

**WARWICK TOWNSHIP**  
Board of Supervisors' Public Meeting Minutes  
**May 18, 2009**

Members Present: Judith A. Algeo, Esq., Chair  
Edward P. Thompson, Member

Member Absent: John W. Cox, Vice Chairman

Others Present: Gail Weniger, Township Manager  
Dave Connell, Township Engineer  
Mary Eberle, Township Solicitor  
Linda Grant, Recording Secretary

■ **CALL TO ORDER:**

The Warwick Township Board of Supervisors' May 18, 2009 public meeting, held at Warwick Township Administration Office, 1733 Township Greene, Jamison, PA., was called to order at 7:07 p.m., by Chair, Judith Algeo who then led attendees in the pledge of allegiance.

■ **APPROVAL OF MINUTES:**

⇒ May 4, 2009 Board of Supervisors' public meeting minutes. (exhibit)

**Motion by Mr. Thompson to approve Board of Supervisors' public meeting minutes for May 4, 2009, as submitted.**  
**Second to motion by Ms. Algeo.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed.**

(E. Thompson, J. Algeo – in favor; J. Cox – absent)

■ **EXECUTIVE SESSION:**

Chair Algeo reported that the Board of Supervisors' had met in executive session prior to this evening's meeting to discuss matters of personnel.

■ **ANNOUNCEMENTS:** No announcements

■ **CITIZENS COMMENTS:**

➤ John Malone, 2235 York Road, spoke about a reverse access road, from Almshouse to Meetinghouse Road, that was discussed years ago and also said that Luke Oil would not grant an easement. Mr. Malone has been talking with a developer to possibly buy his property and feels an easement would allow access to anyone who may be interested in his property. Mr. Malone asked if the Township could do a condemnation to enable an easement for an access road. Chair Algeo noted that the Board would need to see a plan. Mary Eberle, Township Solicitor advised this would involve many legal issues and suggested that Mr. Malone should not spend a lot of money for a plan.

■ **MANAGER'S REPORT:**

⇒ Financial Update Items – (GASB study) (exhibit)

Gail Weniger, Township Manager, presented a memo regarding the financial status of Warwick Township, and summarized several issues. Ms. Weniger noted that the amount of funds realized from the LST tax is much lower than what was projected for the first quarter, although Berkheimer believes we are still on target for 2009. Earned income and real estate taxes should meet the conservative projections for 2009.

Ms. Weniger suggested that the Board of Supervisors should discuss adoption of a resolution to assure a reserve of funds in case of an emergency and to satisfy bond and borrowing requirements. Mr. Thompson asked that this matter be tabled so Mr. Cox can be present for discussion. It was decided that a resolution would be drafted and presented at the next meeting for this purpose.

⇒ Employee Handbook amendments and adoption

Ms. Weniger presented an update of the Employee Handbook for consideration by the Board of Supervisors. Ms. Weniger summarized the proposed amendments to the Handbook. One of the amendments amends benefits for anyone hired after today, limiting the participation in the 457 plan to employee contribution only with no township match. The employee defined contribution pension remains in effect per Ordinance. Another section added clarifies the short and long term disability benefits, providing the time period an employee could opt in or out. Ms. Weniger is also noted that the language for that the current life insurance benefit reflect the policy in effect, limiting the benefit to one year's salary be amended to be limited to the amount of \$75,000. Language was added requesting that Department Heads give four weeks' notice upon leaving.

**Mr. Thompson made a motion to accept changes to the Warwick Township Employee Handbook as of May 2009, pages 1 through 26, as presented by the Township Manager.**

**Second to motion by Ms. Algeo.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed .**

(E. Thompson, J. Algeo – in favor; J. Cox – absent)

⇒ Work Policies (exhibit)

Gail Weniger presented Work Policies to the Board, noting that these policies are reviewed and updated as needed. Ms. Weniger notes that the Board will receive a current copy of the policies and then consider updates as they are done. These policies are those which have been in effect from present back to 2004. Many policies have been previously reviewed and approved by the BOS in executive session, but we are now putting the policies in public for adoption. These will be adopted annually with the reorganization materials.

**Motion by Mr. Thompson to approve Work Policies, as presented by the Township Manager.**

**Second to motion by Ms. Algeo**

Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed.**

(E. Thompson, J. Algeo – in favor; J. Cox – absent)

⇒ Brothers Pizza – Corridor Overlay Sign Approval (exhibit)

Ms. Weniger noted applicant is not present.

The Board of Supervisors tabled this matter.

⇒ Fireworks Tent – Corridor Overlay Approval (exhibit)

Applicant was present to display a photo and explain that everything is the same as it has been since first approaching the Township in 2006.

The Board of Supervisors noted they are okay with the operations remaining the same as the past .

⇒ Resolution N<sup>o</sup>. 2009-14 – Appoint TCC Delegates (exhibit)

Ms. Weniger presented this resolution, appointing voting delegates to the County Earned Come Tax Committee and noted this is a yearly appointment.

**Motion by Mr. Thompson to approve Resolution N<sup>o</sup>. 2009-14, appointing the following voting delegates to the Tax Collectors Committee:**

- Township Manager
- Financial Director
- Planning/Zoning Director.

**Second to motion by Ms. Algeo.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed.**

(E. Thompson, J. Algeo – in favor; J. Cox – absent)

⇒ Bill Payments May 18, 2009 (exhibit)

General Fund		
Check N <sup>o</sup> . 16572 through 16623	\$	106,696.67
Park & Recreation		
Check N <sup>o</sup> . 5020 through 5040	\$	7,386.34
Park & Recreation Capital Projects Fund		
Check N <sup>o</sup> . 1010 through 1011	\$	205.15
Capital Projects Fund		
Check N <sup>o</sup> . 1123	\$	4,985.69
Total -	\$	<u>119,273.84</u>

**Motion by Mr. Thompson to approve the May 18, 2009 Bill Payments, subject to audit.  
Second to motion by Ms. Algeo.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed.**

(E. Thompson, J. Algeo – in favor; J. Cox – absent)

⇒ Treasurer's Report – March 2009 (exhibit)

General Fund	\$	3,356,436
Firehouse and Equipment		1,109,581
Road Machinery Fund		193,567
General Obligation / Sinking Fund		312,161
Open Space Fund		121,992
Capital Projects Fund		78,590
Highway Aid Fund		97,919
Parks and Recreation		359,377
Parks and Recreation Capital Fund		1,461,003
Capital Reserve		<u>590,620</u>
Total	\$	<u>7,681,246</u>

**Motion by Mr. Thompson to accept the Treasurer's Report for March 2009, as prepared by Rose Christie, Finance Director, subject to audit.  
Second to motion by Ms. Algeo.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed.**

(E. Thompson, J. Algeo – in favor; J. Cox – absent)

■ **SOLICITOR REPORT:** There was no Solicitor's Report this evening.

■ **ENGINEER REPORT:**

⇒ LD 07-01 Warwick Meadows III, Escrow Release N<sup>o</sup>. 10 (exhibit)

**Motion by Mr. Thompson to approve Warwick Meadows III, Escrow Release N<sup>o</sup>. 10, in the amount of \$7,050.00 (leaving a balance of \$279,876.85), as presented by the Township Engineer.**

**Second to motion by Ms. Algeo.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed.**

(E. Thompson, J. Algeo – in favor; J. Cox – absent)

⇒ 2009 Road Improvement Project – Award Bid (exhibit)

Dave Connell, Township Engineer, reported that the Township received five bids for the bid opening held last week and the low bidder was Bray Brothers. The base bid amount is \$245,775, and with the alternate add-on is \$264,775. Mr. Connell reminds that the alternate add on is for pavement repair of 500 square yards along Land Road.

Mr. Thompson asked how much was budgeted for this project. Ms. Weniger notes the amount was \$290,000.

**Motion by Mr. Thompson to award the 2009 Road Improvement Project bid (\$245,775) to Bray Brothers, Inc., Fallsington, PA, with the alternate add-on, for a total of \$264,775, as recommended the Township Engineer.  
Second to motion by Ms. Algeo.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

**Motion passed.**

(E. Thompson, J. Algeo – in favor; J. Cox – absent)

■ **OLD BUSINESS:** There was no Old Business to discuss.

■ **NEW BUSINESS:**

Ms. Weniger noted that the Township offices will be closed on Monday, May 25, 2009 in honor of the Memorial Day Holiday.

■ **PUBLIC COMMENT:**


➤ Mr. Malone, referring to discussion at the citizens comment portion of tonight's meeting, Mr. Malone asked if the Township could use open space locations. Mr. Thompson reminded that Township open space must remain open space and is restricted to those uses.

➤ Pat McCarty, resident, asked that the Township deduct any fees needed out of the escrow for his project. Mr. McCarty also commented that he feels the Township should not charge residents a 15% administrative fee like the developers are charged. Ms. Weniger noted that the administrative fees offset the use of staff on projects that benefit one party as opposed to projects that are Township projects and benefit the project as a whole. Ms. Weniger noted that she will look into Pat's request administratively.

■ **ADJOURNMENT:**

The May 18, 2009, Warwick Township Board of Supervisors' public meeting was adjourned at 8:10 p.m.

Respectfully submitted,

  
Gail V. Weniger,  
Township Manager/Secretary

These minutes were approved at the  
Board of Supervisors' meeting held: **June 1, 2009**

Warwick Township Board of Supervisors  
Warwick Township, Pennsylvania

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