

**WARWICK TOWNSHIP**  
Board of Supervisors' Public Meeting Minutes  
**January 7, 2019**

Members Present: Judith A. Algeo, Esq.  
John W. Cox  
Edward P. Thompson

Others Present: Kyle Seckinger, Township Manager

■ **TEMPORARY CHAIR:**

Mr. Cox nominated Ms. Algeo as temporary Chair, Mr. Thompson seconded.

■ **CALL TO ORDER:**

The Warwick Township Board of Supervisors' January 7, 2019 public meeting, held at Warwick Township Administration Office, 1733 Township Greene, Jamison, PA., was called to order at 7:00 p.m., by Judith Algeo, temporary Chair, who then led attendees in the pledge of allegiance.

■ **EXECUTIVE SESSION**

The Board met in executive session to discuss matters of personnel and real estate.

■ **ANNOUNCEMENTS:**

The next Board of Supervisors meeting will be Monday, January 21<sup>st</sup>, 2019.

■ **REORGANIZATION:**

⇒ Nomination/Appointment of Chair/Vice Chairperson –  
Mr. Thompson nominated Judith Algeo to serve as Chair.  
Mr. Cox seconded.

Motion passed unanimously.

Mr. Thompson nominated Mr. Cox as Vice Chairman.

Ms. Algeo seconded.

Motion passed unanimously.

⇒ **Appointments**

Motion by Mr. Cox to approve the reorganization appointments:

	2019	TERM
<b>ELECTED OFFICIALS</b>		
Chairperson	Judith A. Algeo, Esq.	(1 yr.)
Vice Chairperson	John W. Cox	(1 yr.)
<b>APPOINTED STAFF/PROFESSIONAL POSITIONS/MANAGEMENT POSITIONS</b>		
Township Manager/Secretary/ Treasurer/Public Info. Officer/ DVHIT/ DVWCT/ DVIT Representative/Act 32 Rep. alternate / Right to Know Officer	Kyle W. Seckinger, MPA	(1 yr.)
Act 32 Representative/Finance & Benefits Director	Becki Wilhelm	(1 yr.)
Planning and Zoning Director/Deputy Zoning Officer	Brandy Mckeever, BCO, CZO	(1 yr.)
Floodplain Manager/ Zoning Officer/Code Enforcement Officer	Ashley Casey, CZO	(1 yr.)
Building Inspection/Code Enforcement Officer/BCO	Keystone Municipal Services	(1 yr.)
Chief of Police	Chief Mark Goldberg	(1 yr.)
Emergency Management Coordinator/Police Dept. Right to Know Officer	Chief Mark Goldberg	(1 yr.)
Deputy Emergency Management Coordinator	Kyle W. Seckinger, MPA	(1 yr.)
Fire Marshal	Edward A. Pfeiffer	(1 yr.)
Township Engineer	Michele A. Fountain, PE, - CKS Engineers	(1 yr.)
Special Counsel - Labor Attorney	Ryan J. Cassidy, Esq. - Eckert Seamans	(1 yr.)
Township Solicitor	Mary Eberle, Esq. - Grim, Biehn & Thatcher	(1 yr.)
Township Actuary	Conrad Siegel	(1 yr.)
Township Auditor	Bee & Bergvall Assoc.	(1 yr.)
Duty Tow	Gredone's Towing Service	(1 yr.)
Judith Abstained	Glenn's Towing	(1 yr.)
<b>COMMISSIONS / BOARDS (volunteer)</b>		
<b>Police Pension Board</b>	BOS Chairperson	(1 yr.)
	Barry Szamboti	(1 yr.)
	Chester Davis	(1 yr.)
	Kyle W. Seckinger	(1 yr.)
<b>Emergency Communications Committee</b>	Donna Littrell	(1 yr.)
	Barbara Weidner	(1 yr.)
	Elaine Fltt	(1 yr.)
	Al Sigafos	(1 yr.)

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	Michael Italia	(1 yr.)
	Barry Luroe	(1 yr.)
	Christopher Kotch	(1 yr.)
	Michael Gecht	(1 yr.)
	Heidi Chen	(1 yr.)
	Frank Fiorentino	(1 yr.)
<i>Staff Liaison - Kyle Seckinger</i>		
<b>Financial Advisory Committee</b>	Chester Davis	(1 yr.)
	Paul Hunzeker	(1 yr.)
	Jon Fioarvanti	(1 yr.)
	William Sebald	(1 yr.)
	Edward Dixon	(1 yr.)
<i>Alternate</i>	<i>Vacant</i>	(1 yr.)
<i>Staff Liaison - Becki Wilhelm</i>		
<b>Tree Committee</b>	Frank Jarrett	(1 yr.)
	Joe Volk	(1 yr.)
	Greg Mester	(1 yr.)
<i>Staff Liaison - Dan Sharapan</i>		
<b>Parks &amp; Recreation Board</b>	Chris Goldrick	(3 yr.)
	Donna Littrell	(3 yr.)
<i>Staff Liaison - Dan Sharapan</i>		
<b>Planning Commission</b>	Kiel Sigafoos	(4 yr.)
	Michael Riotto	(4 yr.)
<i>Staff Liaison - Brandy Mckeever</i>		
<b>Ad Hoc Comprehensive Plan Committee</b>	Kiel Sigafoos	(1 yr.)
	Kevin Madden	(1 yr.)
	Michael Italia	(1 yr.)
	Edward Thompson	(1 yr.)
	Chad Dixson	(1 yr.)
<i>Staff Liaison - Brandy Mckeever</i>		
<b>UCC/IPMC Appeals Board</b>	Robert Pierce	(1 yr.)
	Mark Eisold	(1 yr.)
	George Kiriakidi	(1 yr.)
<i>Staff Liaison - Brandy Mckeever</i>		
<b>Vacancy Board Chairman</b>	Joe Thiroway	(1 yr.)
<b>Water and Sewer Authority</b>	Paul Stavrides	(5 yrs.)
<b>Zoning Hearing Board</b>	Lorraine Sciuto-Ballasy	(3 yr.)

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<b>Zoning Hearing Board Alternate</b>	Joe Thirway	(1 yr.)
<i>Staff Liaison - Ashley Casey</i>		
<b>Delegate to the PA State Assoc. of Township Supervisors (PSATS) 2019 Annual Convention</b>	BOS Chairperson	1 yr.
<b>Supervisor as Liaison</b>	<b>Recommended for 2019</b>	
Administration	Judith Algeo, Esq.	1 yr.
Emergency Services	Edward Thompson	1 yr.
Financial Advisory	John Cox	1 yr.
Parks and Recreation Board	Edward Thompson	1 yr.
Planning Commission	John Cox	1 yr.
Police Department	Judith Algeo, Esq.	1 yr.
Public Works Department	John Cox	1 yr.
Water and Sewer Authority	Edward Thompson	1 yr.
<b>RESOLUTIONS</b>		
Treasurer's Bond	Res. 2019-01	\$3,000,000
Zoning Hearing Board Compensation	Res. 2019-02	\$30.00/hearing/member
Set Non-Union Employees's Holidays	Res. 2019-03	
Set Public Meeting Schedule	Res. 2019-04	
Depositories	Res. 2019-05	First National Bank of Newtown
		TD Bank
		TD Ameritrade
		Huntingdon Valley Bank
		PLIGIT
Fee Schedule	Res. 2019-06	
Set Non-Union Salary Increases	Res. 2019-07	
Set Salary Ranges	Res. 2019-08	
Appoint TCC Delegates	Res. 2019-09	
Set Professional Fees	Res. 2019-10	

Mr. Thompson seconded the motion to approve the Reorganization Appointments.

**Ms. Algeo asked if there were any comments, with none being offered, the vote was called and passed unanimously.**

⇒ Resolution 2019-01 Set bond – For Approval

**Mr. Cox made a motion to approve Resolution 2019-01 to set the Treasurer's Bond.**

**Mr. Thompson seconded the motion.**

**Ms. Algeo asked if there were any comments, with none being offered, the vote was called and passed unanimously.**

⇒ Resolution 2019-02 Set ZHB salary – For Approval

**Mr. Cox made a motion to approve Resolution 2019-02 to set ZHB Salary.**

**Mr. Thompson seconded the motion.**

**Ms. Algeo asked if there were any comments, with none being offered, the vote was called and passed unanimously.**

⇒ Resolution 2019-03 Set Holidays – For Approval

**Mr. Cox made a motion to approve Resolution 2019-03 setting the Holidays for 2019.**

**Mr. Thompson seconded the motion.**

**Ms. Algeo asked if there were any comments, with none being offered, the vote was called and passed unanimously.**

⇒ Resolution 2019-04 Set Meeting Schedules – For Approval

**Mr. Cox made a motion to approve Resolution 2019-04 setting the meeting schedules for 2019.**

**Mr. Thompson seconded the motion.**

**Ms. Algeo asked if there were any comments, with none being offered, the vote was called and passed unanimously.**

⇒ Resolution 2019-05 Set Depositories – For Approval

**Mr. Cox made a motion to approve Resolution 2019-05 setting the depositories.**

**Mr. Thompson seconded the motion.**

**Ms. Algeo asked if there were any comments, with none being offered, the vote was called and passed unanimously.**

⇒ Resolution 2019-06 Set Fee Schedule – For Approval

Mr. Thompson asked what is deducted from the ZHB escrow and what is returned to the applicant. Mr. Seckinger stated that the escrow covers the costs of the stenographer, the advertisement in the Intel, and the required mailings. Generally, the applicant receives a partial refund on the escrow, but the amount differs from each application.

**Mr. Cox made a motion to approve Resolution 2019-06 setting the 2019 fee schedule.**

**Mr. Thompson seconded the motion.**

**Ms. Algeo asked if there were any comments, with none being offered, the vote was called and passed unanimously.**

**Mr. Cox made a motion to approve Resolution 2019-08 setting salary ranges for non-contractual employees.**

**Mr. Thompson seconded the motion.**

**Ms. Algeo asked if there were any comments, with none being offered, the vote was called and passed unanimously.**

⇒ Resolution 2019-09 Appoint TCC delegates - For Approval

**Mr. Cox made a motion to approve Resolution 2019-09 appointing the TCC Delegates.**

**Mr. Thompson seconded the motion.**

**Ms. Algeo asked if there were any comments, with none being offered, the vote was called and passed unanimously.**

⇒ Resolution 2019-10 Set Professional Consultant Fees – For Approval

**Mr. Cox made a motion to approve Resolution 2019-10 setting professional fees.**

**Mr. Thompson seconded the motion.**

**Ms. Algeo asked if there were any comments, with none being offered, the vote was called and passed unanimously.**

■ **PUBLIC COMMENT:**

None.

■ **ADJOURNMENT:**

The January 7, 2019, Warwick Township Board of Supervisors' public meeting was adjourned at 7:12 p.m.

Respectfully submitted,

  
Kyle W. Seckinger,  
Township Manager/Secretary

These minutes were approved at the  
Board of Supervisors' meeting held: 1-29-19