

**WARMINSTER TOWNSHIP BOARD OF SUPERVISORS  
MINUTES OF THE PUBLIC MEETING  
THURSDAY, JULY 10, 2008**

**MEMBERS PRESENT:** Frank Feinberg, Chairman  
Ellen S. Jarvis, Vice Chairman  
Gail E. Johnson, Secretary/Treasurer  
Leo I. Quinn, III

**STAFF PRESENT:** Robert Tate, Township Manager  
Barbara Sultzbach, Assistant Township Manager  
Michael J. Savona, Esq., Township Solicitor  
Craig Kennard, PE, Township Engineer (Gilmore & Associates)  
Thomas Thern, Zoning Officer  
James Krueger, Fire Marshal / L & I Director

**CALL TO ORDER:** The Public Meeting of the Warminster Township Board of Supervisors, held at the Township Building, 401 Gibson Avenue, Warminster, PA, was called to order At 7:00 P.M., by Chairman Frank Feinberg.

The PLEDGE OF ALLEGIANCE was led by Gail Johnson, followed by a moment of silence for our men and women in uniform around the world.

**ANNOUNCEMENTS, COMMUNICATIONS & MINUTES**

- Frank Feinberg asked for the motion to approve the Minutes of June 26, 2008. Ellen Jarvis so moved the motion to approve as amended. Gail Johnson 2<sup>nd</sup> the motion. The vote carried 4-0-1 (Gold not present).

**Note:** Leo Quinn amended the minutes of June 26, 2008 (from page 14 of 22 - Leo Quinn).

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**From:** Earlier I had thanked people for helping out with the skate park and raising money and I forgot to mention the Meeka Homan – The home, family and friends who did a car wash for the skate park and that was part of the money raised. I want to thank them for their efforts.

**To:** Earlier I had thanked people for helping out with the skate park and raising money and I forgot to mention Mika Homyn – The Homyn family and friends who did a car wash for the skate park and that was part of the money raised. I want to thank them for their efforts.

- =====
- Frank Feinberg:
    1. Congressman Patrick Murphy is sponsoring a Foreclosure Prevention Forum on Saturday, July 19<sup>th</sup> from 10:00 A.M. to 4:00 P.M. at the Maple Point Middle School, 2250 Langhorne Yardley Road, Langhorne, PA. Any questions call 215-348-1194 Ext. 13. A Poster with this information will hang in the Township Building.
    2. Welcomes Michael J. Savona, Esq. as a new member of our team as Solicitor for the Township of Warminster (effective 07-01-08).

- Leo Quinn:
  1. The Warminster Recreation/Education Center has been recognized by the 2008 World Karate Union Hall of Fame for our contributions to the martial arts and for our long standing karate programs at the WREC.
  2. Congratulates Warminster Township - The Five Ponds Golf Course driveway has been hooked up to Delmont Avenue. The process started when McGrath Builders wanted to put in the Villas at Five Ponds. Part of the agreement was that they would line up Delmont Avenue with the entrance/exit of the golf course. He wants to thank the other supervisors (Ben Casole - Bob Rosenberger - Rich Luce – Fred Gold) that where on the Board with him at that time and helped work with McGrath. The intersection is going to increase the quality of driving in the Township and it didn't cost the residents one red cent.

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**ANNOUNCEMENTS, COMMUNICATIONS & MINUTES (Cont'd)**

**Leo Quinn (Cont'd)**

**3. The Warminster Skate Park has received its official approval from the Zoning Hearing Board to sell fund raising at the skate park. We have, through the WREC, the ability to put a sign over there. The information will be available on the web site. A brief introduction: To put a sign over there for one year is \$500.00, for two years it is \$800.00 and three years the cost is \$1,000.00. It is limited to forty spots.**

**4. The new stadium at the high school will have its open house next week. There are opportunities to be a sponsor, e.g. buy a brick for \$50.00 or a larger brick for \$100.00. This is a multi-purpose stadium. In the past, the most events we could have there was 58 events (football games, minimal soccer, track & field), now there will be football, soccer, field hockey and Lacrosse. There are 165 events now scheduled and it is projected that the attendance will increase from 25,000 to between 78,000 and 100,000 people. He wishes the Centennial School District luck. For more information (getting your name on the announcers booth, on the track etc.) contact the coordinator for the school district, Bob Schrader 215-441-6000 Ext 3014 or email him at schrro@centennialsd.org.**

<b>FIRST PRESENTATION - Swearing in of Dominic Varacallo – promotion to Lieutenant</b>
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**S. Michael Murphy, Police Chief, is here tonight to promote Sergeant Dominic Varacallo to the rank of Lieutenant. He tells the Board the following information about Dominic:**

- Joined the Warminster Township Police Department in March, 1997.**
- Previously employed as a police officer with SEPTA Transit Police Department.**
- Was promoted to Corporal in September, 2003 and to Sergeant in August 2007.**
- He is a Crime Scene Specialist, a Certified Bike Officer. He is a member and departmental coordinator for the Bucks County Major Incident Response Team.**
- He is a recipient of several commendations for outstanding service and dedication to duty.**
- Received his undergraduate degree in criminal justice from West Chester University and masters in public safety from St. Joseph's University. He is also a recent graduate of Northwestern University, School of Police Staff and Command.**
- Is married to his high school sweetheart, Suzanne and has two children; Brittany and Domenic.**

**Frank Feinberg then administered the oath of promotion. Congratulations were extended to Dominic!**

<b>SECOND PRESENTATION - Department Head Presentation – Six month update</b>
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<b>1. S. Michael Murphy – Police Chief – Mid-Year Summary – Warminster Police Department</b>
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- Is staffed with 47 police officers (4 Command Officers -4 Patrol Sergeants - 2 Investigative Sergeants - 1 Administrative Sergeant - 4 Corporals - 4 Detectives and 28 Patrol Officers).**
- Has 2 police cadets attending the Police Academy and there are three vacancies.**
- Has 6 full time civilian staff members and 7 part-time fill in clerks. During the school year there are also 10 crossing guards.**
- Gets a more accurate number on police activity and is on track to record over 40,000 police responses:**
  - 29,000 – law enforcement related**
    - 17,000 are obligated law enforcement activities**
    - 12,000 are obligated administrative activities (writing reports, roll call training, follow-up investigation etc.)**
  - 11,000 - non obligated activities**
    - Traffic stops not precipitated by a complaint, officer initiated citizen contact, activities you would normally associate with community policing.**

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**SECOND PRESENTATION - Department Head Presentation – Six month update (Cont'd)**

**1. S. Michael Murphy- Police Chief- Mid-Year Summary-Warminster Police Department (Cont'd)**

- Completed the initial law enforcement accreditation process and a positive recommendation has been submitted to the Pennsylvania Chiefs of Police Accreditation Commission.
  - On July, 12<sup>th</sup>, at Lancaster, PA, Chief Murphy will stand before the commission to accept their recommendation for accreditation.
    - Warminster Police Department will be only the second in Bucks County to have received accredited status.
- Has completed transition to the traditional black and white police cars; acquired the last two patrol vehicles and is waiting the delivery of the first of the new in-car cameras which will be installed in ten of the marked patrol vehicles.
- Has completed the upgrading of the mobile computer system with the installation of the last three units in the new patrol vehicles. This was a three year project.
- Technology upgrades are ongoing as needed. All projects are on-target and on-budget.
- Continues to make cosmetic upgrades to the facility in an effort to offer employees adequate work space.
  - After sewage flooded the downstairs, a project to replace all the furniture in the basement work areas (encompassed detectives and records) was completed. This was accomplished with the insurance reimbursements received from Delaware Valley Insurance Trust and donated funds; no tax dollars were used.
  - Painted several areas using Public Works employees and volunteer officers.
- Personnel costs are under budget. Recently promoted a corporal and a lieutenant. This gives us unity, command and patrol. We should see positive results from this in that OIC (officer in charge) pay should be reduced in the future.

In closing, we are still attempting to hire three officers for the unfilled budgeted patrol positions. We recently administered a PT (physical training-fitness) assessment and interviews are scheduled for next week. Two positions were filled earlier this year and those cadets are attending the Police Academy; 60% of their salary will be reimbursed by the Municipal Police Training Commission. Our insurance costs are slightly higher than anticipated but our medical insurance costs are down from 2007. Our OT (over-time) costs are on budget and overall we are on target to be on budget with approximately 40% of our allocated resources utilized in the first five months of the year.

In response to various questions, Chief Murphy makes the following comments:

- We are on budget with fuel costs but we are looking at alternatives to reduce fuel costs.
- Bike Patrols
  - 17 police officers are certified for bike patrol and six bikes are available to them.
  - Bike patrols are operating when manpower permits.
  - They are used for auxiliary patrols that we provide in the Heights and for specialized anti-crime details.
- Crime calls
  - A lot evolves around quality of life issues, domestic type disturbances; inter family communications problems that overflow into disputes are one of the larger numbers.
  - We handle a significant number of drug arrests and public drunkenness arrest as well.
  - We have seen recently a slight upswing in residential burglaries. We have had thirteen in a short period of time in a somewhat concentrated area of the township. We have an investigative and proactive patrol plan in place to address that.
  - We had some issues with car break-ins; some at the golf course. That's not an unusual occurrence.

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**SECOND PRESENTATION - Department Head Presentation – Six month update (Cont'd)**

**2. James Krueger, Fire Marshal / L & I Director**

**Fire Marshal's Office – to date:**

- Has conducted 348 annual fire inspections out of 790 that are projected for the year.
- There were 93 operational permits issued for those businesses that have hazardous materials within their confines out of 190 issued each year.
- Is approximately at 54% of revenues for the first six months of the projected salary and benefit cost.
- The fees that are charged are the fees that pay the salary, benefits and operating costs of the code enforcement section.
- Received two Ford Escape's (expected 20-22 miles per gallon). Will be replacing two Crown Victoria's with 105+ that were averaging between 10-12 miles per gallon.
- Took another Crown Victoria off the line and reinstated a 1994 Ford Explorer with less than 60,000 miles. A savings has been seen in the fuel bills.
- The three inspectors hired (Fire Marshals Division) for code enforcement is now crossed trained. The cross training allows us to have the fire inspectors do the property maintenance code (L& I Department) inspections at the same time they are visiting the property.
- Tomorrow morning, FM Global and Factory Mutual will be presenting a check for \$2,500.00 to the code enforcement department of the Fire Marshals Division; this is for tools for fire prevention, fire tracking and electronic enforcement tools (budgeted but will use grant money).

**In response to various questions, Jim Krueger makes the following comments:**

- During the course of the day (8AM to 4PM), the three persons hired are supplementing the fire service for both the Hartsville Fire Department and the Warminster Fire Department.
- More than 60% of the calls for the fire service are between 6:00 A.M. and 6:00 P.M. This year alone there have been approximately 70 to 80 calls.
- In the middle 90's, when my boss and I were doing inspections, we didn't have the ability to charge nor could we do the 790 inspections. When I became full time Fire Marshal, even with a hired Deputy Fire Marshal we still couldn't do the full Township; it was still a cost to the taxpayers. With the new fee schedule, which will be reviewed again towards the end of the year, we believe that we are going to recover all our costs for the code enforcement section of the fire marshals office.
- Calls to the Fire Department
  - The majority of calls are due to faulty and false activations of alarm and detection systems.
  - Some minor house fires.
  - Several rescue calls.

**Our people are there to help and assist with all types of calls that come in during the day.**

**Licenses and Inspections – to date:**

- Revenue neutral department – Fees and permits are collected – placed in General Fund. Operating costs are taken out of the General Fund.
- The fee schedule is reviewed (July) and adjusted for need on a yearly basis. The last adjustment was July 14, 2007.
- The projected budget is based upon assumptions, e.g. developers come into Township and are able to build within a period of time. The soft market has hurt our budget, but, we are on target for most of the budget.
- Zoning (budget is down – cases are down) – revenue neutral department that flows through the L & I budget and revenue stream. Zoning is a cost recovery.

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**SECOND PRESENTATION - Department Head Presentation – Six month update (Cont'd)**

**2. James Krueger, Fire Marshal / L & I Director**

**Licenses and Inspections – to date: (Cont'd)**

- **Planning - when coming before the Planning Commission escrows are placed on those coming to develop, asking for developing, waivers etc. Through the development phases the escrows are maintained so that they always stay at whatever the Board of Supervisors, the township engineer and the legal staff has indicated is needed to cover legal, engineering and plan review process costs.**
- **Use and Occupancy – budget is slightly under – soft market – There is not the frequency of people moving and selling their homes.**
- **There are projects that should have started by now and have not, e.g. Anne Choice (neighborhood 4) and Christ Home.**
- **For each item of revenue projected the cost is adjusted accordingly. On the building end, revenue is down slightly. We project we won't see the money budgeted.**
- **Presently, Keystone provides us 2 full-time inspectors and 2 part-time inspectors. Sometime in August we expect to be caught up from the year 2007; at that time (to keep the staff low) we will shift some responsibilities to the Fire Marshals Division because they are Certified Plan Reviewers and Certified Building Inspectors. That decision was made back in 2000 when we adopted Act 45 - the Uniformed Construction Code for the community.**
  - **We were in a building boom - we did not have the qualified people.**
  - **We looked to an outside source**
  - **We knew someday the bottom would drop – didn't want to build a staff.**
  - **We wanted the flexibility of asking our contractor to supply us with X number.**
  - **Keystone was the contractor that bid and has been with us since 2001.**
- **The department does not use any tax revenue. The fees for licenses, inspections, use & occupancy, etc are collected throughout the year.**
- **We can stay well under budget or within budget for the coming year. The two major factors will be fuel costs and all vehicle trip reductions.**

**3. Joe Alvare', CGCS – General Manager – Five Ponds Golf Course**

**Joe Alvare' has been in the golf business for over 16 years. He started working with Warminster Township in March of 2000. He is now in the ninth golf season at the Five Ponds Golf Course.**

- **He is a Certified Golf Course Superintendent and a Class A member of the Golf Course Superintendent's Association of America.**
- **He is a licensed Pesticide Applicator by the state of PA Department of Agriculture.**
- **He has a Bachelor of Science Degree in Agricultural Business Management and a Certificate in Turf Grass Management Technical Program both from Penn State University.**

**Joe Alvare' tells the Board since golf is a seasonal business it is premature now to report the performance status of the golf course verses that which is budgeted. He explains as follows:**

- **The golf seasons starts in April. ...as of the end of June we are 50% the way through the calendar year. As of the end of May....41% through the calendar year**
- **In the golf business, the end of June marks only 3/8 or roughly 1/3 of the golf season. The end of May it is only about 1/4 way through. As a result of this seasonal difference, revenues will lag behind expenses for the first half of the year.**
- **Weather is an influence in golf course management. This year's weather started out with a mild winter, a wet early spring and it has since been dry. Year to date rainfall in down two (2) inches verses average rain fall.**

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**SECOND PRESENTATION - Department Head Presentation – Six month update (Cont'd)**

**3. Joe Alvare', CGCS – General Manager – Five Ponds Golf Course**

**OVERALL STATUS OF THE GOLF COURSE**

- **Rounds for this year are even or slightly down from last year. Golf revenues are up slightly.**
- **Restaurant revenues through June have increased roughly 25% from last year.**
- **The golf course is in great shape despite recent disease pressure with the environment.**
- **We have an extremely high customer satisfaction level. We get very few complaints from our patrons.**

**Gary Deetscreek - Golf Pro**

- **He has been in the golfing business for over 20 years. He has been at Five Ponds Golf Course since 2006.**
- **He is a current PGA professional and has the golf operations here running better than ever.**
- **He runs outings, leagues, gives lessons and runs junior clinics**
- **He runs the Pro Shop that supports the golfer needs.**

**Eliezer Rodriguez, Jr., - Golf Course Superintendent**

- **He has been in the golfing business for about 17 years.**
- **He achieved his Turf Grass Management Certificate from Rutgers University,**
- **He is a Superintendent member of GCSAA.**
- **He is steadily improving the environmental impact of our maintenance practices. We are located in the transition zone and environmental conditions make it necessary for us to spray plant protectants.**
  - **Fertilizes with organic fertilizer which we buy in bulk and store in a silo.**
  - **A nutrient is used which is labeled for use by the EPA for disease control in the close cut turf.**
  - **Water is provided at no cost by the Warminster Municipal Authority.**
- **He has created more non-mow areas which define the outer edges of the golf holes by connecting the high grasses that provides cover for small mammals, saves gas and reduces mowing. He is making a real positive impact.**

**Debra Caucci – Restaurant Manager**

- **She came to Five Ponds Golf Course Restaurant in 2004.**
- **She has well over 20 years experience as a Chef; her expertise comes from the catering side of the restaurant business.**
- **Her busy schedule includes serving daily food, golf outings, and banquets; she has now introduced offsite catering.**

**ROUNDS**

- **As of 6/30/08 total rounds of 18,728 are down 110. As of 6/30/07 total rounds were 18,838.**
- **Although 2008 May & June rounds were down from 2007 May & June, this drop was actually the return to a normal May & June volume.**

**REVENUES**

- **Golf year to date revenues were up over \$28,000.00. This was mostly due to the \$2.00 increase in cart rate. 2008 - \$873,520.00 verses 2007 - \$845,187.00.**
- **Restaurant year to date adjusted total revenues were up over \$57,000.00 (a 33% increase). 2008 - \$229,788.00 verses 2007- \$172,057.00.**

**PERSONNEL**

- **Sixty employees (14 full-time, 14 part-time and 32 seasonal) verses fifty-six employees last year. Thirty out of thirty-two seasonal workers work 20 hours or less. Our seasonal personnel expenses are right in line with their budgets.**

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**SECOND PRESENTATION - Department Head Presentation – Six month update (Cont'd)**

**3. Joe Alvare', CGCS – General Manager – Five Ponds Golf Course**

**LABOR EXPENSE - Labor Expense (41% of the year being complete):**

- Seasonal Pro Shop has used 25% of the budget.
- Seasonal Restaurant expended 31% of the budget.
- Golf Course seasonal labor has used 39% of the budget and full-time payroll expenses are right in line with the budget.

**OTHER**

**Total Expenses including Debt Service Payments - 37% expended at 41% of the way through the year. Debt Service Payment - 30% expended at 41% of the way through the year.**

**PROJECTS AND CAPITAL IMPROVEMENTS**

- The front entrance driveway and the street lights.
- There are plans to build a storage barn behind the existing maintenance facility. By July 16<sup>th</sup> (per Gilmore Associates) the bid packages will have been returned and opened.
- Capital Improvements has been lacking over the last few years aside from a few minor improvements and capital equipment purchases.
  - Five Ponds, since the Club House was built, has taken on not only the financial responsibility of the Club House loan but also the principle and interest on the Links Management Judgment and the interest on the bond refund as of 2004.
  - We are currently budgeted to pay over \$485,000 in debt service payments alone.
- As the debt burden is reduced, we will be able to adequately address golf course capital improvements.

**NET OPERATING INCOME is between \$300,000.00 (off year) and \$700,000.00 (good year).**

**In response to the questions regarding the Pro Shop inventory, Joe Alvare' makes the following comments:**

- A plan is developed not only for this year but for next year as well. There will be fewer lines carried and fewer selections.
- An inventory level (presently 122,000) down to \$50,000.00 is expected for the end of the year.
- Although more was spent than was budgeted for the pro shop, it is inventory. I am looking for increased revenues verses corresponding with the budget at the end of the year.

**4. Karen Whitney – Director – Parks & Recreation**

**The Parks & Recreation Department is a separate fund that supports the administration, operations and maintenance of Warminster Township's Parks & Recreation Programs; all of our facilities, over 420 acres parks and open space. Revenue for the fund is generated through several sources with just over 40% being realized from our Real Estate taxes and the remainder which is almost \$900,000.00 being generated by interest, programs and user fees, facility rentals, grants, fund raising and miscellaneous revenues such as grant match and donations.**

**PERSONNEL**

- Have a full-time staff of 8 (4 administrative personnel & 4 members of our park crew); year round the staff is supplemented by 20 part-time employees and over 40-60 contractors and volunteers (working annual programs).
- During the summer staff swells to another 55-60 people, who are seasonal, working in our summer activities.
- Employees and equipment are shared with the Public Works Department regularly. More can be accomplished both in the parks and on the roads.

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**SECOND PRESENTATION - Department Head Presentation – Six month update (Cont'd)**

**4. Karen Whitney – Director – Parks & Recreation**

**BUDGET REVENUE**

- As of May 31, 2008, an overall 61% of Revenues are in place even though spending is only 30% of Budget. 88% of Tax Revenues are in. Investment Interest is on tract because of a healthy Fund balance.

**RENTALS**

- 2008 rentals are higher than last year. This is due to increases in our lease agreements and park rentals.

**GRANTS**

- Received 25% of the \$100,000.00 from the Department of Conservation and Natural Resources (DCNR). Until written state approval is received this money cannot be spent.
- Last week we received the 2008 PA Council on the Arts Grant for \$2,000.00.

**REVENUES**

- Budgeted bus trip fees are down. Buses raised their prices due to fuel cost.
- Program fees are slightly higher this time of year – reflects the minor increases.
- Revenues such as Fund Raising and Donations are on track. No impact fees were received from Franklin because of the building slowdown.
- Overall Revenues are up \$36,000.00 from where they were last year at this time.
  - Although recreations seasonal spending has a couple of months to go it is expected that it will stay right in line with the budget
- The parks are on track with the exception of an overage (due to an accident) in the vehicle maintenance line item.
  - The money will be reimbursed by the insurance company.
- To date there is not a dramatic increase in fuel costs. The summer programs requiring fuel usages have just started.

**CAPITAL PROJECTS:**

- The Board had been provided a Capital Project listing that indicated which have been completed and which are still being worked on.
- Bids are being worked on now.

**PROGRAMS:**

- Summer camp programs. Revenues at this time are exactly the same as last year. It is projected that an increase in revenues will be seen from the second half programs.
- Sports, Arts and Science Camps are all going. Camp Weewancha (ages 3-5, Mon, Wed, & Fri) has a couple of spaces left.
- Swimming lessons for the first half sold out and the second half we consolidated one of our classes to reduce the time we were using the pool and those classes are now 90% full.

**EVENTS:**

- Special Events coming up are: Children's Theatre (end of July), Summer Concerts (Wednesday's in August), Heaviest Tomato Contest (August), Golf Scramble (October) and Pumpkin-Chuck & Touch a Truck (November).
- Currently this is a transitional year with sponsorship. P&R asks that businesses interested in sponsoring special activities or events call the department.

**FALL RECREATION DIRECTORY**

- Preparation for the Fall Recreation Directory for September to December has begun. Any information to be placed in the Directory must be received by August 1, 2008.

**ON LINE**

- On line registration is in the testing phase right now. Target is September.

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**SECOND PRESENTATION - Department Head Presentation – Six month update (Cont'd)**

**4. Karen Whitney – Director – Parks & Recreation**

**THE PARK BOARD – A core group of park, recreation, and conservation Board members**

- **The Park Board members are moving forward with the incorporation of the Friends of the Parks Group.**
  - **Once this incorporation is complete, they will be seeking projects and volunteers to assist the friends organizations looking for monies not available for municipal governments but may be available to non-profit organization**
- **The Park Board is currently reviewing outdated ordinances (back to 1976) and policies within the department. This will be brought before the Board when done.**

**OPEN SPACE**

- **In Open Space – the construction of the Christ Home Rain Garden Area has begun over on Norristown Road**
- **The Bucks County Open Space Coordinator has reviewed the possible Open Space Sites in Warminster with me and Frank Feinberg.**
  - **An update to the Comprehensive Park Recreation Open Space Plan must be done by 2010 in order to have access to the County Grant Funding.**
  - **The Township will be eligible for \$727,858.00 that must be spent on choice of open space parcels, by 2014.**

**LOG COLLEGE – The color coding for the tennis court is completed. People are again using it.**

**PARKS - There was a lot of tree damage in the parks this year.**

- **Munro Park - the second phase; the skate equipment will be delivered next week.**
  - **A community build is schedule for Friday, July 25<sup>th</sup> from 10:00 A.M. to 2:00P.M. Lunch will be supplied by P&R.**
  - **Volunteers are requested to bring allen and regular wrenches for use in putting all the equipment together.**
  - **This equipment was made possible through the generous donation of the Warminster Rotary Club and the matching funds from the P&R Department.**
- **Warminster Community Park**
  - **The P&R Department submitted the Annual Biennial Report and we are going to be featured as a success story with the Department of Interior.**
  - **The anechoic chamber is still under negotiation with Penn State University for a concessionary agreement.**
  - **A private developer wants to build another soccer field at the park. The basic plans were reviewed by Gilmore Associates and are at the Bucks County Conservation District.**
  - **A local Eagle Scout candidate Rich Hillier has raised a portion of the funds to purchase a fitness trail for the park.**
    - **With the assistance of Public Works and the parks crew this project is going to be installed the weekend of July 26<sup>th</sup> and July 27th.**
  - **Warminster Community Park has lots of grass lands. Grass lands have been developed in that area; one of the few remaining in the County.**
  - **A bird education project at this site is being worked on. Details will be brought to the Board at a later date.**
- **The PA Game Commission has been out to visit Warminster's parks.**

**CONTRACTS:**

- **The three year contracts for Mowing and Fertilization are completed the end of 2008.**
  - **In order to have numbers for the 2009 Budget – we will be looking for proposals in late October.**

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**SECOND PRESENTATION - Department Head Presentation – Six month update (Cont'd)**

**4. Karen Whitney – Director – Parks & Recreation**

**WREC CENTER:**

- A piece of play apparatus was replaced. (50% match).
- Gym floor was totally striped, lined and refinished. The first time in twenty years.
- A key fob security system was installed in the upper day care wing. (Grant money).
- Boiler and Heating Systems: The gigantic dual brick boilers in the 1964 building needs to be pointed. P&R will be using the Worth Company.
  - We will be able to get a recommendation for 5-10 year boiler maintenance plan.
  - The plan will delineate which pieces of the boiler project can be done in-house verses having to have a contractor come in.
- Roof - The specifications for the roof repair have been completed. We have to decide to what extent the roof is going to be repaired.
  - A problem only exists when snow/ice builds up in certain areas.
- The Board of Supervisors has been notified that the Intermediate Unit will be vacating about 6 classrooms by September.
  - Letters were sent to all the current tenants to see if they want to have the space. If they do not then it will be opened up to the public.
  - The lease for each tenant includes a 4% increase for each year plus an additional utility fee.

**P&R DEPARTMENT**

- Regarding the ADA Agreement, we are in the 7<sup>th</sup> year of the 10 year agreement with that program. By working with Public Works, much of the work was completed in house. There are still several other items remaining to be addressed. Waivers and Dispensations were requested. As coordinator for the agreement, I placed calls to the Department of Justice regularly and emailed them back and forth; they always responded with very positive comments; however, in five years they haven't given a formal reply to any of our reports; we have never received any formal written information.
- Looking at cell tower placement.
- Community communications comes mostly through the P&R Department.  
Updating: Cable TV – Township Website – LED Sign. Larry DerHagopian addresses cell phone issues and computer problems as needed.
- Kathy McDonough, Assistant Director –
  - Works on Community Development Projects for the Township. She keeps track of all the different road projects and activities that come through the County's Community Development Program.
- Road Beautification Program for 2000: Working with builders, developers and residents we have done three projects.
  - 1) Corner of Henry Avenue & York Road – Welcome to Warminster sign. Done with funding from Bucks Beautiful & private donations.
  - 2) Corner of York Road & Street Road (Cutler's corner) - LED Sign. Done from Bucks Beautiful and donations from David Cutler's Group.
  - 3) Corner of County Line Road & York Road – Bucks Beautiful Money and additional donations from the private sector.
  - 4) Corner of Norristown Road & Street Road (near Pep Boys)- done by a couple of landscapers.

**Note: The corners worked on first where owned by the municipality. If any resident has a corner that is of distinction as you move in and out of the township, please get in touch with the P&R Department maybe we can work out something with the Warminster 2000 Road Beautification Program.**

**WARMINSTER TOWNSHIP BOARD OF SUPERVISORS  
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**SECOND PRESENTATION - Department Head Presentation – Six month update (Cont'd)**

**4. Karen Whitney – Director – Parks & Recreation**

**WATER SHEDS (2) – Warminster Township - Pennypack Creek & Little Neshaminy Creek**

- As part of the water shed program, Little Neshaminy Creek just completed their rivers project.
- Now, we are trying to work with the Pennypack water shed.

**WARMINSTER DAYS** will be Thursday September 4<sup>th</sup> to Saturday September 6<sup>th</sup> at the Warminster Community Park. Community day will be Saturday, September 6<sup>th</sup>. All non-profit community organizations are invited to come and participate for free. They just need to bring their own tents, tables and chairs. Go to the Warminster Website ([www.warminsterdays.org](http://www.warminsterdays.org)), where you can download forms to get involved: volunteers, sponsorship, community day, the flea market.

In response to the questions asked, Karen Whitney makes the following comments:

- We try to make sure that all of our programs pay for themselves. We have programs like our mix and match aerobics program where we have six or seven programs. If one class doesn't run and the other is packed we just pile them all together to make sure the whole program pays for itself.
- The Fencing Program is a nice program for us. It gives us a little different offering than a lot of other community recreation programs. All we really do for the money that we make is just take registrations (we pay them - we get a portion of the proceeds).
- We also have a Kayaking Program out of Peace Valley Park. Cooperative programming with the County allows us to have access to resources we wouldn't usually have because we don't have a lake in Warminster.
- When Chris Kern, Open Space Coordinator came to Warminster, she, Mr. Feinberg and I just drove around the township and looked at all of the potential parcels that were listed within the scope of open space that were approved by the County. We are now looking at other parcels. The issue with the County is that it is strictly land. There are some restrictions once you use it. It is just like what we found out with the space at Christ Home – it needs to be used for open space.

**5. George "Buddy" Mullen – Director of Public Works**

- We are well within the budget for 2008. A mild winter allowed us to take the snow operations money and move it into the Road Department. This has allowed us to get further along with the road efforts.
- ADA regulations changed this year. We are putting in 96-98 handicapped ramps verse 30-40 previously. A regular four-way intersection requires 8 (2 at each corner) handicap ramps. Previously 4 were required. The requirements have resulted in:
  - Design difficulties, more time needed and more costly (needs a lot of liquid fuel).
- Phase I is done.
- Behind Public Works on Bristol Road, we have the handicap ramps done. It will be milled in 2 weeks and milled & paved in 3 weeks.
- The 16<sup>th</sup> of July we have 10 other roads out for milling, paving and ADA work. Five out of the ten don't have sidewalks (they will be milled and paved first).
- Phase III – we will have more roads come out with community development money and liquid fuels together – that has ADA work to be done.
- If all falls in place as expected this year, we will have paved 21 roads. This would mark the first year that many were done.
- Traffic Signal department is on tract. We are preparing to stripe the roads.

**WARMINSTER TOWNSHIP BOARD OF SUPERVISORS  
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**SECOND PRESENTATION - Department Head Presentation – Six month update (Cont'd)**

**6. Ginnie Gehring –Finance Director**

- The audit for 2007 is complete and will be reported on later this evening by our audit firm.
- The auditing firm of LarsonAllen has made several suggestions, which we have already implemented, to tighten and strengthen the controls in the finance department.
- The General Fund (Administration-Finance-Police-L & I-Public Works) as of the May's Financial Statements is at 39% of revenues budgeted and at 37% of expenditures budgeted.
- The June Statement will be completed at the end of next week for your review and approval...
- Going forward, the Finance Department is going to be looking into new accounting software.
  - We need to update our software to improve financial reporting with more concise information.
- The Finance Department
  - One (1) full-time working Finance Director – 1 part-time bookkeeper.
  - Three days a month I have an outside accounting firm come in to help complete the monthly financial statement.
  - I am also looking into hiring another part-time bookkeeper to cover afternoon hours and fill in for vacation and sick time. I hope to have this new hire on board by the middle of September.
- The Administration Department
  - The Township Manager, the Assistant Township Manager, an Administrative Assistant and a Risk Manager.

In my capacity as Finance Director, my goal has not changed since I accepted this position almost 12 years ago. I will try to keep expenses down and continue to maintain a balance and secure budget.

**Frank Feinberg mentions:**

- This year and going forward, the Department Heads will do a presentation as to where they are at a given point and where they see they are going to be by the end of the year.
- This year and going forward we are going to do a presentation on the goals and objectives for the Township. In preparation it necessitates:
  - Getting together to write a comprehensive plan to include what we want to do today, tomorrow and five years down the road.
  - A plan we will use prior to starting the budget process. The only way to do a proper budget process is to have a plan; to know what you are trying to accomplish.
- The information collected in the comprehensive plan will allow us to budget over a longer period of time with more expensive projects. It places us in a pro active mode verses reactive.
- Starting in August we will have put together the goal and objectives for the Township to be shared with everyone.

**THIRD PRESENTATION - Audit Presentation – LarsenAllen, LLP**

LarsenAllen's first time audit of the Township of Warminster (FYE 12/31/07) was done by the company's auditing team:

- Bruce Braunewell, Principle (LarsenAllen),
- Mike Pallazzo (manager in charge - engagement) and
- Kristen Bucci (senior in charge - engagement).

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**THIRD PRESENTATION – Audit Presentation – LarsenAllen, LLP (Cont'd)**

**Bruce Braunewell:**

- The 2007 Audited Financial Statements have been released. There are growing pains working with management and the Board but things went very well this our first year.
- In addition, to the audited Financial Statements, two letters addressed to the Board were issued:
  - 1) Boiler Plate Letter – describes our responsibilities under generally accepted accounting principles.
  - 2) Other letter – refers to any suggestion or recommendation that we had during the year. We do understand that a lot of those recommendations are already being implemented.

**Mike Pallazzo:**

The 2007 Financial Statements we are presenting tonight have been reviewed by management and by the Audit and Finance Committee of the Township. In a meeting with everybody, we hammered out the questions and concerns; accordingly changes were made. The individuals reviewed and approved the 2007 Audited Financial Statements.

Highlights of a few key areas to the 2007 Financial Statements are as follows:

1. Independent Auditors Report (pg 1) – This is the one section of the Financial Statements that does belong to us as the Auditors. Everything else belongs to the Township. In this report we do give an unqualified opinion which is the highest opinion we can give. Essentially that means we are not aware of any material misstatements in the financials. Everything we have looked at says these are materially stated.

2. Townships Statement of Net Assets (pg 14) – The biggest impact of the 2007 Financial Statements was the implementation of recording Infra Structure. There was a governmental auditing standard that came out a few years ago that required the Township to begin recording Infra Structure, beginning in the year 2007. As part of that process the Township had to go out and get an Actuarial Evaluation of the Townships Infra Structure and that is represented in the 2007 Financial Statements. It's a significant number. The Infra Structure recorded this year is 49 million...

3. Townships Un-Restricted Net Assets (pg 14) – At the end of 2007 the Township has 3.5 Million Un-Restricted Net Assets. We usually like to see a Township maintain somewhere between two months and three months worth of expenditures in their net assets and the Township was right in that line at year end. They have done a good job throughout the year maintaining a good balance in their net assets.

4. GASB 45 – Governmental Accounting Standard Board (new this year) - we added a little disclosure (note 13) - A governmental standard 45 which will affect next year's financial statements. The reason we included it and disclosed it this year is because it could have a material impact on next years financials. What GASB 45 is it changes the way that the Township is required to record other Post Retirement Employee Benefits. The Township does have some of those and in the past they have always been recorded on a year by year basis. GASB 45 just states that you have to project going forward and record a liability for that....

5. In 2007 the Township acquired a new debt, a note for \$119,000.00.

6. GASB 34 - Note 14 in the Financial Statements fully describes the GASB 34 impact and it shows how the Infra Structure was recorded in the current year.

In response to the questions asked, Mike Pallazzo makes the following comments:

- An example of Infra Structure is roads & bridges. The biggest thing the Township has is roads. In the past governmental accounting never required you to record that as a fixed asset. This new GASB 34 says you now have to record roads and going forward any new roads will be added to that infra structure. It includes just improvements.
- He suggests that the Township prepare to have an Actuarial Evaluation done because most likely it will be required.

Note: It was expressed by Mr. Johnson and Mr. Fienberg that Larsen/Allen did a very good job.

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**FOURTH PRESENTATION – Bristol & Mearns Roads Project Presentation**

John Vanluvanec, Esq. is here this evening representing his client Cornell Industrial Construction (Scott A. Cornell) regarding the development of a Warwick Township project and with him is Dean Carr from McMahon Associates, Traffic Engineers for the project.

The following information was provided:

- As a condition of the Warwick Township (Warwick Business Campus) project, the Warwick Township Board of Supervisors required a commitment to improvements to the Mearns and Bristol Roads intersection.
- The intersection improvements includes improvement to the traffic signal and it involves a culvert replacement under Bristol Road. PennDot has determined that the culvert replacement under Bristol Rd is an emergency situation and they think it is extremely dangerous and would like to start this project as early as July 25, 2008.

The following requests were stated:

- In 1979 & 1980 Warminster took dedication – rights of way in connection with two developments on the Warminster side of the Mearns & Bristol Roads intersection. These rights of way are necessary to implement the proposed improvements. The specific request is that Warminster cooperate with PennDot to facilitate these improvements. PennDot needs evidence that Warminster will cooperate.
- Warminster Township maintains the signal at the Mearns & Bristol Roads intersection and for that reason PennDot requests a letter from Warminster Township indicating the signal plans have been reviewed and the township is willing to agree to have those signal modification made.

The following is an overview of the limits of the work that is being proposed with the project as provided by Dean Carr:

- At the intersection at Bristol & Mearns it is proposed to install separate left turn lanes in each of the legs of the intersection.
- The culvert – PennDot proposed replacement was going to be in-kind replacement. They were going to take out the existing corrugated metal pipes and put new ones back.
- The culvert – We are proposing to come back with reinforced concrete pipes. We worked it out with the Department of Environmental Protection (DEP) to extend the culvert to help facilitate the proposed improvements needed for the left turn lanes.
- The proposed amount of improvements: Bristol Road -1700 ft. and Mearns Road -2500 ft.
- On the Warwick side of Bristol Road we tried to realign Mearns Rd to help better align the travel lanes through that intersection.
- As you come (on Bristol Rd) in the westerly direction – area heading toward the culvert itself – the two large pipes will be replaced as part of the culvert.
- The existing head walls that exist for the culvert are just stone and mortar and have been there for a long time. We have been working in a cooperative effort to provide upgraded head walls that will also have wing walls which will help to channel the flows better through the culvert. All these have been worked out with DEP and PennDot.
- The majority of the widening is on the Warminster side because of the rights of way that existed there, were available.

**WARMINSTER TOWNSHIP BOARD OF SUPERVISORS  
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**FOURTH PRESENTATION - Bristol & Mearns Roads Project Presentation (Cont'd)**

The following information was brought forth through discussions:

- In the eastern leg there is a hump in the road. To let motorist know they are approaching that as they come to the hill, it is being proposed that there will be an advance warning sign for a red signal ahead.
- On the Warminster side of Mearns Road there is sufficient pavement so no land will be taken from the homeowners. We are going to just re-stripe the road to provide the new lanes. We will mill and overlay the entire roadway and provide the new pavement markings to facilitate the left turn.
- There is no public money being paid. It is all private improvements both for the signal and the intersection improvements.
- Along the Bristol roadside curbing is proposed. We will be adding storm water facilities and the inlets to capture water and will direct it to the culvert.
- We are going to widen and provide left turn lanes on each of the legs of the intersection (Bristol & Mearns) and you have the transition back to match the existing roadway.
- Along Bristol Road the majority of land needed for the widening is coming from the Warminster side. The two previous developments east and west of Mearns Road has a previous rights of way that was dedicated as part of their sub-divisions to Warminster Township for future highway improvements. On the Warminster side, the majority of these homes sit further back from the road so there is less of an impact to their frontage. To go on the other side, we would have had a much greater impact to the adjacent properties.
- Because of the necessity to do the proposed improvements, a rights of way was acquired from the Kirchner's and also acquired were all the rights of way in Warwick Township that were not municipally owned.
- Warwick Township is also agreeing to dedicate rights of way that are required to facilitate this project.
- The public benefit from this intersection improvements is going to be shared not only by Warminster Township and Warwick Township but all the people in Bucks County that use that as a major commuting route.
- The current design for the culvert is obviously for the roadway. There will not be sufficient enough width to try to put sidewalk across the culvert as it is being constructed and proposed at this time.
- We have had projects, what we call a cantilever structure, where you actually design and attach the cantilever structure to the head wall and bring sidewalk across that way. Another option would be to have a separate pedestrian bridge that would be a stand alone structure.

**Craig Kennard, PE:**

- At some point if the Township wants a sidewalk they will need to do a separate pedestrian bridge or something attached to that culvert and wing walls.
- We have to review the signal permit plans.
- I do have a draft letter. I will be processing that after the meeting tonight if given direction by the Board.
- Tied to that issue are: crosswalks, handicap ramps, ADA issues, planning for the future for the sidewalks. I would hate to see us work on all that and not be able to put in the rest of the sidewalks at a future date.
- The comment I have is that before we recommend that the manager sign the letter to PennDot, we will issue a letter to the manager that we have received and reviewed the plans.
- We need to do a review and work with Public Works on the signal design to make sure it meets your current signal specifications. That has not been done. We will issue that letter as well as working with public works.

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**FOURTH PRESENTATION - Bristol & Mearns Roads Project Presentation (Cont'd)**

The Solicitors (Michael J. Savona, Esq.) question regarding provisions being made for the establishment of an escrow agreement to cover the Townships costs in reviewing plans and making recommendations, to PennDot resulted in the understanding that the applicant had no objection.

**Ellen Jarvis:** I would like to make a motion that we agree to dedicate the rights of way to this road to PennDot subject to review by the Solicitor and Engineer and the establishment of an appropriate escrow. Leo Quinn 2<sup>nd</sup> the motion. The vote carried 4-0-1(Gold not present).

**John Vanlavanaugh, Esq.:** Does that include the cooperation in respect to the signal plans along the line that Craig requested? The dedication of the rights of way is one issue the signal was essentially a separate issue.

**Craig Kennard:** The signal – we will do a review – there are some technical issues – we will work with Dean Carr directly on that to expedite the process and then once we are satisfied with the technical issue the Township will issue a letter to PennDot saying we will accept the signal.

**John Vanlavanaugh, Esq.:** My point was that the motion addresses the rights of way. I think, in order to move ahead as Craig Kennard directed, we probably need a second motion.

**Michael J. Savona, Esq.:** I would recommend the Board propose a motion subject to the engineer's approval to approve the signalization plan proposed by the applicant subject to the engineers review & approval and subject to the established escrow amount of \$12,000.00 to cover the fees of the review.

Leo Quinn made the motion to approve the signal plan based on the recommended wording by the solicitor. Gail Johnson 2<sup>nd</sup> the motion. The vote carried 4-0-1 (Gold not present).

**SUPERVISOR'S COMMENTS**

**Frank Feinberg:**

- **Employee Benefit Policies**
  - Bob Tate had Tim (Noel) compile the policy information into a manual.
  - The manual was sent to the firm of Curtin & Heefner, Dave Truelove our Labor Attorney. We asked for a cost estimate and time frame for putting together an employee comprehensive package.
  - In Response, the firm estimates it will take 50-60 hours to create. It will also include developing other policies. Estimated cost \$5,000.00 to \$6,000.00.
  - I am suggesting that this item be put on the agenda for next meeting for action.

**Gail Johnson to Bob Tate:** I want to make sure we are complying with the motion made a year ago to buy 20% of our Energy from Native Energy.

**Bob Tate:** Patty (Chapman) has been working on getting it set up between PECO and Native Energy. We will see an additional premium in our future bills.

**Ellen Jarvis:**

- I just wanted to report that I had a very productive meeting with the Communications Advisory Committee Board earlier this week.
- I wanted to thank Mr. Joe Murphy who is CEO of TELEVUE which provides our government access channel service here for the Township both Channel 22 and Channel 45.

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**SUPERVISOR'S COMMENTS (Cont'd)**

Ellen Jarvis: (Cont'd)

- The existing contract that has been submitted by TELEVUE was perhaps prematurely signed without our review. I wanted to ask two things:
  1. To authorize to have the contract reviewed by our Solicitor.
  2. To have the opportunity for the Communications Advisory Committee to be making some recommendations to the Board of Supervisors going forward with a contract in the year ahead
- Perhaps we could put that on our next agenda. In the meantime, I could get a copy of that contract to the Solicitor and also some input from the committee to the Solicitor for incorporation into that contract.

**TREASURER'S REPORT**

<b>CHECK LIST FOR PERIOD ENDING JULY 10, 2008</b>	
<b>Prepays - \$139,696.48</b>	
General Fund	\$ 233,990.59
Park & Recreation Fund	38,068.79
Storm Water Management Fund	9,594.69
Sanitation Fund	289,749.33
Golf Fund	89,613.37
Highway Traffic Cap. Improvement Fund	3,024.07
Highway Aid	10,367.99
Legal & Engineering Escrows Fund	36,200.74
Payroll Date June 26, 2008	<u>282,392.77</u>
Grand Total	<u>\$ 993,002.34</u> =====

Gail Johnson, Secretary/Treasurer, made a motion to approve the Check List (each board member has a copy) for, 2008. The motion was 2<sup>nd</sup> by Leo Quinn. The vote carried 4-0-1 (Gold not present).

Ellen Jarvis: There were significant improvements on the check list in terms of detail. It takes a lot of work to add the type of detail that has been put in by our the financial staff and I want to thank them.

**OLD BUSINESS**

**1. Codification Proposal – Bob Tate**

- Asking for approval from the Board to have the codification of our ordinances updated.
- This has not been done since 2002 and at that time it was done in print format.
- This year we are looking to update not only in print form but also in an electronic version.
  - This allows all our ordinances to be categorized and cataloged by category.
  - It will be searchable through the internet website and available to all of us.
- One of the services provided is that the company also does an editorial analysis of all of our ordinances and compares ordinances against recent state legislation.
- The company will make recommendations if they see any ordinances that need to be changed or updated.
- This is something that will greatly benefit the Township and our residents.

**WARMINSTER TOWNSHIP BOARD OF SUPERVISORS  
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**OLD BUSINESS (Cont'd)**

**1. Codification Proposal – Bob Tate**

The following information was brought forth through discussions:

- Codification is not a budgeted item for 2008. Where can we afford to do this?
  - 1) We can find other line items that are expected to come in under budget.
  - 2) We can make a budget amendment to provide a sufficient budget to pay for this.
- General Code Publishers is the proposed company to do codification at a cost of \$16,700. Their time line allows that part of the project will fall in 2008 and part will fall in 2009. We do have two years to budget for this.
- Our Solicitor, having worked with General Code in other municipalities, said that they are the best at what they do. He gave a favorable overview.
- Codification – a professional service – is not required to be publicly bid.

Leo Quinn made the motion to approve the codification proposal. Gail Johnson 2<sup>nd</sup> the motion. The vote carried 3-0-2 (Gold not present – Feinberg left meeting)

**2. Authorization to Advertise TOD Ordinance**

Michael J. Savona, Esq.: The Ordinance before you is the Transit Oriented Development Ordinance that you had a presentation on at your last meeting. Since that time I did have the opportunity to meet with Mr. Murphy and his clients in my office last week to get up to speed on the terms and conditions that were contained in the Ordinance. Based on my meeting with them, they agreed to make changes and revisions and to provide us with some additional back up and documentation. I am satisfied that they have made all of the adjustments. At this point, it would be appropriate for the Board to move forward with the Transit Oriented Development Amendment and to authorize the advertisement of the Ordinance. The Ordinance would then be referred to the Warminster Township Planning Commission as well as the Bucks County Planning Commission in accordance with the Municipal Planning Code (MPC). They would be performing their review and comment by providing you a written report. The Ordinance would then come back to you not less than thirty days from now for a public hearing so, you can consider the actual adoption of the Ordinance or Revisions depending upon the Planning Commissions comments. In the event the Board wishes to move forward, I recommend, the motion to authorize the advertisement of the Ordinance. We will get the MPC procedures to adopt the Zoning Ordinance Amendment started tomorrow.

Gail Johnson made the motion to authorize the advertisement of the TOD Ordinance. Ellen Jarvis 2<sup>nd</sup> the motion. The vote carried 3-0-2 (Gold not present – Feinberg left meeting).

NOTE: Mr. Savona will take care of the advertising. The earliest this matter will come back to the Board would be September. The MPC requires we give the Planning Commissions a least 30 days to do their reviews.

Michael J. Savona, Esq.: I ask the Board for authorization to determine and require an escrow from Petrucci as a part of this process. The legal advertising cost for a Zoning Ordinance Amendment is going to be substantial. ....

Gail Johnson made the motion to establish an escrow for J.F. Petrucci in the amount of \$10,000.00 to cover fees for legal, engineering, etc. for this project. Leo Quinn 2<sup>nd</sup> the motion. The vote carried 3-0-2 (Gold not present – Feinberg left meeting).

**WARMINSTER TOWNSHIP BOARD OF SUPERVISORS  
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**OLD BUSINESS (Cont'd)**

**2. Authorization to Advertise TOD Ordinance**

**Craig Kennard, PE:** We should include a motion or a clue reference that we comment on this as well. I would like to see those comments addressed before it is advertised; that way, there are fewer changes as we move forward.

**Michael J. Savona, Esq.:** There is no time requirement that we have to act on this. The Zoning Ordinance Amendment is purely discretionary. So you can act on it at your leisure. In most communities I encourage the Board, if there are issues that your Engineer is unhappy with or the Planning Commission has concerns with, let those be vented in the Planning Process. Let them go to the Planning Commission and work through those issues for as long as it takes and the Board can certainly be involved in that while it's in the Planning Commission. By the time it does come here for a Public Hearing, we are not going to be tinkering with it. It will have been worked through and the kinks are out and everything is ready to be adopted.

**Craig Kennard, PE:** Clarification – Authorization to advertise - Are you going to advertise the current Ordinance in their packet?

**Michael J. Savona, Esq.:** No. Authorization to advertise lets me start the process. I am not going to advertise this – it will go to the Planning Commission. I assume changes will be made between now and then. It won't be until after I receive final comments from the Planning Commissions that I would consider advertising the Ordinance.

**Tom Thern:** We do have some Legal and Engineering escrow available. I don't know the exact amount. It is the Sketch Plan Escrow.

**Michael J. Savona, Esq.:** I would think an escrow separate from the Sketch Plan Escrow, one just to cover the Rezoning request, is probably appropriate. Most Municipalities require a fee somewhere around \$5,000.00 to \$10,000.00 to do an escrow for a zoning change because of the cost that is involved.

**3. Legal & Engineering Escrow Releases**

**a. Franklin Corp Center Lot #7 in the amount of \$2,363.62**

**Leo Quinn made the motion for the escrow release of \$2,363.62 for Franklin Corp Center Lot #7. Gail Johnson 2<sup>nd</sup> the motion. The vote carried 3-0-2 (Gold not present – Feinberg left meeting)**

**b. Hartsville Professional Village in the amount of \$50,474.11**

**Leo Quinn so moved the motion for the escrow release of \$50,474.11 for Hartsville Professional Village. Gail Johnson 2<sup>nd</sup> the motion. The vote carried 3-0-2 (Gold not present – Feinberg left meeting)**

**4. Log College Historic Marker Request**

**Gail Johnson so moved the motion that Log College Historic Marker be installed at York Road & Tennyson Drive by Warminster Township. Leo Quinn 2<sup>nd</sup> the motion. The vote carried 3-0-2 (Gold not present – Feinberg left meeting).**

**Leo Quinn:** Commends the Millbrook Society for their fine work.

**WARMINSTER TOWNSHIP BOARD OF SUPERVISORS  
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**OLD BUSINESS (Cont'd)**

- 5. Approval of Payment to G & M Enterprises for Woodland Road Storm Sewer Project in the amount of \$10,987.20**

<p><b>Gail Johnson so moved the motion for the approval of payment to G &amp; M Enterprises for Woodland Road Storm Sewer Project in the amount of \$10,987.20. Leo Quinn 2<sup>nd</sup> the motion. The vote carried 3-0-2 (Gold not present – Feinberg left meeting).</b></p>
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**PUBLIC COMMENT**

**Florence Fox – Warminster**

- **Has information that might be helpful to the Tri-Centennial Committee**
- **Showed picture of underground tunnel – slaves**
- **Has information on certain graves – cannot publicly reveal the location**
- **According to the memoirs of John Lacey, two farm houses stood at the cross roads of York Road. One was Craven Hall. The other farm house burned to the ground in '82 or '83. It was once own by the Lexington's and later owned by James Craven. She has a picture of this house.**

**Ellen Jarvis: In the interest of time and I know your collection is considerable, I have invited you to attend our Tri-Centennial Executive Committee meeting. The committee will be established relatively soon. I would love to meet with you separately and see all the pictures you have and perhaps make copies. Thank you for bringing in the pictures. I will be in touch with you within the next week or so.**

**Florence Fox – Warminster**

- **There is a house on (329) Maple Avenue. Would the Township please do something about it? It is disgusting. It has trash and stuff all over. It is just awful.**

**Tom Thern: We are having a meeting with the new Solicitor on Wednesday and will proceed from there.**

**Michael McNany – 530 8<sup>th</sup> Avenue**

- **I was here two weeks ago and brought to your attention issues that were not taken care of.**
- **I am wondering if anything is being done. I was expecting a phone call but I have not heard anything.**
- **This is in reference to the property at 240 N. York Road - It is the TOCC Motorcycle Shop.**

**Tom Thern:**

- **When Mike was here last week Bob & I were both on vacation. Prior to that we were setting up a meeting with Steve the owner to come here for a meeting. We'll get back to you, Mike.**

**SUPERVISOR'S COMMENTS**

**Leo Quinn: The entrance to Five Ponds Golf Course, it is a work in progress. We now have roads lined up. The residents recognize that over time we will have further improvements there. The old road will be taken up and we will have a nice new sign. The final lay of the road will be done when McGrath completes Phase II. It will be a little rough for a year or so but in the end it will be beautiful.**

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**SUPERVISOR'S COMMENTS (Cont'd)**

**Ellen Jarvis:** Coming down Delmont Avenue from the Villas at Five Ponds, I noted that Street Road is a higher swale which prevents the drivers from seeing the blinking turn signal of the oncoming traffic from the Golf Course. I was wondering if we should have a sign, even a temporary sign on the traffic light standard above saying "caution oncoming traffic". A lot of people are use to making their left turns without anything coming at them. This is new.

**Craig Kennard, PE:**

- That signal got caught in the ADA requirements – they are actually ripping out some handicap ramps and sidewalks to meet current standards. They had to amend the signal plan and go through PennDot; but, they wanted to open up the driveway and get that going.
- The road does sit a little lower; I will ask Mr. Tate to contact Pennoni to see if anything can be added to that intersection, possibly temporarily because it is a new alignment.
- Phase II – dirt work has started - there is a meeting tomorrow at my office with the developer, L & I, and Mr. Tate.
- Moving forward you will see more activity on Phase II.

**Leo Quinn:** Do we have impact fees in our contract for Phase II?

**Bob Tate:** There is correspondence where it is referred to but it did not make it into the final Financial Security Agreement or Improvement Agreement which the Board has not yet seen.

**Michael J. Savona, Esq.:** There are many things that are still a work in progress with respect to Five Ponds Phase II. I will also be at that meeting tomorrow morning at 8:00 A.M. to wrap up some of these loose ends.

**Ellen Jarvis:** There have been questions in the past as to whether we've seen final plans. I understand that the Mylar's are signed.

**Craig Kennard.** The plans are here. The deadline is past as to when they can be recorded and Tom is aware of that. That will be addressed before it can be recorded. I actually received some construction drawings today as promised. We have some loose ends to tie up. I would like to keep the agreement and plans moving along and get them prepared to start construction as soon as everybody is comfortable.

**AGENDA FOR THURSDAY, JULY 24, 2008**

- Presentation by our accountant Linda Major
- Communications Advisory Committee reviewing the contracts
- Decision on the Policy and Procedure Manuals
- Minor sub-division plan from Magliari
- Tentative Zoning Amendment for the 1500 feet rule – the Ordinance
- Resolution – to solve deficiency in records retention policy
- Resolution – to update right to know procedures

**INDIVIDUAL ACTION ITEM**

**Bob Tate**

- At the suggestion of Mr. Kennard, contact Pennoni to see if anything can be added to the intersection at Five Ponds Golf Course. The road on Delmont side sits lower.

**MEETING ADJOURNED AT 9:35 P.M.**