

Warrington



Township

852 EASTON ROAD, WARRINGTON, PA 18976
215-343-9350 ■ FAX 215-343-5944
www.warringtontownship.org

BOARD OF SUPERVISORS
JOHN R. PAUL, Chairperson
GERALD B. ANDERSON, Vice Chairperson
MARIANNE ACHENBACH, Secretary
MICHAEL W. LAMOND, JR. Asst Secretary
PAUL H. PLOTNICK, Member

TOWNSHIP MANAGER
TIMOTHY J. TIEPERMAN

September 27, 2011

MANAGERS REPORT

Consent Items

- a. Veterans Affairs Committee Resolution – War Monument Qualifications Criteria
- b. Debt Management Policy (Recommended by Finance Committee)

General Updates

- a. Irene and Lee Flood Updates
- b. Victory Gardens Updates
- c. Bucks County Storm water Amendments
- d. Conditional Use Application Filings
- e. 2012 Budget Update

CONSENT ITEM "A"

RESOLUTION 2011-R-_____

A RESOLUTION OF THE WARRINGTON TOWNSHIP BOARD OF SUPERVISORS ESTABLISHING A VETERANS' WAR MEMORIAL, LOCATED AT IGOE, PORTER, WELLINGS MEMORIAL FIELD AT 3095 BRADLEY ROAD AND FOR THE PURPOSE OF ESTABLISHING THE CRITERIA FOR INCLUSION OF VETERAN'S NAMES ON SAID MONUMENT.

WHEREAS, the Board of Supervisors of Warrington Township wishes to honor all Warrington Township military veterans who served our country in a war zone, conflict zone or military action during the time of conflict and those who were victims of terrorist attacks on US soil.

WHEREAS, the Board of Supervisors of Warrington Township wishes to establish a procedure and criteria for consideration and inclusion of Veteran's name on the memorial.

NOW, THEREFORE, the Board of Supervisors of Warrington Township, Bucks County, Pennsylvania hereby approves the following procedure and criteria for a name's inclusion on the Warrington Township Veterans War Memorial:

APPLICATION SUBMISSION:

- Anyone may make application representing themselves or others.
- Applications can be obtained in person or by writing to Warrington Township, 852 Easton Road, Warrington, PA 18976 or obtained on line at the Township's Web Site @ <http://www.warringtontownship.org/>
- The township approved application form will outline any limitations pertaining to requested name inscription and content.
- Completed forms along with supporting documentation shall be submitted to the Warrington Township Veteran Memorial, 852 Easton Road, Warrington, PA 18976

I. CRITERIA:

- Criteria for inclusion on the memorial is a Form DD 214, or equivalent, stating that the Veteran has served in one of the United States Armed Forces, was Honorably Discharged and served our country in a Campaign or Expedition for which a campaign medal has been authorized by the DOD. Any Armed Forces Expeditionary medal or campaign badge, including but not limited to El Salvador, Lebanon, Grenada, Panama, Somalia, Southwest Asia, Bosnia, Yugoslavia and Haiti or future campaigns or be a victim of terrorist attacks on USA soil and the applicant must have maintained residency in Warrington Township for a period not less than ten years. ***NOTE: Guard and Reserve active duty for training purposes does not qualify.***

O r

- The nominee is a victim of a terrorist attack on USA soil

A n d

- The nominee has maintained a residence in Warrington Township for not less than 10 years.

II. REVIEW AND APPROVAL OF APPLICATION:

- The Warrington Township Board of Supervisors or their designee will review all applications for completeness and adherence to criteria requirements.

- Incomplete applications will be held until the applicant provides the required additional information. The applicant will be notified of any additional information needed to complete the decision process.
- Upon final review of the application and a determination by the Township Board of Supervisors or their designee, the applicant will be notified in writing of the decision.

III. ADDITION OF APPROVED NAMES TO THE MEMORIAL:

- Approved name entries will not be added until a significant number can be completed together.
- An application may be held until other names are submitted.

RESOLVED this _____ day of _____, 2011.

BOARD OF SUPERVISORS OF WARRINGTON TOWNSHIP

ATTEST:

Timothy J. Tieperman
Township Manager

John R. Paul, Chairperson

Gerald B. Anderson, Vice-Chairperson

Marianne Achenbach, Secretary

Michael W. Lamond, Jr. Asst. Secretary

Paul H. Plotnick, Member

CONSENT ITEM "B"

Warrington



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BOARD OF SUPERVISORS
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TOWNSHIP MANAGER
TIMOTHY J. TIEPERMAN

September 6, 2011,

MEMO TO: BOARD OF SUPERVISORS
ATTN: TIMOTHY J. TIEPERMAN, TOWNSHIP MANAGER

FROM: BARRY P. LUBER, CHIEF FINANCIAL OFFICER *BPL*

RE: WARRINGTON TOWNSHIP DEBT MANAGEMENT POLICY

For your consideration at the upcoming Board of Supervisor's meeting, I am enclosed a proposed Debt Management Policy for the Board's use in helping it decide when to issue debt and how the debt should be structured. A major benefit of having a strong debt policy relates directly to the Township's credit rating. An adopted policy, properly followed, may help enhance our bond ratings with the bond rating agencies, which could mean lower interest rates on any debt issued.

Although the policy covers many criteria for how and when to issue debt, the primary emphasis of the policy is to indicate that debt financing will only be used for capital improvement projects and major equipment purchases and not for operational expenditures. This is important because daily expenditures should not be financed with long term debt, but with current revenue sources. If long-term debt were used to finance current operations, this could have long-term negative effects as to the township's ability to pass a balanced budget without obligating future boards to spend money on assets which the township no longer has or benefits from.

A second important component of the policy indicates that the township will attempt to match the useful life of the asset or project completed with the term of the debt financing and that the repayment schedule will be level debt service payments to minimize the significant changes from year to year in overall debt repayments.

This policy was reviewed by Public Financial Management, Inc., the township's bond advisor on the last debt issue and comments made were incorporated into this policy.

WARRINGTON TOWNSHIP POLICY #2 DEBT MANAGEMENT POLICY

DEBT

The Township's Debt Management Policy statement sets forth guidelines for the financing of capital expenditures of the Township. It is the objective of the policy that (1) the Township obtains financing only when absolutely necessary, (2) the process for identifying the timing and the amount of debt financing be as efficient and open as possible, and (3) the most favorable interest rates and other related costs be obtained.

Debt financing is permitted to be issued or incurred under Commonwealth of Pennsylvania laws and shall only be used to purchase capital assets that will not be acquired from current resources. The payout schedule of any debt the Township issues shall not exceed the useful life of the asset or project; this allows for a close match between those who benefit from the asset and those who pay for it.

To enhance creditworthiness and prudent financial management, the Township is committed to capital project planning, intergovernmental cooperation and coordination, and long term financial planning. Evidence of this commitment to capital planning will be demonstrated through the adoption and periodic review of the Capital Reserve Funds (Water and Sewer, Fire, Park and Recreation and Capital Reserve Fund) and a cash flow analysis of these funds.

The Township Board of Supervisors reserves the right to amend this policy or waive any of its guidelines in order to address fiscal requirements and/or market conditions.

1. Use of Debt Financing

- a. Debt financing will not be used for any recurring purpose such as current operations or maintenance expenditures.
- b. The Township will invest bond or loan proceeds in investment instruments in accordance with the Second Class Township Code, designed to match the expected cash flow needs of the capital projects. Adherence to the requirements on arbitrage shall be followed including the federal spend down requirements.
- c. The Township will use debt financing only for one-time capital improvement projects and major equipment purchases under the following circumstances:
 - i. The project's useful life, or the projected useful life of the equipment, will be no less than ten years and, in aggregate, be equal to or exceed the term of the financing;
 - ii. There is anticipated to be revenue sufficient to service the debt, whether from anticipated annual revenue from the General Fund, Water and Sewer Fund, or other approved sources.

2. Structure and Term of Debt Financing

- a. Debt will be issued and structured to match projected capital cash flow needs, minimize the impact upon future budgetary revenue needs, and maintain a relatively rapid payment of principal.
- b. The Township will utilize borrowing terms of 20 years or less.
- c. General Obligation bonds will be the typical mode of long term debt financing, but bank loan or bond pool financing will be considered.
- d. Competitive sales of bonds will be generally preferred, depending upon market conditions.
- e. Bond issues will be structured to generally seek level debt service schedules so as to minimize significant changes from year to year in overall debt repayments.
- f. The typical structure of bonds will result in level or declining principal and interest (combined) payments over the term of the debt. There shall be no "balloon" payments due at the end of the term for long term debt.
- g. The Township will not use or issue interest rate derivatives or swap instruments.
- h. Principal payments will typically commence the calendar/fiscal year following the issuance of the bonds.
- i. The Township will be mindful of the potential benefits (from lower interest rates) of issuing "bank-qualified" bonds, and will pursue such benefits when practical.
- j. The Township will typically seek fixed rate financings, especially in times of stable credit markets, however, from time to time, variable rate financing will be considered.
- k. Call provisions will typically be included in new money bond issues. The call provisions will range between 5 year and 10 years.
- l. The Township will be mindful of its non-electoral debt limitations established by State law and endeavor to operate well within such limits at all times.
- m. The Township will seek to refund/refinance (current and/or advanced) its prior bond issues if favorable market conditions exist. A goal of achieving overall net present value savings of at least 3% will be a guiding benchmark.
- n. The sizing of any debt borrowing of the Township will be made after taking into consideration the probable timing and sizing of future borrowings so as to properly plan for future estimated capital cash flow needs.

3. Credit Ratings

- a. The Township recognizes the significant value of its bond credit ratings and will endeavor to protect this credit rating in all of its debt, budgetary and financial management undertakings.
- b. The Township will take all practical precautions to avoid any financial decision which will negatively impact its credit rating on existing or future debt issues.
- c. The Township will generally employ the external services of an independent financial advisor and bond counsel to assist in the preparation of any debt offerings
- d. The Township Manager and Chief Financial Officer (with the assistance of the Financial Advisor) shall be responsible for maintaining relationships with the rating agencies that assign ratings to the Township's debt. This effort will include representing the Township in meetings with and presentations to the rating agencies in conjunction with the Township's existing debt management program and any new debt issuance. The Township Manager and/or the Chief Financial Officer shall report to the Board of Supervisors on a monthly basis any communications with rating agencies that may affect the Township's credit rating.
- e. The Township will disclose all material facts relating to the Township in its Official Statements accompanying debt issuances, taking into account the guidance on disclosure recommended by the Government Accounting Standards Board (GASB), the National Federation of Municipal Analysts, and Generally Accepted Accounting Principles (GAAP).

4. Communication regarding Debt Management

- a. Good communication with bond credit rating agencies shall be maintained, and a policy of full and timely disclosure on every financial report and bond prospectus shall be followed.
- b. Forecasts of future debt issuance plans will be disclosed in all Official Statements and Township budgets.

5. The Township will comply with all ongoing "Continuing Disclosure" requirements.

GENERAL UPDATES “A”

GENERAL UPDATES “B”

**EMAIL UPDATES
FROM VICTORY GARDENS' COUNSEL REGARDING PROGRESS REPORT**

The following are some email responses that I've received from Victory Gardens' counsel, responding to my request for a progress report on Victory Gardens' traffic improvement plans associated with its composting operations along Pickertown Road. I plan to share these and other updates under Manager's Report at the September 27, 2001 Board of Supervisors Meeting.



Timothy J. Tieperman
Township Manager

09/21/2011

"... it was my understanding that the Supervisors wanted us to take the time to develop the various approaches and were not looking to have us back until we were finished. I understood that meant we did not have to come back for progress reports. That being said, our engineers have received the information from Carroll Engineering as to which intersections to review and have received data concerning the Pickertown/Folly Rd intersection. Our engineers are performing their work and study of those intersections and we will report back once that work is completed. As to a time frame for that, I think it could be another 45-60 days until we can report back with findings...."

09/23/2011

"...Our engineers have obtained the data from Carroll Engineering and are studying the various intersections about which we spoke. The Board indicated we should take our time on this and come back when we had some definitive suggestions. I anticipate that will be in early to mid November. We are looking at all the possible ingress and egress avenues and the intersections that will be impacted. We are determining if the truck movements can make the turns at each of those intersections. We will be back to you when we have some answers. As indicated, I believe that will be in early November..."

09/23/2011 (regarding ongoing noise complaints at VG's 611 business)

" [Regarding the] Rte 611 property. Mr. Butler has retained a sound engineer. He will be doing monitoring shortly... probably next week. He has been unable to get started because of his vacation and now the rain we have had. He cannot monitor during rain events....I think we should have a report by the first supervisors meeting in October."

GENERAL UPDATES “C”

Barbara Livrone

From: Dick Wieland [DWIELAND@carrollengineering.com]
Sent: Monday, September 19, 2011 10:28 AM
To: Barbara Livrone; John Paul; Gerald B. Anderson; Marianne.Achenbach; Michael Lamond; Paul Plotnick; Timothy Tieperman; Roy Rieder; Fred Achenbach
Subject: RE: Emailing: 9.1.11 BCPC Exempt.Workshop.pdf

Everyone,

In case you didn't have the time to read the BCPC letter, it says that all increases in impervious area below 1000 sq. ft. do not need to submit a plan for review, nor do they need to comply with either the peak rate control or volume control requirements of the ordinance. This is a change in that previously anything from 0-1000 sq. ft. was required to comply with the volume control requirements. The volume control requirement is basically that the increase in total runoff from a 2 year storm must be contained on the site and infiltrated. This deals with total runoff volume and not a rate of release, so it's a new requirement in addition to the previous release rate requirements we've dealt with in the past.

This has already been approved by DEP, and the seminar on Sept. 22 is to explain the change. Warrington will need to adopt an ordinance revision for its Stormwater Ordinance for the Neshaminy Creek Watershed (Act 167) which I will prepare and coordinate with Bill Casey.

Any questions, please let me know.

Dick

-----Original Message-----

From: Barbara Livrone [mailto:blivrone@wtwsd.org]
Sent: Thursday, September 15, 2011 4:09 PM
To: John Paul; Gerald B. Anderson; Marianne.Achenbach; Michael Lamond; Paul Plotnick; Timothy Tieperman; Roy Rieder; Dick Wieland; Fred Achenbach
Subject: Emailing: 9.1.11 BCPC Exempt.Workshop.pdf

<<9.1.11 BCPC Exempt.Workshop.pdf>> Good afternoon everyone,

Please be advised that the BCPC is hosting a "Municipal Implementation Workshop" relating to the new plan change for the Stormwater Management Plan Exemption modification on Thursday, September 22, 2011 from 10:00 AM to Noon at the BCPC. A description of the workshop is attached.

Barbara

The message is ready to be sent with the following file or link attachments:

9.1.11 BCPC Exempt.Workshop.pdf

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.



Lynn T. Bush, AICP Executive Director

SCANNED

COUNTY COMMISSIONERS:

Charles H. Martin, *Chairman*
 Robert G. Loughery, *Vice Chairman*
 Diane M. Ellis-Marseglia, *LCSW*

PLANNING COMMISSION:

Edward Kisselback, *Chairman*
 David R. Nyman, *Vice Chairman*
 Walter S. Wydro, *Secretary*
 Joseph A. Cullen, *ESQ.*
 Raymond W. Goodnoe
 Darrin Hoffman
 Robert M. Pellegrino
 Carol A. Pierce
 David H. Platt

September 1, 2011

MEMORANDUM

TO: Neshaminy Creek Watershed Municipalities and Watershed Plan Advisory Committee (WPAC) Representatives

FROM: Lynn T. Bush, Executive Director, Bucks County Planning Commission

SUBJECT: *Lynn T. Bush*
 Neshaminy Creek Watershed Stormwater Management Plan Exemption Modification

Since the adoption of the Neshaminy Creek Watershed Stormwater Management Plan, the Bucks County Planning Commission has learned that many municipalities are having a difficult time implementing Pennsylvania Department of Environmental Protection's (PaDEP) volume control requirements. The language in the plan provides no exemptions for volume control, even for very small projects. PaDEP has agreed to a change in the language of the exemption criteria in the Neshaminy stormwater management plan. Volume control requirements no longer apply to projects which propose less than 1,000 square feet of impervious surface. The County concurs with this change and is making a change to the plan. The plan now includes the following language and table in Section 106 of the model ordinance:

Section 106. Exemptions

- A. *Regulated Activities that create impervious surfaces smaller than or equal to 1,000 square feet do not have to apply the volume control requirements of this Ordinance. Regulated Activities of this size are exempt from the peak rate control requirements and the SWM Site Plan preparation located in Section IV of this Ordinance. If the activity is found to be a significant contributor of pollution to the waters of this Commonwealth, the municipality may enforce any of the above requirements.*

Table 106.1: Impervious Surface Exemption Thresholds

Ordinance Article or Section	Type of Project	Proposed Impervious Surface		
		0 – 1,000 sq. ft.	1,001 – 5,000 sq. ft.	5,000 + sq. ft.
Article IV SWM Site Plan Requirements	Development	Exempt	Not Exempt	Not Exempt

Erosion and Sediment Pollution Control Requirements	Must comply with Title 25, Chapter 102 of the PA Code and other applicable state and municipal codes.
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This change is consistent with the intent of the plan and does not require a formal plan amendment or plan re-adoption. Therefore, this revision is effective immediately and municipalities within the watershed boundary may revise their local ordinances to be consistent with the new language.

We will be hosting a Municipal Implementation Workshop on September 22, 2011, from 10:00 a.m. to 12:00 p.m., at the Bucks County Planning Commission. The purpose of the workshop is to review the plan revisions and to answer questions about watershed plan implementation. All Watershed Plan Advisory Committee (WPAC) representatives are invited to attend.

Please RSVP to Alice J. Lambert at the Bucks County Planning Commission at 215-345-3892 or ajlambert@co.bucks.pa.us, to let us know if your WPAC representative will attend the workshop. Please contact Alice if you have any further questions regarding the revisions or the implementation workshop.

Cc: Drew Shaw, Montgomery County Planning Commission
Richard Kadwill, Montgomery County Conservation District
Jennifer Kehler, Pennsylvania Department of Environmental Protection
Gretchen Schatschneider, Bucks County Conservation District

GENERAL UPDATES “D”

GENERAL UPDATES “E”

WARRINGTON TOWNSHIP 2012 BUDGET SCHEDULE

TIMELINE	ACTIVITY
1 st week of September	Send Department Heads Budget worksheets to complete
2 nd – 3 rd week of September	CFO Analyzes 2011 revenue and expenditures and makes 2011 year-end projections
4 th week of September	CFO and Township Manager review budget information submitted by Department Heads and begin preparing preliminary 2012 proposed budget
1 st and 2 nd week of October	CFO and Manger meet with Department Heads to review their budget(s)
3 rd week of October	CFO and Manager prepare Department budgets based on Department Head Budget meetings
4 th week of October	CFO and Manager prepare non-department and other funds budgets
1 st week of November	Final review of 2011 estimates is projected. Final review of 2012 Department and non-Department budgets are completed
2 nd week of November	Budget documents copied and collated
November 11, 2011	2012 Proposed Budget delivered to the Board of Supervisors
November 14, 2011	Availability of 2012 Proposed Budget advertised in newspaper
November 22, 2011	Budget Presentation made to Supervisors at Public Meeting, Public comment accepted
December 13, 2011	Budget Adoption considered by Board of Supervisors at public meeting