

Warrington



Township

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TOWNSHIP MANAGER
TIMOTHY J. TIEPERMAN

July 28, 2009

MEMO TO: BOARD OF SUPERVISORS
FROM: TIMOTHY J. TIEPERMAN
RE: **MANAGER'S REPORT**

- A. 2010 Budget Status: In an effort to conform to the expedited 2010 budget time line, the Permanent Finance Committee (PFC) has begun reviewing preliminary 2009 department projections and requests for the 2010 operating budget. The Committee has also begun reviewing early submissions for next year's capital plan as well as updates on 2007 and 2008 bond projects. These capital spreadsheets are attached for the Board's preliminary review. I have directed staff to review the submittals and to make any changes or modifications that may be necessary. I have already been advised of some additional projects that may need to be included for prioritization. Similarly, I am asking the Board to review these project lists as well and alert me to any potential projects that may be missing in the current drafts.
- B. Regional Police Study Committee: Warminster and Warrington officials continue to work closely and diligently with the Department of Community and Economic Development (DCED), which is in the process of completing its early analysis of the organizational components and budget of both departments. The Governor's Center is preparing some draft financial analyses which it has asked the study committees to begin reviewing and scrutinizing. Warminster Manager, Bob Tate, and I have had a couple of meetings to review the rough data and are fine tuning some of the budgetary assumptions. We are nearing a juncture point, however, where both communities need to establish their study committees to complete the phase 1 process. On the consent agenda is an action item to assign a supervisor to serve on the study committee. Warminster will be doing the same.
- C. Ambulance Committee: My office recently convened a meeting with the Executive Board of the Warrington Ambulance Association to review several issues surrounding the organization's bylaws, financial structure, and township representation on its Board of Directors. I am pleased to report that we had a very productive and amicable meeting and successfully addressed many of the issues affecting the release of 2009 budgeted funds for ambulance operations. Their first report is included on the July 28 agenda. Both parties agreed that we needed to retain township representation on the Board as well as work toward a written agreement between the township and ambulance association to clarify roles and responsibilities. Mr. Lesniak has prepared a draft

agreement based on other successful town models which both parties will be reviewing for recommendation at a future Supervisors meeting. Of mutual interest to everyone, however, was concern that Warrington taxpayers pay a disproportionate share of the association's operating costs despite the fact that much of its service area lies in Doylestown and Warwick Townships. We agreed there needs to be a more proactive strategy to obtain funding from political subdivisions, particularly Warwick, to help defray future operation costs.

- D. Municipal Space through Diligence Studies: Staff is currently completing due diligence studies on some municipal space alternatives which we will be sharing with the Supervisors shortly. We're evaluating new square footage requirements in light of staff reductions and possible police regionalization. We expect to have some recommendations within the next couple of weeks.
- E. 2009 Roadway Management Program: This project has started and the project schedule is as follows, obviously pending inclement weather:

Location	Activity	Timeline
Elbow Lane	All work up to bituminous sealcoat	July 22-23
Pickertown Road	All work up to bituminous sealcoat	July 23-24
Lower Nike Park	Finish work up to bituminous sealcoat	July 23-24
Stuckert Road	Complete bituminous sealcoat	July 28
Elbow Lane	Complete bituminous sealcoat	July 28
Pickertown Road	Complete bituminous sealcoat	July 28
Stuckert Road	Install finished wearing coarse asphalt	July 29-30
Elbow Lane	Install finished wearing coarse asphalt	July 31 ó August 3
Pickertown Road	Install finished wearing coarse asphalt	August 3-4
Elbow Lane	Install traffic calming devices	August 3-5

- F. Shank Tot Lot Relocation: Carolyn Hanel reviewed the playground equipment grant received from BCI Burke with the Permanent Finance Committee at their meeting on July 20. It was the unanimous recommendation of the PFC that, despite the \$4000 grant, the purchase of any play equipment should be postponed.
- G. Melting Pot Application: The Melting Pot has applied for a liquor license for their Valley Square location. The license would be a transfer. The hearing on the license will be scheduled for August 11.
- H. Document Management: Metasource officials are working with Staff in preparing the Township's extensive street files for scanning. These files are significantly more complex than the ones scanned to date and require special tagging for processing. We've recently acquired two (2) new mini-scanners which will be used by the front staff to process incoming information. We plan to start tagging incoming invoices first, following by the tagging of other official correspondence.
- I. Ad Hoc Recycling Committee Status: Everything is on schedule for the kickoff of the new leaf drop-off program. Leck Haulers will be installing a new 30 yard compactor at the Tradesville site. Effective August 1, 2009, Warrington residents may begin transporting their own yard material free-of-charge to K & D Growers in Warwick Township. I'm working with the

Communications Office to ensure this information is posted adequately in *The Link*, the municipal cable channels and the local media.

The Committee is now focusing on reviewing the solid waste ordinance for possible changes and modifications and is exploring the possibility of establishing a special drop-off program for scrap metals.

- J. Mill Creek Area Low Pressure Sewer Project Road Detour: A pre-construction meeting was conducted for the Mill Creek Area Low Pressure Sewer System Contract. The notice to proceed will be issued effective July 27, 2009, but the work will most likely not start until August 3, 2009. The contractor, Couzins, Inc., has requested permission from the Township to close Pickertown Road between Kings Court and the intersection of Mill Creek Road/Pickertown Road during work hours (7-4 PM, Monday through Friday) for about 8 to 10 working days. Attached is a letter outlining the contractor's request. The detour will be from Lower State Road to Bristol Road to Stump Road. Obviously from Pickertown/Upper State Road side, the detour is reversed. The road will always be open to Tradesville employees and for all other emergency vehicles. Pickertown Road will remain open from Mill Creek Road to Lower State Road. Both Jim Miller and Rick Lesniak have no issues with the proposed detour.
- K. Update on Interstate Zoning Hearing Board Decision: At the meeting on July 20, the Zoning Hearing Board voted 2-1 to deny the relief requested by Interstate Outdoor Advertising.
- L. Millcreek Elementary School School Zone: A resident of Larkspur Lane contacted the Township regarding the need for a 15 mph school zone to be designated on the roads used for access to the Millcreek Elementary School. The resident, Mr. Minio, may be present at the July 28 meeting to present a residents petition on this issue. Staff has asked Traffic, Planning and Design (TPD) take a look at the roads in the vicinity of the school and provide a recommendation concerning the establishment of a school zone based on the PADOT criteria.
- M. Bradford Greene ResidentsøPetition: Pamila Sporny, 533 Mockingbird Way, contacted the Township regarding a bridge from the Bradford Greene development, across the Little Neshaminy Creek, to connect with the Bradford Reservoir Trail at Lower Nike Park. A copy of Ms. Sporny's letter as well as a Township trails plan is attached for your reference. Ms. Sporny may present a resident petition during public comment at the July 28 meeting.
- N. Warrington Cares: Staff has prepared a draft policy/procedures for handling the Warrington Cares Fund. The policy is also being reviewed by our auditors for compliance with government accounting procedures. BOS feedback would be appreciated in preparation for an action item at the next regular meeting.
- O. Correspondence:
 - a) July 20, 2009 letter (boilerplate) sent to all Elbow Lane Residents regarding proposed traffic calming devices as part of the 2009 Roadway Improvement Program.
 - b) July 27, 2009 Communications Advisory Board Agenda
 - c) July 22, 2009 email correspondence announcing Warrington Community Business Alliance Informal Lunch Meetings

- d) July 24, 2009 memorandum from John A. Garner, PLCM Executive Director, regarding the 1% County Option Sales Tax.
- e) July 23, 2009 letter from Township Manager to Pleasantville United Church of Christ regarding public sewer connection/assessment fees.
- f) Structural engineering report concerning the Folly Road Schoolhouse.