

**WARWICK TOWNSHIP**  
Board of Supervisors' Public Meeting Minutes  
**OCTOBER 20, 2008**

Members Present: Judith A. Algeo, Esq., Chair  
Edward P. Thompson, Vice Chairman  
John Cox, Member

Others Present: Gail Weniger, Township Manager  
Bryan McAdam, Township Engineer  
Mary Eberle, Township Solicitor  
Tom Scott, Assistant Manager  
Linda Grant, Recording Secretary

■ **CALL TO ORDER:**

The Warwick Township Board of Supervisors' October 20, 2008 public meeting, held at Warwick Township Administration Office, 1733 Township Greene, Jamison, PA., was called to order at 7:01 p.m., Chair, Judith Algeo who then led attendees in the pledge of allegiance.

■ **APPROVAL OF MINUTES:**

⇒ October 6, 2008 (exhibit)

**Motion by Mr. Thompson to approve the Board of Supervisors' public meeting minutes for October 6, 2008, as submitted.**  
**Second to motion by Mr. Cox.**

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

**Motion passed.**

■ **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 litigation and matters of personnel.

■ **ANNOUNCEMENTS:**

Ms. Algeo reminded that Friday, October 24<sup>th</sup>, the movie Toy Story will be shown and there will be fireworks. The traditional Warwick Day celebration will be held on Saturday, October 25<sup>th</sup>.

■ **CITIZENS COMMENTS:**

➤ Eric Wilhelm, 2106 Wynne Way, was present with neighbors Sandy Roma and Bob and Marsha Yates, regarding the problems spoken about at the last meeting.

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Tom Scott, Zoning Officer, spoke of the letter of violation that went out to the area residents. Ms. Weniger reminded the residents that this is likely to be a long process. Mary Eberle, Township Solicitor, noted the Township has initiated zoning violation action. The individual has thirty days to appeal from the notice. If he does not, then the Township would file a civil action and take him to magistrate court, from which he then can appeal. Ms. Eberle again reminds the residents that the Township is doing everything it can, but the most effective way of dealing with this is for the neighbors to hire an attorney and file a nuisance action.

Mr. Yates, 2104 Wynne Way, asked about the status of a dead tree. Mr. Scott said Main Street Group has advised this has been taken care of. Sharon Fidele, Main Street Group, noted that the tree on Guinea Lane was replaced. Mr. Yates said it is on Wynne Way. Ms. Fidele was not aware of which tree, but will address this matter.

There was brief discussion about the basin during which Ms. Weniger noted the Township will not be taking dedication of the basin. Mrs. Roma, 2102 Wynne Way, asked for another street light because it is so dark on Wynne Way. Ms. Algeo noted that was the lighting reflects the approved plan.

There was also some discussion about speed limit signs. Chief Costello noted speed limit signs were not on the plan and we have not taken dedication of the road yet.

#### **MANAGER REPORT:**

⇒ Review of issues for 2009 Budget

Ms. Weniger notes that increased cost to the Township is reflected in the recommendations for the fee schedule. Most items for inspection of any kind are increased 5%. Fee Schedule (exhibit):

- page 2, Code Article 4 recommends 5% increase

The Board of Supervisors is ok with this recommended increase.

- page 5, Part 4 – Mechanical Code – recommended increase of 5%

Mr. Thompson asked if permits are need for installation of central air conditioning units. Mr. Scott said yes, though if it is an emergency situation, the work can be done prior to coming in and getting permits. Tom explained that there is a formula based on BTU output.

The Board of Supervisors is ok with this recommended increase.

- page 6, part 4 plumbing code - recommended increase of 5%  
The Board of Supervisors is ok with this recommended increase.

- page 7, part 4 electrical code - recommended increase of 5%  
The Board of Supervisors is ok with this recommended increase.

- page 8, part 4 fire protection/hazardous equipment - recommended increase of 5%

Mr. Thompson asked if who does the re-inspection of sprinkler heads, and is it certified re-inspection.

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Ms. Weniger noted the currently residents have to contract with outside companies. Our Fire Marshal has the knowledge to inspect sprinkler heads and believes it would save the homeowner money and he could include the sprinkler head inspection when he inspects smoke detectors. The suggested fee is \$50.00 for re-inspection of sprinkler heads and it would possibly save the homeowner \$100 and avoid the need to schedule a separate inspection.

The Board of Supervisors is ok with this recommended increase.

- page 9, part 4 plan review fees- recommended increase from 15.75% to 16.5% and a minimum fee of \$55.00 (up from \$52.50)

The Board of Supervisors is ok with this recommended increase.

- page 10, part 6 – refuse Collection and disposal – recommend removal
- page 10, peddling and soliciting - recommended increase from \$10.00 to \$20.00 for base fee; daily from \$2.00 to \$5.00; weekly from \$5.00 to \$10.00 and monthly from \$10.00 to \$20.00.

The Board of Supervisors is ok with this recommended increase.

- page 10, fee balance shall include remuneration for all Township Services

Ms. Weniger reports that the police are very good at making sure the Township is reimbursed for things, but we should have it noted in our fee schedule.

The Board of Supervisors is ok with this recommended increase.

- page 11, Article 7, zoning

Increase fees for various zoning hearing board applications

The Board of Supervisors is ok with this recommended increase.

Increase fees for board of supervisors applications

The Board of Supervisors is ok with this recommended increase.

- page 12, Article 7, sign permits for permanent and temporary non-illuminated signs; permanent and temporary illuminated signs; and non-profit temporary signs

The Board of Supervisors is ok with this recommended increase.

- page 12, Article 7, zoning permit for residential construction – recommended 5% increase.

The Board of Supervisors is ok with this recommended increase.

- page 12, Article 7, zoning permit for non-residential construction – recommended 5% increase.

The Board of Supervisors is ok with this recommended increase.

- page 13, Home Occupation, from \$50 to \$100

The Board of Supervisors is ok with this recommended increase.

- page 13, Parking lots and driveway additions, recommended increase of 5%  
The Board of Supervisors is ok with this recommended increase.

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- page 13, Use and Occupation Certificates for new residential construction, from \$100 to \$200 per dwelling.

The Board of Supervisors is ok with this recommended increase.

- page 13, Use and Occupation Certificates for new non-residential construction, from \$200 to \$500 per unit

Mr. Thompson asked why this is such a big increase. Tom Scott reported that is because there is more work required and it takes much more time.

The Board of Supervisors is ok with this recommended increase.

- page 13, non-residential construction property transfer, recommended 5% increase  
The Board of Supervisors is ok with this recommended increase.

- page 13, non-residential construction, re-inspection fee (if required) \$40.00

After brief discussion it was determined that the \$40 re-inspection fee for non-residential construction would be per violation noted during the original inspection.

The Board of Supervisors is ok with this recommended increase.

- page 14, subdivision and land development fees, recommended increases  
The Board of Supervisors is ok with this recommended increase.

- page 16, add photo copy project requiring gathering information, recommend to add \$25.00 per employee hour.

Ms. Weniger noted that with the new Open Records Law, we need to attend the training and it is anticipated that they are going to set the fees which would probably supersede what we do here.

The Board of Supervisors is ok with this recommended increase.

- page 16, community room / meeting room rental (no birthday parties permitted)  
recommended increase resident from \$10.00/hour to \$20.00/hour; non-profit groups to serve Warwick residents from \$10.00/ hour to \$20.00/hour

The Board of Supervisors is ok with this recommended increase.

- page 17, recreation events permits

fees for materials – 10 x 10 tents - \$50 /day, table \$10 /day, chair

Mr. Cox asked how this involves the Moland House. It was clarified that the Historic Society handles the Moland House.

- Fireworks permit from \$25 to \$30
- Recreational Fire Permit from \$10 to \$15

The Board of Supervisors is ok with this recommended increase.

#### Capital Projects:

- Generator (exhibit)

Ms. Weniger reported that we have looked into what it would cost to provide a generator

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and we have found that we can partner with Water and Sewer to get the generator and pay the cost of installation. Ms. Weniger noted any capital projects come out of the general fund operating fund reserves.

Lt. Goldberg presented a summary regarding the generator, noting that Water and Sewer has expressed interest in acquiring a back up generator that is big enough to run all of the Township building systems. Lt. Goldberg spoke of what would required and the estimated costs.

Ms. Algeo asked if Water and Sewer would give us this generator if we were not going to hook it up this year. Lt. Goldberg believes we could negotiate that.

Discussion of this issue included the size of the generator needed, what needs to be changed in the building, whether a transfer switch will be needed, etc. Mr. Thompson thinks the generator is a great idea, and we could ask Water and Sewer to wait a year. Upon commitment to this project, Lt. Goldberg offered to call State Representative O'Neill's office and to research grant monies for the project.

- Police Operating equipment (exhibit)

Mr. Thompson has not problem with any of the items listed.

Mr. Cox asked if we consider a rolling replacement program rather than buying all the guns at the same time. Lt. Goldberg noted that three were bought this year, and we could do a rolling replacement, but we have negotiated a trade-in price and have a 2008 pricing.

Mr. Cox asked about air cards for cars. Lt. Goldberg said he sees no point in buying eight air cards, we should buy four and transfer them from car to car.

- Public Works (exhibit)

There was brief discussion of naturalization of basins, with Ms. Weniger reporting that Peter Moore is being asked to identify basins and open that are sloped and should be naturalized. . The naturalization is being done in-house and all is done by hand, with the seed being the expensive part.

- truck replacement

Ms. Weniger noted that the Road Master would like to replace the 1984 GMC truck and would like to switch two other trucks to diesel power, rather than gas powered. Ms. Weniger believes we should not replace until we have to. Mr. Thompson and Mr. Cox agree.

- salt shed reconstruction project 2009 - 2010

Ms. Weniger reported that Lorenzo Cuoci, Road Master, believes we can do most of the work in-house and liquid fuels money can be used for the reconstruction. The result would be a salt shed approximately 1/3 bigger than it is now. Mr. Cuoci would like permission to start this project in 2009.

The Board will look to see what the final budget is.

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⇒ Fire Bonus Recommendation for PW Employees (exhibit)

Ms. Weniger is recommending a bonus for employees who serve as volunteer fire fighters and there are currently four employees in public works who volunteer.

**Motion by Mr. Thompson to approve a \$500 bonus for the employees who serve as volunteer firefighters.**

**Second to motion by Mr. Cox.**

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

**Motion passed unanimously.**

⇒ FAC Recommendations for Certificates of Deposit (exhibit)

Ms. Weniger reported recommends putting some of the reserve money for General Operating fund into CD's because the anticipated interest rate from Commerce Bank next year will likely be 1½ to 2%. We have seen CD rates as high as 4% for a year and 3.2% is the low that we have seen for a couple of months for Certificates of Deposit. The Finance Committee suggested taking \$1,000,000 (one million) of the anticipated 1.4 million dollars of reserves and putting that into staggered CDs, as noted in the recommendation memo, dated October 20, 2008.

The Board of Supervisors approve this recommendation.

⇒ Master Casting – Resolution N°. 2008-30

Ms. Weniger reported that this is a resolution regarding PennDOT stating that they will move our storm sewer utilities while they do their projects, they would charge us at the billable rates. Ms. Weniger further reported that we do not own any storm sewer utilities in the state highways, so this is not applicable to the Township Administration.

**Motion by Mr. Thompson to approve Resolution N°. 2008-30 for the Master Casting agreement on behalf of Warwick Township, with PennDOT.**

**Second to motion by Mr. Cox.**

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

**Motion passed unanimously.**

⇒ Bill Payments – October 20, 2008 (exhibit)

General Fund		
Check N°: 1579328 - 15852792	\$	578,781.59
Park & Recreation		
Check N° 473908 through 4772	\$	13,633.13
Capital Projects Fund		
Check N°: 1095 - 1096	\$	1,746.80

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Highway Aid Fund Check N <sup>o</sup> : 2537	\$	7,740.00
Open Space Fund Check N <sup>o</sup> : 364	\$	<u>112.00</u>
Total -	\$	<u>602,013.52</u>

**Motion by Mr. Thompson to approve Bill Payments for October 20, 2008, subject to audit.**

**Second to motion by Mr. Cox.**

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

**Motion passed unanimously.**

⇒ Treasurer's Report - September 2008 (exhibit)

General Fund	\$	4,047,652
Firehouse and Equipment		1,078,551
Road Machinery Fund		225,512
General Obligation / Sinking Fund		934,303
Open Space Fund		121,923
Capital Projects Fund		1,429,284
Highway Aid Fund		120,816
Parks and Recreation		610,421
Capital Reserve		<u>640,379</u>
Total	\$	<u>9,208,841</u>

**Motion by Mr. Thompson to accept the September 2008 Treasurer's Report, prepared by Rose Christie, Finance Director, subject to audit.**

**Second to motion by Mr. Cox.**

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

**Motion passed unanimously.**

■ **ASSISTANT MANAGER:**

⇒ Pucci -- Preliminary (lot 32 Warwick Business Campus) Land Development Application (exhibit)

Ed Murphy, attorney for applicant was present to request preliminary/final approval of this project. Mr. Murphy notes that he has heard there is a PennDOT permit issued. Applicant would like to receive approvals even if approval is conditioned upon the issue whether there will be a building permit.

Mary Eberle, Township Solicitor, explained that she believes we are at the limit and the Board did leave themselves an "out" clause, that if at any he is not proceeding diligently toward obtaining this permit, the Board reserves the right to issue no building permit. The limit is not as important as the fact that he is two years past the contract that he was to have this work done.

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Mr. Thompson asked, about staff comments of August 29, 2008 regarding a street light. Mr. Thompson notes he does not see a lighting plan. Applicant notes the lighting plan is on sheet 9, proposing one at each driveway.

There was brief discussion regarding Highway Occupancy permits and what is required. Mr. Murphy believes the goal is to have PennDOT issue permits as one. Mr. Murphy believes Cornell did replace the culver in cooperation with PennDOT.

Mr. Cox referred to the staff letter regarding the two dumpsters for six units and believes that is inadequate. Applicant will place another dumpster on the other side. Mr. Cox then asked what the units will be heated with and voiced concern that if fuel tanks are required, they would interfere with parking spaces. Applicant notes tanks could be placed behind or on top of the building and would definitely not use parking spaces for those items.

**Motion by Mr. Thompson to grant approval of the Pucci Preliminary Plan, subject to:**

- Staff letter, dated September 8, 2008;
- CKS letter, dated October 10, 2008;
- Staff letter, dated August 29, 2008.

**Second to motion by Mr. Cox.**

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

**Motion passed unanimously.**

■ **SOLICITOR REPORT:**

Mary Eberle, Township Solicitor, reported that the attorney for PennDOT sent copies of the easement agreement for the Moland House trail. Ms. Eberle said that this may be on the agenda for consideration next month.

⇒ Dedication Morrison, Borgeson, Nestle Wood (*tabled 10/06/08*) (exhibit)

Ms. Eberle presented this matter and recommended that the Board can accept dedication of Nestle Wood Way and Wynne Way, noting they are one street with one name and a motion to enter into the maintenance security agreement.

Mr. Thompson said the homeowners asked about the detention basin. Bryan McAdam, Township Engineer, said they are at a point that we can recommend that the Board of Supervisors accept the basin for dedication. Mr. McAdam believes the homeowners' concerns are a matter of aesthetics.

**Motion by Mr. Thompson to accept dedication of Nestle Wood Way and Wynne Way, as presented by the Township Solicitor.**

**Second to motion by Mr. Cox.**

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

**Motion passed unanimously.**

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■ **ENGINEER REPORT:**

⇒ Shanahan Land Development (Stout Drive), Escrow Release N<sup>o</sup> 1 (exhibit)

Bryan McAdam, Township Engineer, presented this Shanahan Land Development escrow release in the amount \$102,400.

**Motion by Mr. Thompson to approve Shanahan Land Development (Stout Drive), Escrow Release N<sup>o</sup> 1, in the amount of \$102,400 (leaving a balance of \$297,131), as presented by the Township Engineer.  
Second to motion by Mr. Cox.**

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

**Motion passed unanimously.**

⇒ Warwick Business Campus – Lot 31 (Locort Land Development) Escrow Release N<sup>o</sup> 1 (exhibit)

Bryan McAdam, Township Engineer, presented this Warwick Business Campus – Lot 31 (Locort Land Development) escrow release in the amount \$105,461.

**Motion by Mr. Thompson to approve Warwick Business Campus – Lot 31 (Locort Land Development) Escrow Release N<sup>o</sup> 1, in the amount of \$105,461 (leaving a balance of \$10,546.10), as presented by the Township Engineer.  
Second to motion by Mr. Cox.**

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

**Motion passed unanimously.**

■ **OLD BUSINESS:** There was no old business this evening.


■ **NEW BUSINESS:** There was no new business this evening.

■ **PUBLIC COMMENT:**

■ **ADJOURNMENT:**

The October 20, 2008, Warwick Township Board of Supervisors' Reorganization meeting was adjourned at 8:25 p.m.

Respectfully submitted,

  
Gail V. Weniger,  
Township Manager/Secretary

These minutes were approved at the  
Board of Supervisors' meeting held: **November 3, 2008**

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