

WARRINGTON TOWNSHIP  
Minutes of the Re-organizational Meeting of the Board of Supervisors  
Held, pursuant to due notice, in the Municipal Building  
3345 Rosstown Road, Wellsville, PA 17365  
Monday, January 3, 2023, 6:00 PM

Supervisor John Dockery  
Supervisor Zachary Fickes  
Supervisor Ed Mattos  
Supervisor Michael Saylor  
Supervisor Jason Weaver

Staff Present:           Renee Robison

The meeting was opened with the Pledge to the Flag.

Supervisor Weaver opened the meeting. Motion was made by Supervisor Saylor and seconded by Supervisor Mattos to appoint Supervisor Weaver as the Chairman. Motion carried unanimously.

Motion was made by Supervisor Saylor and seconded by Supervisor Mattos to appoint Supervisor Fickes as Vice-Chairman. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Weaver to appoint Renee Robison as the Manager/Secretary. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Fickes to appoint Rebecca Bradshaw as the Treasurer. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Saylor to appoint Eric Swiger as the Codes Enforcement Officer, Zoning Officer, and Building Codes Officer. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Fickes to appoint Approved Code Services as the Alternate Building Codes Officer. Motion Carried unanimously.

Motion was made by Supervisor Saylor and seconded by Supervisor Dockery to appoint Jessica Fieldhouse, C.S. Davidson as Alternate Zoning Officer. Motion carried unanimously.

Motion was made by Supervisor Fickes and seconded by Supervisor Mattos to appoint Michael Deardorff as Road Foreman. Motion carried unanimously.

Motion was made by Supervisor Fickes and seconded by Supervisor Dockery to appoint Martin Smith and Michael Coy to work on the Road Crew. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Fickes to appoint the firm of Stone, Wiley & Linsenbach with Attorney Brian Linsenbach representing the Township as Solicitor. Motion carried unanimously.

Motion was made by Supervisor Saylor and seconded by Supervisor Mattos to appoint the firm of C. S. Davidson Engineer, Inc. with Mr. Terry Myers representing Warrington Township as Engineer. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Saylor to appoint Mr. Gary Morrow as Sewage Enforcement Officer. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Dockery to appoint Mr. John Klinedinst, from C. S. Davidson Engineering, Inc. as Alternate Sewage Enforcement Officer. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Fickes to appoint Marcy Renshaw as Act 511 Tax Collector at 5% commission. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Fickes to appoint Debbi Beitzel as Deputy Tax Collector. Motion carried unanimously.

Motion was made by Supervisor Dockery and seconded by Supervisor Mattos to appoint the York County SPCA and the Department of Agriculture Dog Warden to call for animal control. Motion carried unanimously.

Motion was made by Supervisor Saylor and seconded by Supervisor Fickes to appoint Mr. Benjamin Lance as Vacancy Board Chairman. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Fickes to schedule Board of Supervisors meetings on the 3<sup>rd</sup> Wednesday at 7:00 PM each month in 2023, except January due to the Reorganizational Meeting. Motion carried unanimously.

Motion was made by Supervisor Weaver and seconded by Supervisor Dockery to establish mileage to be paid at the projected IRS rate of \$.625 per mile in 2023. Motion carried unanimously.

Motion was made by Supervisor Fickes and seconded by Supervisor Mattos to retain Members 1<sup>st</sup> Credit Union as a Township depository. Motion carried unanimously.

Motion was made by Supervisor Dockery and seconded by Supervisor Fickes to retain PLGIT as a Township depository. Motion carried unanimously.

Motion was made by Supervisor Fickes and seconded by Supervisor Dockery to approve attendance, paid expenses, loss of pay and reimbursements allowed by Township Code, for eligible attendees to the PSATS State Conference. Motion carried unanimously.

Motion was made by Supervisor Weaver and seconded by Supervisor Mattos to appoint Supervisor John Dockery as voting delegate for Warrington Township at the PSATS State Conference. Motion carried unanimously.

Motion was made by Supervisor Weaver and seconded by Supervisor Dockery to approve eligible officials and employees to attend the PSATS York County convention with expenses reimbursed. Motion carried unanimously.

Motion was made by Supervisor Saylor and seconded by Supervisor Dockery to approve all Supervisors to work with the road crew when needed. Motion carried unanimously.

Motion was made by Supervisor Dockery and seconded by Supervisor Saylor to set the Treasurer Bond at \$2,000,000. Motion carried unanimously.

Motion was made by Supervisor Saylor and seconded by Supervisor Fickes to appoint Mr. Len Kotz to a 4-year term on the Township Planning Commission. Motion carried unanimously.

Motion was made by Supervisor Fickes and seconded by Supervisor Dockery to schedule Township Planning Commission meetings for the 4<sup>th</sup> Wednesday of each month at 7:00 PM in 2023 with November to be scheduled separately due to Holidays. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Saylor to appoint Ms. Lisa Frye to a 5-year term on the Township Zoning Hearing Board. Motion carried unanimously.

Motion was made by Supervisor Fickes and seconded by Supervisor Saylor to appoint Mr. Robert Koppenhaver as Alternate Member of the Zoning Hearing Board. Motion carried unanimously.

Motion was made by Supervisor Fickes and seconded by Supervisor Saylor to appoint Attorney Scott Harper, S. Harper Law, LLC as Zoning Hearing Board Solicitor. Motion carried unanimously.

Motion was made by Supervisor Saylor and seconded by Supervisor Fickes to schedule Township Zoning Hearing Board meetings for the 1<sup>st</sup> Thursday of each month at 7:00 PM in 2023 as needed. Motion carried.

Motion was made by Supervisor Mattos and seconded by Supervisor Dockery to approve Resolution 2023-01 Fee Resolution adjusted with revisions to establish fees to be charged in 2023. Motion carried unanimously.

Motion was made by Supervisor Dockery and seconded by Supervisor Mattos to approve the Township Policy and Procedure Manual as established November 19, 2014, and revised on 2/5/2020. Motion carried unanimously.

Motion was made by Supervisor Fickes and seconded by Supervisor Mattos to appoint the firm of Smith, Elliott & Kearns, Certified Public Accountants, to audit the Township books for 2022. Motion carried unanimously.

Motion was made by Supervisor Fickes and seconded by Supervisor Saylor to appoint Mr. Tim Hildebrand, with Northern Emergency Management Agency, as the Warrington Township Emergency Management Coordinator. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Fickes to appoint Mr. Dean Trump as the Deputy Emergency Coordinator. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Saylor to appoint Approved Code Services as 3<sup>rd</sup> Party Building Inspector. Motion carried unanimously.

Motion was made by Supervisor Dockery and seconded by Supervisor Mattos to appoint Renee Robison as Open Records Officer. Motion carried unanimously.

Motion was made by Supervisor Saylor and seconded by Supervisor Mattos to appoint Mr. Paul Christophel, Mr. Dean Trump and Supervisor John Dockery as Northern York EMS Advisory Committee representatives for Warrington Township to. Motion carried unanimously.

Motion was made by Supervisor Weaver and seconded by Supervisor Mattos to appoint Mr. John Dockery as Warrington Township representative to the York-Adams Tax Bureau and the TCC. Motion carried unanimously.

Motion was made by Supervisor Dockery and seconded by Supervisor Mattos to appoint Supervisor Saylor as Warrington Township alternate representative to the York-Adams Tax Bureau and the TCC. Motion carried unanimously.

Motion was made by Supervisor Weaver and seconded by Supervisor Mattos for the Wellsville Fire Company Committee to remain the same. Motion carried unanimously.

Motion was made by Supervisor Weaver and seconded by Supervisor Fickes for the Trash Committee to remain the same. Motion carried unanimously.

Motion was made by Supervisor Weaver and seconded by Supervisor Dockery for the Building Committee to remain the same. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Weaver to end the Ag/Zoning Committee. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Weaver to establish the IT Committee with the following members, Jim Smedley as Chair, Len Kotz, Dean Trump, and Supervisor Weaver. Motion carried unanimously.

Motion was made by Supervisor Mattos and seconded by Supervisor Weaver for Supervisor Weaver to join the Road Crew Committee. Motion carried unanimously.

Discussion Regarding Re-organization Ended.

## Minutes of the Regular Meeting of the Board of Supervisors

**Presiding:** Supervisor Jason Weaver, Chairman  
Supervisor John Dockery  
Supervisor Zachary Fickes  
Supervisor Ed Mattos  
Supervisor Michael Saylor

**Staff Present:** Renee Robison, Township Manager, Secretary

Minutes. Motion was made by Supervisor Dockery and seconded by Supervisor Fickes to approve the minutes of the December 21, 2022, meeting, with the following correction on Page 5, Second Paragraph stating regarding releasing the \$50,000 to Wellsville Fire Company was not contingent on Warrington Township receiving the returned check of \$20,940.00. Motion carried unanimously.

### EMERGENCY SERVICES REPORTS

Wellsville Fire Company. The Fire Company responded to 6 calls in Warrington Township. There was a total of 118 calls for the year for Warrington Township and they responded to 367 total calls.

Penn State Health Life Lion EMS, LLC. No update at this time.

### PUBLIC RECOGNITION

The motion was made by Supervisor Weaver and seconded by Supervisor Fickes to appoint Amy Erb to represent Warrington Township to the NEMA Board.

### SUBDIVISION/LAND DEVELOPMENT PLANS/PLANNING MODULES

None

### BUSINESS AND STAFF REPORTS

#### Solicitor's Report

Comcast Cable – meeting with new manager January 5, 2023.

#### Engineer

No update at this time.

#### Code Enforcement Officer

Supervisor Dockery and Mr. Swiger are meeting with the Warrington Gun Club to work on resolving issues. 200 Poplar Road issue is still ongoing.

#### Manager

No update at this time.

## Supervisors

1. To-Do List – Continuing to work on – separate document.
2. Road Crew Committee – Meeting scheduled.
3. Wellsville Fire Company Report – previous report presented.
4. Trash Committee – the contract is expiring with Penn Waste. Bids will go out to vendors.
5. Building Committee – Requested quote just for the back entrance door to the office.
6. Planning Committee Meetings – Per request from Supervisor Mattos, Len Kotz stated he will summarize the Planning Committee Meetings to distribute to the Board of Supervisors prior to this meeting.
7. The motion was made by Supervisor Saylor and seconded by Supervisor Fickes to increase the approved spending authority of the Township Manager to \$1,500.
8. Free Ski Roundtop Tubing for Warrington Township residents will be February 8, 2023, from 4:00 p.m. until 9:00 p.m. Please RSVP ahead by emailing [roundtopinfo@vailresorts.com](mailto:roundtopinfo@vailresorts.com).

## ACCOUNTS PAYABLE

Regarding the overpayment to the Wellsville Fire Company, it was noted that the July 6, 2022, Treasury Report was not correct, and it was a clerical error. The amount should not have been deducted from the General Fund and should have been deducted from the ARPA fund.

Motion was made by Supervisor Fickes and seconded by Supervisor Dockery to approve General Fund accounts payable in the amount of \$29,948.16, and State Liquid Fuels accounts payable in the amount of \$281.53.

## ADJOURNMENT

Motion was made by Supervisor Fickes and seconded by Supervisor Saylor to adjourn the meeting. Motion carried.

The meeting was adjourned at 10:30 PM.

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Township Secretary