

**WRIGHTSTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING NOVEMBER 21, 2022**

The Wrightstown Township Board of Supervisors met on Monday, November 21, 2022 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, Treasurer Robert S. Lloyd, Solicitor Vicki Kushto, Township Engineer Cindy VanHise and Township Manager Stacey Mulholland.

APPROVAL OF MINUTES:

On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the Board of Supervisors Work Session minutes of October 17, 2022 and the Board of Supervisors meeting minutes of October 24, 2022 were approved unanimously.

APPROVAL OF BILLS:

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following October 31, 2022 payments were approved unanimously:

General Fund bills	\$109,368.66
Cable Access Fund bills	468.08
Matthews Ridge Sewer Fund bills	5,652.27
Jane Chapman East Sewer Fund bill	4,535.25
TOTAL	\$120,024.26

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

General Fund to Payroll Fund (10/28/22)	\$25,000.00
Payroll to Flexible Spending (10/14/22)	\$473.05

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following November 7, 2022 payments were approved unanimously:

General Fund bills	\$31,813.02
Cable Access Fund bills	468.08
Special Projects Fund bill	2,286.00
Jane Chapman East Sewer Fund bill	43.42
TOTAL	\$34,610.52

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

General Fund to Special Projects Fund	\$162,592.73
Highway Capital Reserve Fund to General Fund	\$25,000.00

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the following November 21, 2022 payments were approved unanimously:

General Fund bills	\$38,753.55
Cable Access Fund bills	641.63
Matthews Ridge Sewer Fund bill	2,626.85
Jane Chapman East Sewer Fund bill	8,496.10
TOTAL	\$50,518.13

On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the November 21, 2022 Escrow bills list for \$75,511.88 was approved unanimously.

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

General Fund to Payroll Fund (11/15/22)	\$25,000.00
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ANNOUNCEMENTS:

A. Vice Chair Magne announced that the Village Library will be hosting the following programs. Registration for the programs is available online at www.calendarbuckslib.org.

- Adult Exercise Group sessions are held on Tuesdays and Thursdays from 9:00 to 10:00 A.M.
- Chair Yoga is held on Fridays from 9:00 to 10:00 A.M.
- “Courtney’s Carolers Holiday Music Concert” will be held on Monday, December 5 from 7:00 to 8:00 P.M
- A Virtual Art Class: “Cup of Cocoa” will be held on Monday, December 12 from 6:30 to 7:45 P.M

B. There were no changes to the agenda.

PUBLIC COMMENT:

There was none.

POLICE REPORT:

Chief Hearn presented the October police report. There were 377 calls for service, 76 traffic citations and 19 traffic accidents. Two truck enforcement details were held which resulted in 16 truck inspections, 13 warnings, 10 citations issued and 1 truck removed from service. He announced that residents should be aware that there will be a deer hunt on November 30 at Tyler State Park. He cautioned residents to be aware of migrating deer and to slow down to avoid a collision. Chief Hearn also announced the Newtown Holiday Parade will be held on December 4 at 2:00 P.M. on Sycamore Street. He warned residents to drop outgoing mail off inside a post office instead of leaving it in outside or residential mailboxes. He reported that there has been an increase in theft from outside mailboxes. In addition, Chief Hearn reminded residents that phone and email fraud is continuing to occur and not to give out personal information or purchase gift cards as payment.

SOLICITOR’S REPORT:

A. Stormwater Ordinance. Solicitor Kushto reported the proposed stormwater ordinance has been reviewed by the Planning Commission and they recommended adoption of the ordinance. On a

motion by Vice Chair Magne, seconded by Treasurer Lloyd, the ordinance will be advertised for adoption.

- B. Lighting Ordinance.** Solicitor Kushto reported the proposed lighting ordinance has been reviewed by the Planning Commission and they recommended adoption of the ordinance. On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the ordinance will be advertised for adoption.
- C. Fireworks Ordinance.** Solicitor Kushto reported the proposed fireworks ordinance has been reviewed by the Planning Commission and they recommended adoption of the ordinance. On a motion by Vice Chair Magne, seconded by Treasurer Lloyd, the ordinance will be advertised for adoption.
- D. Sewer Bill Increase, Resolution #2022-13.** Solicitor Kushto presented a resolution to increase the sewer fees of the Highlands of Chapmans Corner development from \$560.00 to \$660.00 per quarter. This is the first rate increase since the development was built. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, Resolution #2022-13 was passed unanimously.
- E. Personnel Manual.** Solicitor Kushto stated the personnel manual will be updated to have 2 designated holidays become floating holidays for regular personnel. On a motion by Chair Pogonowski, seconded by Treasurer Lloyd, the change in the personnel manual was approved.
- F. Liquor Control Board Hearing.** Solicitor Kushto reported that on November 18 a Liquor Control Board hearing was held to hear a petition that the Township's Ordinance regulating amplified sound supersede the recent State legislation regulating it in establishments under control of the Liquor Control Board. She said the hearing officer will now receive a transcript of the hearing and make a recommendation to the Liquor Control Board. It will be on their agenda for next month's meeting.

ENGINEER'S REPORT:

The Board accepted the Engineer's report for September. Engineer VanHise reported the annual MS4 report has been submitted to DEP.

SUPERVISORS' COMMENTS:

There were none.

DEPARTMENT REPORTS:

- A. Code/Zoning Department.** Chair Pogonowski reviewed the September report. There were 18 permits issued, 43 permit inspections (5 failed inspections), 13 complaint inspections and a total of \$14,180.50 in fees collected, of which \$8000 was escrow. A review of the October report showed 13 permits issued, 35 permit inspections (5 failed inspections), and a total of \$14,109.95 in fees collected, of which \$11,000 was escrow.
- B. Public Works Department.** The Board received the October report.
- C. Lingohocken Fire Company Report.** Chair Pogonowski reviewed the October report. There were 13 calls for service, 53 man-hours for responses and 89 man-hours for training and 197 man-hours for work detail, for a total of 339 man-hours of service to the community.
- D. Central Bucks Rescue Squad.** The Board accepted the October report.
- E. Boards and Commissions.**
 - i. Planning Commission.** Vice Chair Magne said that the Planning Commission has been reviewing the 10-year Jointure Comprehensive Plan.
 - ii. Historical Commission.** Vice Chair Magne reported that the Historical Commission will be holding an additional Open House at the Octagonal Schoolhouse on November 20 from 1:00 to 5:00 P.M. since several others were cancelled due to road construction.

MANAGER'S REPORT:

- A. Denny Dehumidifier Quote.** Manager Mulholland stated that 3 dehumidifier units were need for the basement to help preserve the files. She reported a quote from Denny Electric for \$850.00 per unit.

The total costs for all 3 units would be \$2,500.69. On a motion by Treasurer Lloyd, seconded by Vice Chair Magne, the Board authorized the purchase of 3 dehumidifiers in the amount of \$2,500.69.

- B. Library Door and Window Quote.** Manager Mulholland reported a quote of \$5,700 to replace a Library door and window was received. The Board approved the replacement of the Library door and window in the amount of \$5,700.
- C. Basement Doors Quote.** Manager Mulholland reported a quote from Jammer Doors of \$3,200 to replace the basement doors. The Board approved the replacement of the Library basement doors in the amount of \$3,200
- D. PennDOT Bike Lane Update.** Manager Mulholland stated PennDOT wanted the Township to take on maintenance of bike lanes on Rt. 232 from the former chain bridge to the intersection with Swamp Road, which is only several hundred feet. The Board emphasized that the Township does not wish to acquire the responsibility or cost of maintaining that portion of the road.
- E. BCATO Resolution, Police Pension.** Chair Pogonowski would like to ask BCATO to support a resolution that would allow municipalities with disbanded police departments to transfer those pension funds to another municipal police pension fund within the Commonwealth. On a motion by Chair Pogonowski, seconded by Vice Chair Magne, the Board authorized sending the resolution to BCATO for review.
- F. HPT Block Hour Pricing.** Manager Mulholland reported that the Township exceeded the block hourly rate for its IT support. The Township exceeded it due to the installation of a new server and several new laptop setups. Manager Mulholland requested purchasing another 50-hour block at \$6,000 for HPT IT support. The Board approved the 50-hour block in the amount of \$6,000.
- G. Land Development and Zoning Announcements.** Manager Mulholland noted the Township received a Subdivision and Land Development application, along with a Zoning Hearing Board application, for 927 Penns Park Road. In addition, a Zoning Hearing Board application was received for St. Mark's Church.

UNFINISHED BUSINESS:

There was none.

NEW BUSINESS:

There was none.

PUBLIC COMMENT:

There was none.

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 8:17 P.M.

Respectfully submitted,

Stacey Mulholland, Manager