said there had been several brush fires in the Township.
- C. Central Bucks Ambulance.** Chair Pogonowski reviewed the report for February. There were 21 calls from the Wycombe Station.
- D. Emergency Management Coordinator.** Manager Crandell gave the EMC report. Coordinator John Kernan has attended training and is developing an updated emergency action plan. He keeps her updated on current incidents in the Township.
- E. Public Works.** Roadmaster/Foreman Dave James presented his reports for February and March. In February, the Township had 6 inches of snow and ice and used 100 tons of salt. There were multiple downed trees cleared from the roadways. In March there was 3.23 inches of rain. There were traffic light issues at the intersection of Rts. 413 and 232, which have been rectified. Repairs on the traffic light at Rt. 413 and Township Line Road have been completed.
- F. Code/Building.** Chair Pogonowski reviewed the February and March reports. In February, there were 18 permit inspections, 1 complaint inspection, and 2 signs removed. There were 3 meetings with contractors/residents. There were \$6,357.30 in permit fees collected. In March, there were 23 permit inspections, 1 violation notice, 4 complaint inspections, 6 signs removed, and 1 commercial fire and resale inspection. There were 2 meetings with contractors/residents. There were \$9,656.55 in permit fees and \$4,390.00 in escrow fees collected.
- G. Boards and Commissions.**
  - 1. Planning Commission.** Joe Conroy gave reports from the February and March meetings. At their reorganization meeting Joe Conroy was elected Chair and Scott McBurney was elected Vice Chair. He reviewed their discussion of the subdivision application for 130 Pine Lane, and the lot line change application for 1181/1193 Swamp Road. He also discussed the MS-4 Program and issues related to it.

2. **Parks and Recreation.** Vice Chair Magne related planned activities of the Parks and Recreation Board for the year, including Community Day, Summer Playground, the Harvest Festival, and the Veterans Ceremony. At their reorganization meeting Jeana Zanoni was elected Chair and Dawn McBurney was elected Secretary.
3. **Historical Commission.** Vice Chair Magne presented some of the projects of the Historical Commission. The members are designing a new display for the lobby of the Township building on Quaker history in Wrightstown. The Octagonal Schoolhouse is being prepared for open houses held in May through October. The Commission has completed a photo album detailing the installation of the new roof on the schoolhouse. They are also asking for volunteers to help scan their files so as to include some of them on the Township website.

#### **TOWNSHIP MANAGER'S REPORT:**

Manager Crandell gave an update on the new website and the new sewer engineer, CKS Engineers. She discussed the transition of the 457 savings plan for employees changing from Corebridge to Mission Square. She reported that the office staff and Public Works employees have been reorganizing office files and procedures. The final ARPA reports have been submitted. The audit for 2024 has been completed. Work will soon begin on the 2026 budget and a capital projects program.

#### **APPROVAL OF MINUTES:**

On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the minutes of March 24, 2025, as amended, with edits, were approved.

#### **APPROVAL OF BILLS:**

On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the attached April 7, 2025, bills list, escrow bills list, and interfund transfers were approved. See attached.

#### **BUSINESS:**

- A. **Consider Approval of Preliminary/Final Land Development, 130 Pine Lane.** The owners of the property Adam and Colleen Curtin have proposed to subdivide a 2.47-acre lot from their 10.1089-acre parcel. The Board had previous concerns as to whether the lot could be built on. An on-lot sewage disposal soil evaluation was performed by Schetter Environmental. The spray area for a possible spray irrigation system on the new lot would encroach into the adjacent property along Pine Lane. The Board suggested that the applicant have Schetter determine if another type of septic disposal would be feasible and, if so, the approximate location. Micro mounds and a controlled fill area were discussed. A 0.54 acre open space area in the rear of the original lot is proposed to be the additional area needed to make up the 3 acre requirement for the new lot. However, the Board would require that this area be physically delineated. Post and rail fencing at the corners and in two areas midway along the open space line would be necessary. The Board asked that a note be added to the plan stating that the original lot could not be further subdivided. For the waiver requesting a minimum of 2,500 square feet of land for park and recreation use, the Board suggested a fee-in-lieu of, as was done for the Kusiak property, where the applicant was required to contribute 15% of the sidewalk cost along the property frontage. Stormwater containment was also discussed. Nick Rose, their engineer, said he would be able to comply with all comments in the CKS and Gilmore review letters. The Board took no action on this property and asked that a letter of extension be requested from the applicant next month.

Neighbors William Hyndman, Eric Stephens and Sam Smith all commented on the proposed subdivision.

- B. Impervious Surface Request, 136 Jane Chapman Drive West.** In May 2022, the Township approved a plan for a pool, spa, and pool house at the Bandaru residence. The plan depicted a total impervious surface area of 11,963 sq. ft., which was less than the 12,000 sq. ft. allowed. During construction, the size of the pool house increased as well as the orientation of the pool, increasing the impervious surface to 12,982 sq. ft. The Bandarus appeared before the Board on February 3, 2025, to request a waiver of the increased impervious coverage. It was granted with the condition that the stormwater management facility be designed to manage the additional impervious area. The owners now wish to add additional impervious with a proposed waterslide, rock waterfall, and walkway for a total of 13,282 sq. ft. After much discussion, the Board asked the homeowners to find a way to maintain the 12,982 sq. ft. The Board allowed the contractor to proceed with the installation of the infiltration trench and grading, as shown on the site plan. At the completion of the project, an as-built plan will need to be prepared accurately showing the impervious area on the property and showing that the hardscape area around the pool has been decreased by 300 sq. ft. to offset the proposed slide and walkway. The total site impervious area should be 12,982 sq. ft. or less.
- C. Approval of Purchase Speed Trailer/Message Board.** Chief Hearn presented the details of a speed trailer/message board that he suggested for purchase. The cost would be \$19,500 plus \$1,500 per year for maintenance. The funds would come from the Cable Access Fund. On a motion by Chair Pogonowski and seconded by Vice Chair Magne, the purchase was approved.
- D. Approval of Loan to Purchase Dump Truck, Resolution 2025-15.** Manager Crandell gave an overview of the loan terms for a new 2024 International dump truck, which is expected to arrive in August or September. On a motion by Vice Chair Magne and seconded by Chair Pogonowski, the loan agreement with KS StateBank was approved.
- E. Roof on Township Building.** There was a discussion on the condition of the roof of the Township building, including several serious leaks throughout the building. Bids to replace the roof were received from Munz Roofing, J. Gorski Construction, and Beres Contracting, Inc. Since J. Gorski Construction had a lower bid, has done work for the Township previously and can do the work soon, the Board decided to award the bid to J. Gorski for \$39,995 plus \$3950 for an additional ice and water shield over the entire deck. On a motion by Vice Chair Magne and seconded by Chair Pogonowski, the bid from J. Gorski Construction was approved.

**SUPERVISORS' COMMENTS:**

There was a brief discussion on the 250-year celebration in 2026 of the founding of our Country.

**PUBLIC COMMENT:**

There was none.

**ADJOURNMENT:**

On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the meeting adjourned at 10:12 PM.

Respectfully submitted,

Stacy Crandell, Manager

Attachment: April 7, 2025, Bills List

**WRIGHTSTOWN TOWNSHIP**  
BILLS PRESENTED FOR APPROVAL

DATE April 7, 2025

CHECK NO.	NAME	AMOUNT
WIRE	Payroll (03/09-03/22/25) Ck Date 03/28/25	\$ 12,609.90
WIRE	Payroll 1st Qtr 2025	\$ 1,406.25
WIRE	IRS Tax Payment 03/28/25	\$ 4,405.07
WIRE	IRS Tax Payment Qtrly Payroll	\$ 215.16
WIRE	PA State Withholding Payment 03/28/25	\$ 522.58
WIRE	PA State Withholding Payment	\$ 43.17
40682-40714		\$ 69,499.49
WIRE	Check Register General Fund (01)	\$ 3,891.67
WIRE	Manager Credit Card - March 2025	\$ 610.10
WIRE	Manager Credit Card (TD) - March 2025	\$ 4,666.75
WIRE	PECO Bills	\$ 4,666.75
	<b>Total General Fund Bills Presented for Payment</b>	<b>\$ 97,870.14</b>
AUTOMATIC	Buidling Loan Payment /01/22	\$ 2,422.00
AUTOMATIC	Highway Capital Reserve Loan /18/22	\$ 10,833.00
1344	Cable Access Fund (05)	\$ 2,846.73
	<b>Total Cable Access Presented for Payment</b>	<b>\$ 2,846.73</b>
216-218	Sewer Fund (08)	\$ 6,952.38
	<b>Total JCE Sewer Fund Bills Presented for Payment</b>	<b>\$ 6,952.38</b>
1336-1360	Sewer Fund (09)	\$ 12,832.45
	<b>Total JCE Sewer Fund Bills Presented for Payment</b>	<b>\$ 12,832.45</b>
1331	Open Space Fund (10)	\$ 1,180.00
	<b>Total Open Space Fund Bills Presented for Payment</b>	<b>\$ 1,180.00</b>
	<b>TOTAL ALL BILLS PRESENTED FOR APPROVAL</b>	<b>\$ 134,936.70</b>
7497-7517	<b>ESCROW CHECK REGISTER (ATTACHED)</b>	<b>\$1,450.22</b>
	<b>Total Escrow Bills Presented for Payment</b>	<b>\$1,450.22</b>
WIRE	<b>Transfers</b> General Fund 100.0546 to: Payroll 03/24/25	\$ 15,000.00
WIRE	Contingency Fund to: General Fund 100.0546 Transfer for Tax Anticipation	\$ 75,000.00

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

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SUPERVISOR'S SIGNATURE      DATE

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SUPERVISOR'S SIGNATURE      DATE