

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, September 20, 2023, 7:00 PM

**Presiding:** Supervisor Jason Weaver, Chairman  
Supervisor Zachary Fickes, Co-Chairman  
Supervisor John Dockery  
Supervisor Michael Saylor

**Staff Present:** Terry Myers, Township Engineer  
Renee Robison, Township Manager and Secretary  
Attorney Brian Linsench, Township Solicitor

**Staff Not Present:** Supervisor Ed Mattos

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 Saylor to approve the minutes of the Regular Board of Supervisors meeting August 16, 2023. **Motion** passed unanimously.

**EMERGENCY SERVICES REPORTS**

Wellsville Fire Company. The Wellsville Fire Company report was previously sent to the Board of Supervisors. Fourteen (14) incident(s) calls for Warrington Township, and twenty-four (24) incidents for all zones. There were Eighty-seven (87) calls for the year and two hundred thirty-seven (237) incidents for all zones for the year.

Penn State Health Life Lion EMS, LLC. The report for August was thirty-two (32) total dispatches for Warrington Township, twenty-five (25) were handled by Penn State Health Life Lion, LLC, and Seven (7) were handled by a different agency.

**Public Recognition – Diane Repman**

Ms. Repman stated she lives at 10 New York Road. She received a notice stating that it is against our ordinance to live in a RV on the property and would have to find other subtle living arrangements. They sold the trailer located at the above address and are currently working on purchasing a modular home. She was asking for time to get this purchase completed, built, and delivered to 10 New York Road. She asked for 60 days to get this completed. Supervisor Weaver asked about the placement of the sewage from the RV. Ms. Repman stated they are using the septic system already in place on the property. It was suggested by Supervisor Saylor that she ask for 90 days due to the timing on many things could possibly put her past her original request. Ms. Repman agreed to requesting the 90 days. A **Motion** was made by Supervisor Saylor and seconded by Supervisor Fickes. **Motion** carried 4-0.

**Adam Smith**

Adam Smith stated that he lives at 125 Stone Jug Road. Mr. Smith states that there was a drainage pipe that was clogged and overflowing across his driveway. Our road crew was out and cleaned it out. He states due to the overflow his driveway was breaking up and he would like it to be patched by the road crew. Our engineer, Terry Myers looked at the pictures presented and stated he felt it would be okay to agree to the repair.

Supervisor Weaver stated if they agree, any future issues will be the responsibility of the homeowner to let us know in advance if there are any issues with the pipe being clogged. A **Motion** was made by Supervisor Dockery and seconded by Supervisor Fickes. **Motion** carried 3-1

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

1. 2022-05 Spring Meadows LDP (12/23/23) – No Update.
2. 2023-01 Old Mountain Rd., Mansfield 3-lot FSP 10/25/23-Need additional extension – DEP is requiring septic planning. Engineer, Terry Myers asked for an extension to December 21, 2023, the day after our Board meeting on December 20, 2026. A **Motion** was made by Supervisor Weaver and seconded by Supervisor Saylor. **Motion** carried 4-0.

#### **Engineer – Terry Myers**

1. Crack Sealing: Contracts have been signed, Performance Bonds, Payment Bonds and Certificates of Insurance have been received. Everything is in place and the Township has been furnished with copies of all the documents. The contractor's information was passed along to Mike Deardorff, who will coordinate the maintenance from here on. Contractor's schedule is to complete in early October.
2. 2023 Street Maintenance: Contract No.1 and Contract No.2 have been completed.
3. CDBG – ADA restroom grant: The first and second quarterly reports for 2023 have been submitted to the YCPC. An amendment to extend the grant for another 6 months was approved by YCPC. The agreement now expires in December of 2023.
  - a. Contract has been advertised. Prebid conference was held on August 2023. Bids will be opened on Tuesday August 15th at 10:00 am. The contract was awarded to CB Construction Services, Inc. at the low bid of \$102,934.00 conditioned upon the approval of additional CDBG funding at the 8/16 Board meeting.
  - b. The additional \$37,000 of CDBG funding was approved by the YCPC on 8/31/2023 and a new contract for the additional amount provided to the Township. The contract should be signed and returned to YCPC. Notification to proceed will be provided by YCPC prior to expenditure of the additional funds is allowable. A **Motion** was made to accept the additional funds by Supervisor Saylor and seconded by Supervisor Dockery. **Motion** carried 4-0.
4. Zeigler Road culvert replacement: Has been completed.
5. FEMA/PEMA Funded Projects
  - a. To complete construction, a time extension to September of 2023 has been requested and approved by FEMA.
  - b. Bids received were in excess of the Fall of 2021 cost estimates which were utilized to establish the funding. A funding analysis was provided with the April Report. PEMA was contacted to get answers for a series of questions regarding the funding and what our options are. It appears that FEMA/ PEMA will fund the additional costs upon review at the completion of the projects.
  - c. The contract was awarded to JDI Site Solutions, LLC (\$139,610.26) at the May 17, 2023, BOS meeting. A Notice of Award was sent. All documents have been received and the contracts have been signed.
  - d. A preconstruction conference was held on June 29th, with Mike Deardorff in attendance. We discussed possible cost savings on the Beaver Creek Road paving project by having the Township Crew do the initial excavation and finish grading and seeding work. We also reviewed several modifications to the Red Rock Road head wall replacement in an effort to reduce the costs.
  - e. Remaining schedule is as follows:
    - i. Quaker Meeting – Completed
    - ii. New York Road – Work completed, payment to be requested with future application.

- iii. NY Rd and Beaver Creek Paving – Completed
- iv. Red Rock Culvert – Sept 11th – Sept 25<sup>th</sup>
- f. Change Order No. 1 provided – net reduction of \$1,500.80. Change order is a result of cost saving measure by having Township crews complete initial excavation required. Recommend approval. A **Motion** was made to approve the change order by Supervisor Saylor and seconded by Supervisor Fickes. **Motion** carried 4-0.
- g. Application for Payment No. 1 provided - \$55,972.35. Recommend approval. Payment includes work completed for New York Road paving, Quaker Meeting Road bridge, and Beaver Creek Road paving. A **Motion** was made by Supervisor Dockery and seconded by Supervisor Saylor. **Motion** carried 4-0.

## **BUSINESS AND STAFF REPORTS**

### **Manager's Report**

1. Penn Dot Study-SR177 for speeding: An email was received stating Penn Dot will be doing a traffic study.
2. DCNR Park Update/Slide for the Park: The piece for the slide has been ordered and paid. Waiting to receive the part. Ann Yost was here Monday September 18 for an update on the park. Due to the original mulch not being installed correctly the first time, it would have to be removed and have stone, for drainage, put down first and then put mulch back on top of the stone. With this additional expense, it would cost an additional 40,000. During discussion a decision was made to forgo the shade sails at the cost of 30,000 to offset the mulch issue. A **Motion** was made by Supervisor Saylor and seconded by Supervisor Fickes. **Motion** carried 4-0.
3. Trunk or Treat- Ms. Robison asked to set the date of October 31, 2023, from 6-8 for this event. A **Motion** was made by Supervisor Dockery and seconded by Supervisor Fickes. **Motion** carried 4-0.
4. Health Insurance- Ms. Robison shared the different plans through Highmark Blue Shield given by our broker with the board. (See Attachment) Ms. Robison stated that the staff met and the current plan we offer now is what they would like to stay with at this time. A **Motion** was made by Supervisor Fickes to stay with the current Premier Balance PPO plan and seconded by Supervisor Dockery. **Motion** carried 4-0.
5. Long-term Disability Insurance- The price presented for Short Term Disability was \$2,243 a year for all employees and for Long Term Disability was \$2,758.00 for all employees. A decision was made to table making a decision at this time. We are to look into the monthly premium per employee if they decide to pick up the disability plans out of pocket vs the monthly cost under the plan that was presented above. Also, a Motion was made to cap the sick time to a max of 480 hours. Employees will be allowed to carry over a max of 480 hours at the end of each year. A **Motion** was made to start this policy January 1, 2024, by Supervisor Saylor and seconded by Supervisor Weaver. The **Motion** carried 3-1.
6. Stipend for Insurance Waiver – Per the Policy Manual, an employee who does not participate in the Township's medical insurance plan will receive an in lieu of payment determined annually by the Board of Supervisors per bi-weekly pay period. Warrington Township has a current employee that fits the above criteria. The manager is looking for a Motion on paying this employee for (12) months from June 2022-June 2023 in the amount of \$1,200.00 and from July 2023 to current at \$50.00 bi-weekly. A **Motion** was made by Supervisor Saylor and seconded by Supervisor Dockery. **Motion** carried 4-0.
7. SPCA Agreement- New Contract was received for \$3241.00 and must be received with payment by December 31, 2023, for 2024. A **Motion** was made by Supervisor Dockery and seconded by Supervisor Fickes to approve the new contract. **Motion** carried 4-0.

8. Records and Retention-Resolution 2023-08 was approved to call Shred It to pick up the 72 boxes for offsite shredding at the cost of \$943.48. A **Motion** was made by Supervisor Weaver and seconded by Supervisor Fickes for a Resolution to dispose of 72, see attached, boxes. **Motion** carried 4-0.
9. Site Design- Ms. Robison asked for a motion to be made to replace the alternate SEO John Klinedinst of CS Davidson with Site Design. A **Motion** was made by Supervisor Saylor and seconded by Supervisor Fickes. **Motion** carried 4-0
10. Backup Snow Removal Employee- Ms. Robison asked for a motion to accept applications for part time drivers for snow removal. A **Motion** was made to accept applications with a set wage of \$20.00 by Supervisor Fickes and seconded by Supervisor Saylor. **Motion** carried 4-0.

### **Review Budget**

Treasurer's Report – **Motion** made by Supervisor Fickes and seconded by Supervisor Saylor to approve the Total Expenses in the Treasurer's Report of \$247,139.47. **Motion** passed unanimously.

### **Road Crew**

1. Mike Deardorff stated road work is completed for the year.
2. Supervisor Weaver for an update on the trucks being fitted in Lancaster. Mike Deardorff stated that they are still waiting for the body parts to come in.
3. Supervisor Fickes asked about the salt shed being fixed due to a wall issue. Mike Deardorff stated they will be using metal to fix the issue.

### **Code Enforcement – Eric Swiger**

1. Monthly Report - The report was distributed and there were no questions.

### **Solicitor's Report – Supervisor Weaver for Attorney Linsenbach**

1. Comcast Cable TV – Nothing new this month, no hearings set yet.
2. Trash Contract – Bidding ending September 15<sup>th</sup>, 2023. Penn Waste 2024 rates are as follows:
  - a. 4 bags- \$443.64
  - b. 8 bags-\$599.64
  - c. bags sold at Township building \$21.97 a bag.

A **Motion** was made to pass the contract by Supervisor Fickes and seconded by Supervisor Saylor. **Motion** carried 4-0.

### **Supervisors**

1. Supervisor Weaver: presented Resolution 2023-07 to James Smedley for 20 years of service on the Planning Commission Board for Warrington Township. James Smedley served the citizens of Warrington Township for a period of over 42 years. He also helped write the first Subdivision and Land Development Ordinance and was an integral part of the recent Zoning and Comprehensive Plan Update.
2. Supervisor Dockery: Wellsville Authority. DCNR feels Warrington Township has exceeded the capacity allowed by the EDU's that we currently have and will not give us the letter of approval for the park hookup. There is another meeting being held September 21, 2023, to continue discussion, attorney's will be attending this meeting.
3. Supervisor Saylor announced that Supervisor Weaver was appointed as a Board Member Representative to the Elected Officials on the York County Agriculture Land Preservation Board.

**Committee Reports**

1. Road Crew Committee – No new updates
2. The Warrington Township Fire Committee –No new updates
3. Trash Committee – Discussed previously.
4. Building Committee – No new updates.

**Reviewed To-Do List**

**Executive Session was called at 9:00 p.m. prior to adjournment.**

**ADJOURNMENT**

**Motion** made by Supervisor Weaver and seconded by Supervisor Saylor to adjourn the meeting at 9:15 p.m.

**Motion** passed unanimously.

  
Secretary