

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION May 12, 2025

The Wrightstown Township Board of Supervisors met on Monday, May 12, 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 Lloyd, Solicitor Vicki Kushto, Township Engineer Cindy VanHise, and Township Manager Stacy Crandell. All motions were approved by unanimous vote unless otherwise indicated.

ANNOUNCEMENTS

The Annual Community Day and Yard Sale will be held Saturday, May 17 at the Grange Fairgrounds from 9:00 AM–1:00 PM.

PUBLIC COMMENT

There was none.

APPROVAL OF MINUTES

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the minutes of April 14, 2025, with edits, were approved.

APPROVAL OF BILLS

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the attached bills of April 21, 2025, were approved. On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the attached bills of May 5, 2025, were approved.

BUSINESS

- A. Revised Landscaping Plan for Twining Construction.** A revised landscaping plan for Twining Construction was discussed with Steve McIntyre, an owner. He asked that tree planting and a fence along the adjacent Bosack property be delayed until that property is redeveloped. He also requested that six of the lights in the back of the lot not be installed at this time because there are no additional building to be constructed and there is spill-over light from Sterling Limo. He likewise asked for a waiver from planting required bushes and trees along the stormwater basin rim since the present wooded mixture shields the Sterling Limo basin. With the Board's agreement, the Solicitor suggested that an amended plan be filed to include these waivers unless and until changes are made to invalidate these amendments.
- B. Minor Subdivision Plan for 130 Pine Lane.** Engineer Nick Rose and property owner Adam Curtin of 130 Pine Lane presented a revised minor subdivision plan. The need to add a second driveway for the two proposed lots, along with the type of septic system that the unbuilt parcel could accommodate, were discussed. Bill Hyman, homeowner of a neighboring property, expressed his disapproval of the subdivision plan. Soneil Phillip, homeowner of an adjoining property, asked questions about the subdivision of the lot. He asked the developer to clean up the lot, which has been left in disarray and abandoned since 2019. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the Board directed the Solicitor to prepare a resolution of approval for the subdivision, subject to the conditions discussed.
- C. Review of the 2024 Audit Report.** Auditors Keith Daniels and David DelBianco presented the 2024 Audit report. Auditor Jacqueline Pell had a personal conflict preventing her from attending. There was a discussion of audit findings, fixed assets, as well as maintenance versus capital expenditures. The Auditors reported that all accounts were in good balance.
- D. LED Lighting Proposal for the Village Library.** Manager Crandell gave an overview of the cost and advantages of purchasing LED lights. She presented a proposal from Shelby Electronics LLC for \$8923.78 to replace the lighting in the Library. On a motion

by Treasurer Lloyd, seconded by Vice Chair Magne, the proposal from Shelby Electronics was approved.

SOLICITOR'S REPORT

- A. JMZO Billboard Ordinance.** Solicitor Kushto gave an update on the proposed billboard ordinance, including spacing requirements. On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the Board approved advertising the ordinance.
- B. JMZO Wireless Communications Ordinance.** Engineer Van Hise responded to a past question about the present tower and antenna sites concerning the required setbacks. These were appropriate for the three stand-alone towers, but not for all of the available PECO tower parcels in Wrightstown. In addition, the proposed ordinance does not allow towers in the CM zoning district. The Board proposed that an exception be made for parcel 53-12-57, which is the Grange property that has a preexisting tower. This addition will be relayed to the Jointure.

ENGINEER'S REPORT

- A. Authorization to Award the Bid for the Roadway Maintenance Contract.** Engineer VanHise reported that the only Roadway Maintenance bid received was for \$325,781.55 from Asphalt Maintenance Solutions, LLC. For an additional \$41,627.30 Williams Avenue could be included. On a motion by Treasurer Lloyd, seconded by Chair Pogonowski, the attached bid for \$367,408.85 was approved which included the Williams Avenue addition.
- B. Resolution 2025-17 for Water Restoration and Protection Grant.** Engineer VanHise asked for authorization to submit a grant for a Water Restoration and Protection Program to the Commonwealth Financing Authority for \$297,998.53 for the implementation of the stream restoration program on Anchor Run. Wrightstown Township would be responsible for the additional 15% of the estimated cost of the project in the amount of \$52,587.97.. On a motion by Chair Pogonowski, seconded by Vice Chair Magne, Resolution 2025-17 approving the grant submission was approved.

ADJOURNMENT

The meeting was adjourned at 7:02 PM on a motion by Treasurer Lloyd and seconded by Vice Chair Magne.

Respectfully submitted,

Stacy Crandell, Township Manager

Attachments: April 21, 2025 Bills List
May 5, 2025, Bills List
Roadway Maintenance Contract bid

WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE	April 21, 2025	
CHECK NO.	NAME	AMOUNT
WIRE	Payroll (03/23/25-04/05/25) Ck Date 04/11/25	\$ 12,451.78
WIRE	IRS Tax Payment 4/11/25	\$ 4,359.79
WIRE	PA State Withholding Payment 04/11/25	\$ 517.30
40715-40737	Check Register General Fund (01)	\$ 104,339.18
WIRE	PECO Bills	\$ 1,578.40
	Total General Fund Bills Presented for Payment	\$ 123,246.45
1170-1172	Special Reserve (04)	\$ 32,711.50
	Total Special Reserve Presented for Payment	\$ 32,711.50
1892-1900	Cable Access Fund (05)	\$ 26,442.94
	Total Cable Access Presented for Payment	\$ 26,442.94
219-222	Sewer Fund (08)	\$ 4,910.58
	Total MR Sewer Fund Bills Presented for Payment	\$ 4,910.58
1361-1364	Sewer Fund (09)	\$ 7,036.02
	Total JCE Sewer Fund Bills Presented for Payment	\$ 7,036.02
1332	Open Space (10)	\$ 1,360.00
	Total OS Fund Bills Presented for Payment	\$ 1,360.00
	TOTAL ALL BILLS PRESENTED FOR APPROVAL	\$ 195,707.49
11229-11287	ESCROW CHECK REGISTER (ATTACHED)	\$24,932.62
	Total Escrow Bills Presented for Payment	\$24,932.62
WIRE	Transfers General Fund 100.0546 to: Special Projects 06 Meet Minimum Account Balance	\$ 2,300.00
WIRE	Sewer Operating 8420 to: PLGIT Sewer Operating 8301 Transfer	\$ 100,000.00

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

SUPERVISOR'S SIGNATURE DATE

SUPERVISOR'S SIGNATURE DATE

WRIGHTSTOWN TOWNSHIP
BILLS PRESENTED FOR APPROVAL

DATE May 5, 2025

CHECK NO.	NAME	AMOUNT
WIRE	Payroll 04/06-04/25/25) Ck Date:04/25/25	\$ 12,451.78
WIRE	IRS Tax Payment 04/25/25	\$ 4,359.79
WIRE	PA State Withholding Payment 04/25/25	\$ 517.30
40738-40775	Check Register General Fund (01)	\$ 71,436.21
WIRE	PECO Bills	\$ 3,969.87
	Total General Fund Bills Presented for Payment	\$ 92,734.95
AUTOMATIC	Buidling Loan Payment 05/01/25	\$ 2,422.00
AUTOMATIC	Highway Capital Reserve Loan 05/18/25	\$ 10,833.00
1173-1174	Special Reserve Fund (04)	\$ 1,515.00
	Total Special Reserve Presented for Payment	\$ 1,515.00
1901-1903	Cable Access Fund (05)	\$ 2,240.00
	Total Cable Access Presented for Payment	\$ 2,240.00
223	Sewer Fund (08)	\$ 40.36
	Total MR Sewer Fund Bills Presented for Payment	\$ 40.36
1965	Sewer Fund (09)	\$ 908.65
	Total JCE Sewer Fund Bills Presented for Payment	\$ 908.65
	TOTAL ALL BILLS PRESENTED FOR APPROVAL	\$ 110,693.96
WIRE	Transfers General Fund 100.0546 to: Payroll 04/21/25	\$ 20,000.00

APPROVED FOR PAYMENT

WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS

SUPERVISOR'S SIGNATURE DATE

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WRIGHTSTOWN TOWNSHIP, BUCKS COUNTY
2025 ROADWAY MAINTENANCE PROGRAM

BID SUMMARY

BID DATE: APRIL 29, 2025

CONTRACTOR		BASE BID	BASE BID + ADD/ALTERNATE NO. 1
1	Asphalt Maintenance Solutions, LLC PO Box 387 Center Valley, PA 18034	\$325,781.55	\$367,408.85

WRIGHTSTOWN TOWNSHIP, BUCKS COUNTY

2025 ROADWAY MAINTENANCE PROGRAM

BID TABULATION

(1)					
No.	Description	Unit Of Measure	Quantity	Asphalt Maintenance Solutions, LLC	
				Unit Price	Total
BASE BID					
1	Asphalt Surface Treatment	SY	11600	\$4.17	\$48,372.00
2	Asphalt Seal Coat	SY	47870	\$2.08	\$99,569.60
3	Type II Slurry Seal (Single App.)	SY	47870	\$3.32	\$158,928.40
4	Rubberized Crack Seal	GAL	579	\$27.85	\$16,125.15
5	4-Inch White Fog Line	LF	11610	\$0.24	\$2,786.40
BASE BID TOTALS					\$325,781.55
ALTERNATE/ADD-ON NO. 1					
1	Asphalt Seal Coat	SY	7810	\$2.05	\$16,010.50
2	Type II Slurry Seal (Single App.)	SY	7810	\$3.28	\$25,616.80
ALTERNATE/ADD-ON NO. 1 TOTAL					\$41,627.30
AWARD SCENARIOS					
BASE BID				\$325,781.55	
BASE BID + ALTERNATE/ADD-ON NO. 1 TOTAL				\$367,408.85	