

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
MINUTES OF WORK SESSION OF MARCH 11, 2024**

The Wrightstown Township Board of Supervisors Work Session was called to order at 5:06 PM on March 11, 2024 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 Manager Stacey Mulholland, Township Solicitor Vicki Kushto and Township Engineer Cindy VanHise.

1. BUSINESS

There was none.

2. MANAGER'S REPORT

A. Proposed 2024 Road Projects/Maintenance. Interim Road Foreman Dave James and Engineer VanHise reviewed proposed road projects, offering insights and recommendations. Mr. James presented updates on ongoing projects, including the crossover pipe installation on Robin Road, highlighting additional materials required for completion. He presented a project proposal for Cedar Lane, detailing necessary repairs for which a quote was obtained. Discussion ensued regarding project prioritization and tree removal to prevent road damage. He also discussed drainage issues on Williams Avenue, Penns Park Road and Sarah Drive, proposing solutions for each. The Board approved these projects and authorized further action, including discussions with property owners. Additionally, Mr. James and Engineer VanHise outlined the road improvement projects for Park Avenue, estimating costs and seeking approval for bidding. Engineer VanHise presented estimates for Cape Seal on Parsons Lane and Alexander Court, with discussions on funding sources. The Board approved moving ahead with these projects, as well as listing old Road Department equipment for sale. Discussion also included winter maintenance agreements and coordination with PennDOT for road maintenance. In addition, the Board decided to revive the bi-annual road inspections.

B. Thompson Mill Bridge. Interim Road Foreman James updated the Board on the Thompson Mill Bridge project, noting severe deterioration of the underlying large, corrugated pipe. Engineer VanHise indicated the project could require a DEP permit due to its location

in a floodplain with a drainage area exceeding 100 acres. DEP could also expand the project to address neighboring properties in Upper Makefield. She will have a pre-submission meeting with DEP to discuss wetland studies and culvert size adjustments. The Board sought clarity on jurisdiction and favored exploring funding options, including grants and possible collaboration with Upper Makefield. Chair Pogonowski suggested a traffic study as a preliminary measure.

C. Octagonal Schoolhouse and Library Parking Lot

Improvements. After much discussion it was decided to monitor the gravel parking area in front of the Octagonal Schoolhouse for further drainage issues, with the possibility of paving if the gravel is not stabilized. Adding a gravel parking lot in the field behind the Schoolhouse was tabled. However, it was decided to obtain bids for paving the Library parking lot.

D. Wrightstown Village Library Paint Analysis. Manager Mulholland discussed having the paint at the Village Library evaluated for lead. Included in her report was a quote for \$725.00 to have an assessment done. The Board all agreed to have the evaluation done.

3. SOLICITOR'S REPORT

A. Electric Vehicle Charging Ordinance. Solicitor Kushto presented a proposed JMZO draft incorporating Planning Commission feedback and prior Board discussion. Proposed changes included clarification of terminology for electric vehicle charging stations and removing requirements for posting information on charging stations in residential areas. Level 1 and Level 2 charging levels for public use stations would be permitted in all zoning districts, with Level 3 charging stations allowed in many publicly used facilities such as schools, municipal services and private businesses. Enforcement responsibility would rely on private property owners, following standard practices for managing parking lots. Solicitor Kushto recommended amending the provision regarding digital advertising screens and prohibiting certain types of advertising on charging stations to deter loitering. Manufacturer-provided information on charging stations would remain. The Board confirmed these changes for further consideration by the other Jointure members.

B. Off Premises Advertising Sign Ordinance. Solicitor Kushto presented proposed changes to the Off Premises Advertising Signs Ordinance. Discussion focused on adjustments to definitions and parameters, including redefining freestanding signs and transitioning the term outdoor advertising signs to off premises signs. Section 1106 would be amended accordingly. Height restrictions were updated, with off premises signs limited to 24 feet, with a maximum of 4 feet from the ground. Solicitor Kushto recommended a minimum distance of 1000 ft from certain property uses. Chair Pogonowski suggested redefining distance parameters by district. Vice Chair Magne proposed removing a statement regarding signs extending over public property in the CR2 zoning district. The Board debated various parameters, with one off premises sign per acre being inserted into the proposal. These edits will be sent for review by the Jointure members. Chair Pogonowski urged consideration of zoning per parcel for the other townships.

C. Wireless Communications Ordinance. Solicitor Kushto reported on the proposed adjustments made to clarify the language and definitions written in the original Wireless Communications Ordinance. She relayed the comments provided by the Planning Commission, debating whether the wireless communication uses be considered for a conditional use or special exception hearing. Chair Pogonowski and Vice Chair Magne agreed that it should be a special exception. Solicitor Kushto added that the Planning Commission proposed that photos and other documentation would have to be made of the unimproved condition of the site on which a tower-based wireless facility was proposed. This would be included as part of the permit application. The property would then have to be restored to the documented condition shown on the application when the tower ceased to be used and this would be mandated to be within six months. Any unused or abandoned facilities and above-ground wires would have to be removed. The main concern of the Planning Commission was the appearance of above-ground wires, but the decision regarding the removal of underground wires rests with the Board. Chair Pogonowski raised concerns that routine maintenance could damage the wires and the Board agreed any above ground wires should be removed and any underground wires be deenergized at

the pole. Solicitor Kushto reported the Planning Commission suggested an increase of all bond amounts from \$75,000 to \$100,000. Chair Pogonowski thought that all non-tower facilities should be in the RI and RIA zoning districts. Solicitor Kushto had also added the requirement for providing photos and documentation of the unimproved site condition for non-tower proposals. The present zoning ordinance includes definitions for distributed antenna systems (DAS) and distributed antenna system hub facilities, previously under the old Wireless Communications Ordinance. Chair Pogonowski suggested reviewing and potentially deleting or replacing these definitions. Additionally, replacing several definitions, such as antenna, colocation, non-tower wireless communications, substantial change, tower-based wireless and wireless support structures, while also introducing new definitions, was supported by the Board.

D. Amendment to Correct Impervious Surface Calculation.

Solicitor Kushto introduced a proposed ordinance to be presented to the Jointure regarding rectifying an error in the current impervious surface ratio under Other Uses in the RI zoning district, increasing it from 5% to 50%. Following discussion, the Board approved the ordinance be presented to the Jointure for further consideration.

E. Comprehensive Plan. Solicitor Kushto provided the Board with an update on the proposed Comprehensive Plan, noting that the Jointure has approved the current draft. The Plan has been submitted to the County, surrounding municipalities and school districts for review. Additionally, the nonconforming structure ordinance, previously approved by the Board, has been authorized for advertisement and submitted to the County for review. It is expected to be adopted in May.

4. ENGINEER'S REPORT

A. MS4. Engineer VanHise provided an update on Wrightstown's environmental initiatives, noting the extension of the general MS4 permit until March 15, 2025. Additionally, a Pollution Reduction Plan (PRP) is in place to address pollution in Neshaminy Creek and Jericho Creek, with a target reduction date of April 30, 2024. Progress has been made on a stream restoration project on Anchor Run, facilitated by

obtaining a Chapter 105 waiver after significant delays from the DEP. This restoration project covers 450 linear feet and was estimated to cost approximately \$300,000. Engineer VanHise requested an extension for both permits and plans to pursue a Watershed Restoration and Protection Program grant by May 31, 2024, seeking up to \$300,000 with a 15% match requirement. The project has been deemed shovel-ready, demonstrating considerable progress for DEP assessment upon submission. The Board approved moving forward with the grant application as suggested.

B. Octagonal Schoolhouse Roof. Engineer VanHise provided an update on the bidding process for the schoolhouse roof project. Initially, five bids were received, but upon rebidding, only one bid was submitted. She noted the intention to rebid and apply for a Hometown grant, potentially providing up to \$50,000. She sought direction from the Board regarding adjustments to the bid documents. The Board expressed support for removing the Cedar Shake and Shingle Bureau (CSSB) provision and instead requiring the bidder to warrant the installation before sending it out for bid.

5. SUPERVISORS' COMMENTS

There were none.

6. APPROVAL OF MARCH 4, 2024 MINUTES

Manager Mulholland presented the March 4, 2024, minutes for Board approval. Vice Chair Magne made a motion, seconded by Chair Pogonowski, and the minutes were approved with noted edits by Vice Chair Magne and Supervisor Lloyd abstaining.

EXECUTIVE SESSION

There was none.

ADJOURNMENT

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, all voted to adjourn. The meeting was adjourned at 7:29 P.M.

Respectfully Submitted,

Stacey Mulholland
Township Manager