

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION MINUTES OF NOVEMBER 09, 2020**

The Wrightstown Township Board of Supervisors met virtually on Monday, November 9, 2020 by Zoom. Chair Chester S. Pogonowski called the meeting to order at 5:05 P.M. Present were Vice Chair Jane B. Magne, Treasurer Robert S. Lloyd, Solicitor Terry Clemons, Township Engineer Cindy VanHise and Township Manager Joseph Pantano.

**APPROVAL OF MINUTES:**

Chair Pogonowski requested extra time to review the Board of Supervisors Work Session meeting minutes of October 12, 2020 and of October 26, 2020. The minutes will be reviewed for approval during the Board of Supervisors meeting on November 16, 2020.

**APPROVAL OF BILLS:**

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following October 19, 2020 payments were approved unanimously:

General Fund bills	\$45,190.98
JCE Sewer Fund bill	41.46
Highway State Aid Fund bill	43,536.85
Emergency Services Fund bill	37,535.59
<b>TOTAL</b>	<b>\$126,304.88</b>

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the October 19, 2020 Escrow bills list for \$136,970.22 was approved unanimously.

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following transfers were approved unanimously:

General Fund to Payroll Fund (10/14/20)	\$15,000.00
General Fund to EMS Fund	\$37,535.59
PLGIT Highway State Aid Fund to FNBN	\$25,000.00

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following November 2, 2020 payments were approved unanimously:

General Fund bills	\$135,476.42
Building Loan payment	2,422.00
Open Space Loan payment	17,178.00
Highway Capital Reserve Loan payment	10,833.00
Cable Access Fund bills	482.03
MR Sewer Fund bills	2,244.59
JCE Sewer Fund bill	6,366.15
<b>TOTAL</b>	<b>\$175,002.19</b>

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following transfers were approved unanimously:

General Fund to Payroll Fund (10/30/20)	\$20,000.00
General Fund to Flexible Spending Account	\$948.92
Highway Capital Reserve Fund to Contingency fund	\$150,000.00
PLGIT General Fund to Shade Tree Fund	\$25,224.43
PLGIT General Fund to Park & Open Space Reserve	\$129,509.13
PLGIT General Fund to Park & Open Space Fund	\$191,705.88

#### **ANNOUNCEMENTS:**

- A.** Vice Chair Magne announced that the Village Library will be hosting the “Healthy Holiday Eating” webinar by Doylestown Health on Tuesday, November 10 from 1 to 2 P.M.
- B.** The Village Library’s \$5 Per Bag Used Book Sale will be held Wednesday, November 11 from 2 to 9 P.M. and Thursday, November 12 from 2 to 9 P.M. Pre-registration and masks are required.
- C.** Vice Chair Magne announced that the Veterans Memorial Ceremony will not be held this year due to Covid-19 restrictions. She thanked all veterans for their service.
- D.** There were no changes to the agenda.

#### **PUBLIC COMMENT:**

There was none.

#### **POLICE REPORT:**

Chief Hearn presented the September and October police reports. There was a combined total of 613 calls for service for September and October. Three truck enforcement details were held which resulted in 30 truck inspections and 2 trucks being placed out of service. Chief Hearn also stated that several new police cars were purchased and they are white with new graphics.

#### **RIDING ACADEMY ORDINANCE:**

Chair Pogonowski reviewed a Joint Zoning Ordinance amendment proposed by Upper Makefield Township that would revise the regulations for the A4 Riding Academy Use. The ordinance would increase the required minimum lot size, require the owner or a full-time employee to reside on the property, and revise the setbacks for manure storage and the prevention of flies and other insects. The Board decided to table the ordinance until the next Board meeting. The Board will review the present horse farms in Wrightstown Township to determine if the ordinance would create a hardship for those farms.

#### **SOLICITOR’S REPORT:**

Solicitor Clemons requested an executive session.

#### **ENGINEER’S REPORT:**

The Board accepted the Engineer’s report for September and October.

#### **SUPERVISORS’ COMMENTS:**

There were none.

#### **DEPARTMENT REPORTS:**

- A. Code/Zoning Department.** The Board received the September and October reports. There was a combined total of 44 permits issued, 15 resale inspections on vacant properties, 32 complaint inspections, 56 permit inspection (12 failed), and a total of \$46,279.00 in fees collected (\$25,419.00 being escrow).

- B. Public Works Department.** The Board received the September and October reports.
- C. Lingohocken Fire Company Report.** Chair Pogonowski reviewed the September and October reports. There was a combined total of 34 calls for service, 73 man-hours for responses, 29 man-hours for work details and 230 man-hours for training, for a total of 332 man-hours of service to the community.
- D. Central Bucks Rescue Squad.** The Board accepted the September report.

**MANAGER'S REPORT:**

**2021 Budget Discussion.** Manager Pantano presented the preliminary budget for 2021. The discussion included a summary of the major categories in the General Fund Budget. Total revenue projected for 2021 is \$2,010,113.00. Proposed expenditures for 2021 are \$1,968,690.80. In addition, Manager Pantano suggested that the Fee Schedule be reviewed and updated. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the Board voted unanimously to advertise the 2021 Preliminary Budget.

**UNFINISHED BUSINESS:**

There was none.

**NEW BUSINESS:**

There was none.

**PUBLIC COMMENT:**

There was none.

**EXECUTIVE SESSION:**

There was an executive session to discuss a nuisance ordinance.

**ADJOURNMENT:**

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 7:05 P.M.

A recording of the Zoom meeting was posted to the Wrightstown Township website on November 11, 2020.

Respectfully submitted,

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Joseph F. Pantano  
Township Manager