

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS  
MINUTES OF WORK SESSION OF SEPTEMBER 10, 2018**

The Wrightstown Township Board of Supervisors Work Session was called to order at 5:10 PM on September 10, 2018 by Chair Chester S. Pogonowski at the Wrightstown Township Municipal Building, 2203 Second Street Pike, Wrightstown, PA. In attendance were Vice Chair Jane B. Magne, Treasurer Robert Lloyd, Township Solicitor Terry Clemens and Township Manager Joseph F. Pantano.

**BUSINESS**

**A. Approval of Bills.**

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following September 4, 2018 payments were approved unanimously:

General Fund bills	\$27,862.12
Building Loan payment	2,422.00
Open Space Loan payment	17,178.00
Highway Capital Loan payment	10,833.00
Special Reserve Fund bill	213.50
Cable Access Fund bills	475.24
Special Projects Fund bill	3,480.00
Total	\$62,463.86

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, escrow bills in the amount of \$18,222.85 were approved unanimously.

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, a transfer of \$15,000 from the General Fund to the Payroll Fund, a transfer of \$8,000 from the General Fund to payroll liabilities payment, a transfer of \$399.21 from the June Payroll Withholding to the Flexible Spending Account, a transfer of \$266.14 from the July Payroll Withholding to the Flexible Spending Account and a transfer of \$266.14 from the August Payroll Withholding to the Flexible Spending Account were approved unanimously.

**B. Agenda for September 17, 2018.** The agenda for September 17 was reviewed and discussed.

**SOLICITOR'S REPORT**

**A. Gosnell Stormwater Management Basin.** Solicitor Clemons deferred the discussion to the Township Manager. Manager Pantano stated that the owners of the property at 100 Perry Lane have requested the Township participate in the maintenance responsibilities for the stormwater basin

located on their property. They are claiming they were not aware of or did not understand the maintenance responsibilities when they purchased the house. Manager Pantano discussed meetings and letters that were sent to the Gosnells prior to the purchase. It was made clear to them that the maintenance of the basin was the homeowner's responsibility. They also signed a disclosure document which included the requirement to maintain the basin. The Manager will invite the Gosnells to attend the next work session to discuss the issue.

- B. Golden Lotus Maintenance Period Letter of Credit.** The contractor for Golden Lotus Memorial Park had provided a letter of credit to guarantee maintenance coverage for a period of 18 months. Some maintenance issues still need to be addressed but the letter of credit expires in September. The developer has agreed to extend the letter of credit for an additional 90 days. The Township has not received the extension letter, so Solicitor Clemons presented a resolution drawing down the letter of credit should the extension not be received. Chair Pogonowski made a motion to approve Resolution 2018-12 drawing down the letter of credit for the Golden Lotus maintenance responsibilities. The motion was seconded by Treasurer Lloyd and approved unanimously.
- C. Conservation Easement Overlay District.** Chair Pogonowski announced that the taping and broadcasting of the August 27 meeting did not occur due to equipment problems. The proposed Conservation Overlay District Ordinance was discussed at length at that meeting. Solicitor Clemons repeated the discussion on the background and explained some of the misconceptions circulating about the provisions of the ordinance. He also noted that some revisions have been made since the last discussion. One purpose of the ordinance is to assure that there are economically viable uses for preserved land so the properties are sustainable by allowing owners to generate income to offset the cost of maintaining the property. The proposed Jointure ordinance must also be approved by Upper Makefield and Newtown Townships, although the overlay district would only be applicable in Wrightstown. There had been discussion at the other Township meetings concerning the ordinance. As a result, there has been some confusion and concern from residents thinking the ordinance would allow commercial or profit-making activities on land that has been preserved.

Most often when a conservation easement is established a building envelope, an area not subject to the easement limitations, is identified. The excluded area is taken into consideration in the property appraisal and in determining the compensation for the easement. The uses would only be allowed in the building envelope and not in the preserved property. Uses proposed for the overlay district (within the building envelope) include: uses by right, conditional use approval or special exception approval in the underlying zoning districts; public and retail use accessory to a vineyard or winery; agricultural entertainment use; microbrewery, micro-winery, micro-distillery including a related brewpub or tasting room; conservation special events; art studio and art gallery; and a community theatre. There was discussion related to parking limitations and the concern that easement areas would be used for parking. Solicitor Clemons clarified that all regular parking must be within the building envelope. Temporary parking for special events had been proposed for the preserved areas. However, the Bucks County Planning Commission had concerns about allowing parking within the preserved areas. Solicitor Clemons revised the ordinance to remove the wording related to special event parking. He also emphasized that the ordinance only applies to preserved areas in Wrightstown and only on properties that are 50 acres or greater. Additional language was added to limit the time that grantees, co-grantees, holders or beneficiaries of conservation easements must agree or comment on the use being considered by the Board of Supervisors. The revised ordinance will be transmitted to the Jointure and then to Newtown and Upper Makefield Townships for review at their public board meetings. Solicitor Clemons may attend the board meetings to present the ordinance and to clarify any details.

#### **SUPERVISORS' COMMENTS**

- A. Potential Grant Money.** Due to the previous meeting not being broadcast Chair Pogonowski repeated his comments on possible grant funding. He received a call from State Representative Tai's office concerning grant money that was available for projects. The information and grant request was needed within a few days. There was no opportunity for Chair Pogonowski to discuss and receive agreement from the Board to apply for a grant. Instead he suggested funding a project for the Lingohocken Fire Company. The status of the grant for the Fire Company was not known.

- B. Worthington Mill Road Bridge.** Chair Pogonowski reported that he and the Township Manager will be attending a meeting at Representative Tai's office concerning the replacement of Worthington Mill Road bridge. PennDOT is planning to replace the existing single lane bridge with a two-lane bridge. Both Wrightstown and Northampton Townships are opposed to making it a two lane bridge. He will keep the Board informed on the meeting discussion.
- C. Renaissance Faire.** Vice Chair Magne announced that the Village Library of Wrightstown will be holding its 19<sup>th</sup> annual Renaissance Faire on September 15<sup>th</sup> and 16<sup>th</sup> at the Middletown Grange Fairgrounds. The Faire will be held between 11 AM and 6 PM daily.
- D. Octagonal School Open House.** The Wrightstown Historical Commission will be holding an open house at the Octagonal School on September 16 from 1 PM to 5 PM.

#### **MANAGER'S REPORT**

- A. Matthew's Ridge Water Quality Management Permit.** The new Water Quality Management Permit for the wastewater treatment plant at Matthew's Ridge has been received. The permit was issued on August 16, 2018 and will expire on August 31, 2023. All permit parameters have remained the same.
- B. Salt Bids.** The Township is a member of the Bucks County Consortium of Municipalities. The Consortium advertises and receives bids for supplying salt for the Consortium members. Bids were received on August 27 for the 2018-2019 winter season. The low bidder was Morton Salt in the amount of \$47.92 per ton delivered and \$47.00 per ton undelivered. The rate for 2017-2018 was \$48.82 per ton delivered and \$48.00 per ton undelivered. The contract award will be on the agenda for consideration at the September 17 Board meeting.
- C. 2019 Pension Minimum Municipal Obligation (MMO).** The Township is required to prepare and submit a calculation estimating the yearly payroll and to determine what funding is required to properly fund the employee pension plans. Most of the contributed cost is reimbursed by the State. The required MMO for 2019 is \$15,548.00. No action is needed by the Board at this time. The MMO is required to be presented to the Board by October 5 of the reporting year. It will also be necessary to fund the MMO in the 2019 budget.

**EXECUTIVE SESSION**

There was an executive session following the meeting 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 6:30 PM.

Respectfully Submitted,

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Joseph F. Pantano  
Township Manager