

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING SEPTEMBER 20, 2021**

The Wrightstown Township Board of Supervisors met on Monday, September 20, 2021 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 P.M. Present were Vice Chair Jane B. Magne (attended via Zoom), Solicitor Vicki Kushto, Township Engineer Cindy VanHise and Township Manager Joseph Pantano.

**APPROVAL OF MINUTES:**

On a motion by Chair Pogonowski, seconded by Vice Chair Magne, Board of Supervisors meeting minutes of August 2, 2021 and Board of Supervisors Work Session meeting minutes of August 9, 2021 were approved unanimously.

**APPROVAL OF BILLS:**

On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the following August 16, 2021 payments were approved unanimously:

General Fund bills	\$37,650.22
Cable Access Fund bills	2,632.45
JCE Sewer Fund bills	11,990.08
Open Space Fund bills	395.47
<b>TOTAL</b>	<b>\$52,668.22</b>

On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the August 16, 2021 Escrow bills list for \$11,837.30 was approved unanimously.

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

General Fund to Payroll Fund (08/05/21)	\$18,000.00
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On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the following August 30, 2021 payments were approved unanimously:

General Fund bills	\$100,522.56
Special Reserve Fund bill	5,975.00
Cable Access Fund bills	1,204.58
MR Sewer Fund bills	4,735.71
Open Space Fund bill	50.40
<b>TOTAL</b>	<b>\$112,488.25</b>

On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the following transfers were approved unanimously.

General Fund to Payroll Fund (08/16/21)	\$18,000.00
Open Space Fund to Building Capital Sinking Fund	\$27,481.09

On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the following September 6, 2021 payments were approved unanimously:

General Fund bills	\$27,660.34
Building Loan Payment	2,422.00
Open Space Loan Payment	17,178.00
Highway Capital Reserve Loan Payment	10,833.00
Special Projects Fund bills	8,970.00
Cable Access Fund bills	77.63
JCE Sewer Fund bill	42.45
<b>TOTAL</b>	<b>\$67,183.42</b>

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

General Fund to Payroll Fund (09/01/21)	\$20,000.00
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On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the following September 20, 2021 payments were approved unanimously:

General Fund bills	\$102,242.87
Cable Access Fund bills	740.54
MR Sewer Fund bill	3570.34
JCE Sewer Fund bills	4243.50
Open Space Fund bill	599.33
<b>TOTAL</b>	<b>\$111,396.58</b>

On a motion by Vice Chair Magne, seconded by Chair Pogonowski, the September 20, 2021 Escrow bills list for \$41,068.22 was approved unanimously.

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

General Fund to Payroll Fund (09/16/21)	\$20,000.00
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**ANNOUNCEMENTS:**

- A. Chair Pogonowski announced an Executive Session was held on August 23 to discuss an offer to purchase a conservation easement on a property.
- B. Vice Chair Magne announced that the Village Library will be hosting the following programs:
  - The Exercise Group sessions are held on Tuesdays and Thursdays from 9 to 10 A.M.
  - Preschool Story Time for children 2-5 years of age is held on Wednesdays from 10 to 11 A.M. in the backyard of the Library.
- C. There were no changes to the agenda.

**PUBLIC COMMENT:**

There was none.

## **POLICE REPORT:**

Chief Hearn presented the August police report. There were 253 calls for service, 27 traffic citations and 13 traffic accidents. The Chief reminded residents that the Worthington Mill Road bridge is still closed due to Hurricane Ida. He also reminded residents to not drive around barricades that are marking roads as closed. Chief Hearn noted that schools are back in session and residents need to be aware of the school zones and school crossings. He also announce that the next Police Consortium test will be held on November 6. Applications for the test can be found at [www.policeapp.com](http://www.policeapp.com). There will be a “Drug Take Back” event held on October 23 from 10 A.M. to 2 P.M. at the Newtown Township Building.

## **SOLICITOR' S REPORT:**

### **S & D Ventures (Sterling Limousine) Maintenance Escrow Resolution, Resolution #2021-17.**

Solicitor Kushto reviewed Resolution #2021-17 accepting the improvements completed at the Courtyard of Penns Park and the release of the escrow account. The project would move into the 18 month maintenance period, with the requirements of a maintenance bond for \$60,059.91. On a motion by Chair Pogonowski, seconded by Vice Chair Magne, the resolution was approved unanimously.

## **ENGINEER'S REPORT:**

- A. Anderson Preserve Street Light Update.** Engineer VanHise reviewed the changes made to the street light on Bennett Lane, which was an issue for the maintenance bond. With the improved changes, the Board approved closing out the issue.
- B. Crack Sealing Contract Bids.** Engineer VanHise reviewed the bids for the road crack sealing project. She stated that the bids were based on the costs per gallon of sealant for which the Township has budgeted \$10,000.00. The lowest bid submitted was by Asphalt Maintenance Solutions, LLC for \$33.00 per gallon. On a motion by Chair Pogonowski, seconded by Vice Chair Magne, the Board unanimously approved awarding the contract to AMS, with the proviso of treating as many roads as possible for a total of \$10,000.00.
- C. Engineer's Report.** The Board accepted the Engineer's report for August.

## **SUPERVISORS' COMMENTS:**

- A.** Chair Pogonowski stated that the latest census shows that the population of Wrightstown Township has increased from 2,995 residents in 2010 to 3,287 in 2020, which is a 9.7% increase.
- B.** Chair Pogonowski asked Manager Pantano and Solicitor Kushto to give notice to the billboard tenants on Anderson Preserve that the property has been dedicated to the Township. He also said the Township should enter into a direct contract with the tenants.

## **DEPARTMENT REPORTS:**

- A. Code/Zoning Department.** The Board received the August report. There were 18 permits issued, 49 permit inspections (15 failed inspections) and a total of \$23,780.50 in fees collected (\$13,544.00 in escrow fees).
- B. Public Works Department.** The Board received the August report.
- C. Lingohocken Fire Company Report.** Chair Pogonowski reviewed the August report. There were 25 calls for service, 139.87 man-hours for responses, 5.5 man-hours for training and 2 man-hours for work detail, for a total of 283.37 man-hours of service to the community.
- D. Central Bucks Rescue Squad.** The Board accepted the July report.

## **MANAGER'S REPORT:**

- A. Lingohocken Fire Company Service Agreement.** Manager Pantano stated that there has been discussion about Lingohocken Fire Company having a formal service agreement with Wrightstown Township. The Township Solicitor has created an agreement for the Fire Company

to review and copies will be sent to the President and the Fire Chief.

- B. Salt Bid Award.** Salt bids for the 2021-2022 winter season were received. Morton Salt submitted the lowest bid of \$57.88 per delivered ton and \$57.00 per undelivered ton. On a motion by Chair Pogonowski, seconded by Vice Chair Magne, the Board voted unanimously to award the contract to Morton Salt.
- C. Road Program Update.** Manager Pantano reported that road repair work will begin on September 22. When the repairs are complete, the road work will phase into roads that are being crack sealed and oiled and chipped.
- D. Water Damage at Municipal Building.** Manager Pantano reported that on September 1 and 2, the basement of the Township building was flooded with 3 to 4 inches of water from Hurricane Ida. A remediation company was called in to remove carpeting, wet walls and flooring, as well as to dry out the area with fans. All of the damage should be covered by insurance. The insurance adjuster will be at the office on September 27 to finalize documentation for the claim.

**UNFINISHED BUSINESS:**

There was none.

**NEW BUSINESS:**

There was none.

**PUBLIC COMMENT:**

There was none.

**EXECUTIVE SESSION:**

There was an executive session on August 23 to discuss an offer to purchase a conservation easement.

**ADJOURNMENT:**

On a motion by Chair Pogonowski, seconded by Vice Chair Magne, both voted to adjourn. The meeting was adjourned at 8:19 P.M.

Respectfully submitted,

Joseph F. Pantano, Manager