

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES OF DECEMBER 7, 2020**

The Wrightstown Township Board of Supervisors met virtually on Monday, December 7, 2020 by Zoom. Chair Chester S. Pogonowski called the meeting to order at 7:35 P.M. Present were Vice Chair Jane B. Magne, Treasurer Robert S. Lloyd, Solicitor Terry Clemons, Emergency Management Coordinator Ted Middleman and Township Manager Joseph Pantano.

APPROVAL OF MINUTES:

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, Board of Supervisors work session minutes of November 9, 2020 and Board of Supervisors meeting minutes of November 16, 2020 were approved unanimously.

APPROVAL OF BILLS:

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following December 1, 2020 payments were approved unanimously:

General Fund bills	\$100,167.12
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	2,044.09
MR Sewer Fund bills	101.28
JCE Sewer Fund bill	65.00
Open Space Fund bills	1,041.22
TOTAL	\$133,750.43

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following transfer was approved unanimously.

PLGIT General Fund to Procurement Card	\$1,000.00
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ANNOUNCEMENTS:

- A.** Vice Chair Magne announced that the Village Library will be hosting the following online programs. Registration for the program is available online at www.calendar.buckslib.org
- “Teen Trends and What You Can Do to Keep Your Teen Safe” on Wednesday, December 9 from 12 to 12:30 P.M.
 - The Peace Center’s “Bridges to Peace” on Wednesday, December 9 from 7 to 9 P.M.
 - “Tidings of Comfort Holiday Service” on Thursday, December 10 from 2 to 3:30 P.M.
- B.** Vice Chair Magne also announced that Central Bucks EMS and Lingohocken Fire Company, as well as The Village Library, are currently holding their donation drives. All of these organizations are valuable assets to our community and she encouraged residents to support them through contributions.
- C.** There were no changes to the agenda.

PUBLIC COMMENT:

There was none.

PERSONNEL MANUAL:

On a motion by Chair Pogonowski, seconded by Vice Chair Magne, the Board voted to adopt Resolution #2020-11 amending the Personnel Policy Manual.

POLICE REPORT:

Lieutenant Harris presented the November police report. There were 261 calls for service, 23 traffic citations and 11 accidents. He also announced that the Newtown Township Police Department helped host “Shop with a Cop” on December 5 which was a big success, with 27 officers and 129 children participating in the event.

SOLICITOR’S REPORT:

There was none.

ENGINEER’S REPORT:

The Board accepted the Engineer’s report for November.

SUPERVISORS’ COMMENTS:

There were none.

DEPARTMENT REPORTS:

- A. Code/Zoning Department.** The Board received the November report. There were 25 permits issued, 31 inspections (3 failed) and a total of \$23,125.00 collected. Emergency Management Coordinator Middleman announced that Wrightstown Township offices will remain closed to the public due to the rising number of COVID-19 cases. He also stated that several employees will work remotely to reduce the number of individuals in the office. Masks and temperature checks will be required to enter the building. The Township has placed permit drop-off and pick-up boxes outside the building. Appointments will also be required for any meetings or plan reviews.
- B. Public Works Department.** Chair Pogonowski reviewed the November report.
- C. Lingohocken Fire Company Report.** Chair Pogonowski reviewed the November report. There were 27 calls for service, 208 man-hours for responses and 135.5 man-hours for training, for a total of 344. man-hours of service to the community.
- D. Central Bucks Rescue Squad.** The Board accepted the October report.

MANAGER’S REPORT:

- A. Adoption of 2021 Budget, Resolution #2020-09.** Manager Pantano presented a resolution adopting the 2021 Township Budget. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the Board voted to adopt Resolution #2020-09 approving the General Fund Budget for 2021 in the amount of \$1,983,691.00, as well as the budgets for all other defined funds listed in the Resolution.
- B. Adoption of Tax Rate Resolution #2020-10.** On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the Board voted to adopt Resolution #2020-10 fixing the tax levy rate for 2021 at 9.23 mils.
- C. Dunkin Donuts.** Manager Pantano reported that Dunkin Donuts resubmitted revised plans that need to be reviewed by the Township Engineer. An extension letter has been filed and the new deadline for review is January 31.

D. Iden Subdivision. Manager Pantano said that the Iden subdivision will be reviewed by the Planning Commission on December 10.

E. Website Update. The Township website will be updated to include a new, user-friendly phone layout. The extra feature will cost the township \$5.00 a month.

REORGANIZATION MEETING, JANUARY 04, 2021:

A. Appointment of Temporary Chair. On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the Board voted to appoint Chester Pogonowski as Temporary Chairman for the reorganization meeting on January 4.

B. Appointment of Temporary Secretary. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the Board voted to appoint Manager Pantano as Temporary Secretary for the reorganization meeting.

UNFINISHED BUSINESS:

There was none.

NEW BUSINESS:

There was none.

PUBLIC COMMENT:

There was none.

EXECUTIVE SESSION:

There was an executive session to discuss personnel issues.

ADJOURNMENT:

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 8:24 P.M.

A recording of the Zoom meeting was posted to the Wrightstown Township website on December 8, 2020.

Respectfully submitted,

Joseph F. Pantano
Township Manager