WARRINGTON TOWNSHIP

Minutes of a Regular Meeting of the Board of Supervisors

Held, pursuant to due notice, in the Municipal Building

3345 Rosstown Road, Wellsville, PA 17365

Wednesday, June 21, 2023, 7:00 PM

**Presiding:** Supervisor Jason Weaver, Chairman

Supervisor Zachary Fickes, Co-Chairman

Supervisor Ed Mattos

Supervisor John Dockery

**Absent:** Supervisor Saylor

**Staff Present:** Attorney Brian Linsenbach, Township Solicitor

Terry Myers, Township Engineer

Renee Robison, Township Manager and Secretary

The meeting was opened with the Pledge to the Flag.

Supervisor Weaver opened the meeting.

**Minutes. Motion** made by Supervisor Fickes and seconded by Supervisor Mattos to approve the minutes of the Regular Board of Supervisors meeting May 17, 2023, with the correction under the Manager’s Report that during the last Township Clean up, residents had brought their trash, not just “wet trash”. Motion passed unanimously.

**EMERGENCY SERVICES REPORTS**

Wellsville Fire Company. Six incident calls for Warrington Township, and 22 incidents for all zones. There were 47 calls for the year and 155 incidents for all zones for the year. It was noted that if someone calls the Township regarding a resident burning, to have them call 911.

Penn State Health Life Lion EMS, LLC. The report for April was 16 total dispatches for Warrington Township, 13 handled by Penn State Health Life Lion, LLC, and 3 were handled by a different agency.

**PUBLIC RECOGNITION** – Nothing currently.

**Planning Modules – Subdivisions – Land Development Plans**

1. 2022-05 Spring Meadows LDP (12/23/23)
2. 2022-07 Rossville Commercial Property (5/26/23) EOT 8/23/23
3. 2023-01 Old Mountain Rd., Mansfield 3-lot FSP (7/25/23)

**Engineer – Terry Myers**

1. 2023 Street Maintenance – Contract #1- Increase in contract price of $18,964.52 to E.K. Services, Inc., for edging and widening of Twin Lakes and Kralltown Road. **MOTION** made by Supervisor Mattos and seconded by Supervisory Dockery to approve the increase of $18,964.52 to make the total contract $91,206.97. Motion passed unanimously. Contract #2 – Minebank Road is taken off this contract until next year with a decrease of minus ($31,791.97). **Motion** made by Supervisor Mattos and seconded by Supervisor Dockery to accept reducing the contract by $31,791.97. Motion passed unanimously.
2. CDBG Municipal Office ADA Improvements – Still waiting for plans to be submitted. Anticipating this will be delayed by one month. The grant has been extended until the end of the year.
3. Zeigler Road Culvert – Waiting for permit. **Motion** made by Supervisor Mattos and seconded by Supervisor Fickes to approve the quote from D.B. Krieg for pipe quotes in the amount of $7,323.75. Motion passed unanimously. The cost for Detour signs is anticipated to be at least $4,000. **Motion** was made by Supervisor Mattos and seconded by Supervisor Fickes to approve up to $4,000 for the cost of the Detour signs. Motion passed unanimously. It was noted the first day of school for Northern School District is August 21. Estimated cost from ProCut Concrete Sawing and Drilling is $5,500.00 to wire saw through the culvert and footer. **Motion** made by Supervisor Mattos and seconded by Supervisor Dockery to approve $5,500 for this. Motion passed unanimously.
4. Hurricane Ida – FEMA/PEMA Funded Projects – 1 delay – Red Rock – 8 weeks for delivery of concrete end walls. Red Rock and Beaver Creek bids came in much higher. Will meet with contractor. Manager will contact Northern School District when there are road closures for Quaker Meeting Road and the New York Bridge Projects.
5. Backhoe Bid – **Motion** was made by Supervisor Fickes and seconded by Supervisor Dockery to approve the bid from Groff Tractor & Equipment for total purchase price of $84,995.00, that included the JD 444 Trade Value of $5,000. Motion passed unanimously.
6. Township Culvert Inventory - C.S. Datum/Presentation by Cory McCoy. Cory will give Mike Deardorff access to this program.
7. Rosstown Road Park Sewage Planning – Need letter from Sewer Plant Authority stating capping the amount for the collection system. Supervisor Dockery is very seriously concerned about the cost to the Wellsville Municipal Sewer Authority and its customers. If the contract with DCNR were to be reopened, there would be a significant increase in the cost to all of the current customers.

**BUSINESS AND STAFF REPORTS**

Manager’s Report

1. DCNR Grant for Playground – still in the planning stage with the architect. It was noted that the slide is cracked and needs to be replaced.
2. The Township office has been receiving concerns that there are duplicate addresses in the   
   Township. Chief Anderson from the Wellsville Fire Company, stated he had mentioned this concern many years ago and was told that it was not a problem. The Manager and Zoning Officer are working to resolve this complicated problem.
3. Request BOS Meeting to 1st Wednesday of the Month – This will be considered for 2024, but there should be a gap in time between the Board of Supervisors meeting and the Planning Commission meeting.
4. Records and Retention – Dean Trump sent the Board of Supervisors the Municipal Records Manual with guidelines that states what records the Township needs to keep and what can be shredded and his proposed list for shredding. **Motion** was made by Supervisor Dockery and seconded by Supervisor Fickes for a **Resolution** to declare Warrington Township is abiding by the Municipal Records Manual guidelines for record retention. Motion passed unanimously. **Motion** was made by Supervisor Dockery and seconded by Supervisor Fickes for a **Resolution** to shred the attached list of documents per the Municipal Records Manual. Motion passed unanimously. The Board agreed to use Shred-It to destroy the records and it will be done at their facility.
5. Township Update – There are 25 ongoing issues and 14 have been resolved. Short-term and Long-term disability benefits for the Township employees were discussed, along with capping the amount of sick time accrued or having all time designated as Paid Time Off. This will be re-visited when the Healthcare benefits are renewed in the Fall. It was noted that if there is unlimited sick time, this is not a budgeted amount for repayment.

**Review Budget**

Treasurer’s Report – Escrow accounts have been consolidated from 10 to 4. PLGIT accounts are consolidated from 11 to 6 accounts and have been upgraded to Prime accounts, which have a higher interest rate. Consolidating Members 1st accounts is still unresolved. Stacy Wiseman Zorbaugh is still researching sweep accounts for the Township. Supervisor Mattos stated that he has concerns regarding the budget and that budget workshops should be planned sooner. There will be serious challenges for next year’s budget. **Motion** made by Supervisor Fickes and seconded by Supervisor Mattos to approve the Total Expenses in the Treasurer’s Report of $81,020.88. Motion passed unanimously.

**Road Crew**

1. Broom/sweeper attachments for 6105E have been ordered.
2. One used backhoe bid was received and voted on during this meeting.
3. Mike Deardorff received 3 quotes for companies to outfit the 2 truck chassis with the plow and spreader. **Motion** made by Supervisor Fickes and seconded by Supervisor Mattos to approve Lancaster Truck Bodies in the amount of $122,100.00 each to outfit the (2) 2023 Chassis. Motion passed unanimously. **Motion** made by Supervisor Fickes and seconded by Supervisor Dockery to sell the Kodiak Truck and not make any repairs to it if it breaks down. Motion passed unanimously. Will look into Municibid to sell the Kodiak.

**Code Enforcement – Eric Swiger**

1. Monthly Report - The report was distributed and there were no questions.
2. Ag Security – The Board of Supervisors acknowledged the Township received the

Proposal from Dale and Sundra Bentz, Parcel 49-MD-11 for an addition to an Agricultural Security Area.

**Solicitor’s Report – Attorney Linsenbach**

1. Comcast Cable TV –in negotiations. Looking into possible grants.
2. Vail Resorts – Amusement Tax – Mr. Ted McDowell from Vail has acknowledged that an internal audit was completed and the total amount due to the Township is $11,568.22 and the check is forthcoming to Warrington Township. Attorney Linsenbach thanked Ben Lance for his hard work and dedication to resolving this.
3. Trash Contract – Draft bid proposal should be ready for the Board of Supervisor’s July meeting. Details of the contract were reviewed. It was noted that residents are calling the Township to ask for recycling bins on wheels.

**Supervisors**

* Supervisor Weaver – Supervisor Weaver stated that Resolution 2023-03 is for Rebecca Bradshaw to thank her for her years of service to Warrington Township in her role as Township Manager for 31 years and on the Board of Supervisors for 12 years. **Motion** made by Supervisor Fickes to adopt this Resolution and seconded by Supervisor Dockery. Supervisor Mattos’ vote was nay. **Motion** passed 3-1. Resolution 2023-04 is to thank Margaret Prosser for 16 years of service in her role as Clerical Assistant and Internal Auditor for Warrington Township **Motion** made by Supervisor Dockery and seconded by Supervisor Fickes to adopt this Resolution. Supervisor Mattos’ vote was nay. Motion passed 3-1.
* Supervisor Fickes asked Chief Larry Anderson if he would consider letting Warrington Township advertise on their sign when the Warrington Township sign is no longer able to be used. Chief Anderson stated he would consider this.
* Supervisor Dockery stated that the employees at the York/Adams Tax Bureau have extremely low salaries. He stated there is Federal money to expand the internet service in underserved communities and Warrington Township continues to investigate expanding service.

**Committee Reports**

1. Road Crew Committee – Discussed previously.
2. Wellsville Fire Company -- Supervisor Mattos hopes to have the Fire Committee report for the July meeting and recommendations to the Board in August.
3. Trash Committee – discussed previously.
4. Building Committee – Supervisor Dockery stated there was a meeting and the result of the discussion was that at this point, no new building is needed, and it was agreed the building is in decent shape and the main office can be updated.

**Review To-Do List**

**ADJOURNMENT**

Motion made by Supervisor Fickes and seconded by Supervisor Dockery to adjourn the meeting at 9:52 p.m. Motion passed unanimously.

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Secretary