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, November 15, 2023, 7:00 PM

**Presiding:** Supervisor Jason Weaver, Chairman

Supervisor Zachary Fickes, Co-Chairman

Supervisor Ed Mattos

Supervisor John Dockery

Supervisor Michael Saylor

**Staff Present:** Cory McCoy, Township Engineer

Attorney Duane Stone, Township Solicitor

Eric Swiger, Director of Operations/Zoning

Stacy Wiseman Zorbaugh, Director of Administration/Treasurer/Secretary

**Staff Not Present:**

Supervisor Weaver opened the meeting at 7:00 p.m.

The meeting was opened with the Pledge to the Flag.

A moment of silence for our Veterans.

Statement from Supervisor Ed Mattos-Statement of Facts surrounding the 2022 Audit for Warrington Twp.

* In Mid-February 2023 Renee Robinson discovered unreported cash and transaction slips from Scrap Yards (Recycling) and logbook in the safe.
* Renee Reported her findings to Jason Weaver who is Chaiman of the Board of Supervisors and Ed Mattos.
* On or about February 28th all evidence is given to our Solicitor Brian Linsenbach and our auditors, Smith Elliott Kears & Company LLC.
* On March 6th. A disciplinary meeting was held with Rebecca Bradshaw and Manager Renee Robinson. Rebecca was reprimanded for “Dereliction of Duty” for mishandling monies received from scrap yards. Renee redefined processes for handling monies from the scrap companies.
* On March 12th, 2023. Rebecca Bradshaw submits her letter of resignation. Requests that her last day be 4-14-2023 The Board of Supervisors accepts her resignation and determined that her last day of employment will be 3-15-2023.
* On March 13th Rebecca receives 2022 Audit Letter from SEK indicating fraud. Rebecca refuses to sign and suppresses this information and did not forward the 2022 Draft Audit to the Board of Supervisors for their review.
* March 15th, 2023, Rebecca’s Bradshaw’s last day.
* April 5th, SEK forwards 2022 Audit to Renee Robinson for review and Signature and distribution to the Board of Supervisors.
* On April 19th Audit Letter is signed By Chairmen Jason Weaver. Report indicates that “The Annual Audit and Financial report may be materially misstated due as a result of fraud” and specifically with the regard to petty cash, that there is a “Significant Deficiency”.
* In the ensuing months a deeper dive was done into the matter. At that point we realized that the matter was more serious than originally thought. It appears that from 2007 to 2022 approximately $33,000.00 were not deposited into the Township’s banking accounts and not reported to the public.
* In mid-October all information is turned over to the State Police for an official investigation.
* Today I’m asking the Board of Supervisors permission to utilize our solicitor to submit this same information to the PA State Ethics Commission for their own investigation and determination.

A **Motion** was made by Mr. Mattos and seconded by Mr. Fickes to use our Solicitor to submit this information to the PA State Ethics Commission. **Motion** carried 4-1 (Supervisor Dockery was Nay).

**Minutes. Motion** made by Supervisor Fickes and seconded by Supervisor Saylor to approve the minutes of the Regular Board of Supervisors meeting October 18, 2023. **Motion** passed unanimously.

**Engineer – Cory McCoy**

1. Crack Sealing: Completed
2. CDBG-ADA restroom grant- 100% paid by York City (grant)
   1. Approval of Change Order #1-Contract amount to increase $7,034.00 (due to Buried tank discovery, footing modifications at entrance, repair of damaged subfloor, and support floor beams), Contract time extension of 18-days. A **Motion** was made by Supervisor Dockery and seconded by Supervisor Fickes. **Motion** carried unanimously.
   2. Approval of application for payment #2 in the amount of $45,393.84 to CB Construction Services. A **Motion** was made by Supervisor Dockery and seconded by Supervisor Saylor. **Motion** carried unanimously.
   3. Authorization to submit CDBG Requisition #2 in the amount of $45,393.84. A **Motion** was made by Supervisor Dockery and seconded by Supervisor Fickes. **Motion** carried unanimously.
3. FEMA/PEMA
   1. All work is complete and substantial completion was issued on 9/19/2023. We are in the process of submitting all required paperwork to FEMA to close out the project and have contacted PEMA to discuss additional funding for the overage.

**Emergency Services Reports**

Wellsville Fire Company. The Wellsville Fire Company report was previously sent to the Board of Supervisors. Ten (12) incident(s) calls for Warrington Township, and eighteen (27) incidents for all zones. There were ninety-even (109) calls for the year and two hundred fifth-five (282) incidents for all zones for the year.

Penn State Health Life Lion EMS, LLC. The report for October was twenty-one (21) total dispatches for Warrington Township, twenty-nine (18) were handled by Penn State Health Life Lion, LLC, and Seven (3) were handled by a different agency.

**Public Recognition**

No public recognition

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

1. 2022-05 Spring Meadows LDP (12/23/23) – n**o 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.-**no update**.
3. McClay subdivision-submitted on October 13, 2023-**no update**.

**BUSINESS AND STAFF REPORTS**

**Director of Administration/Treasurer/Secretary**

1. Introduce and appoint Elaine Smith as Assistant Secretary for meeting minutes. A **Motion** was made by Supervisor Fickes and seconded by Supervisor Saylor. **Motion** carried unanimously.
2. Asked for approval of Preliminary Budget for Advertising. A **Motion** was made by Supervisor Dockery and seconded by Supervisor Fickes. **Motion** carried unanimously.
3. Asked opinion of changing from IContact to Savvy Citizen for communication purposes. A **Motion** was made to change to Savvy Citizen by Supervisor Mattos and seconded by Supervisor Fickes. **Motion** carried unanimously.
4. Approval of expenses of $365,056.39. A **Motion** was made by Supervisor Saylor and seconded by Supervisor Dockery. **Motion** carried unanimously.
5. SR 177 Study. Penn Dot study suggested moving the 40 MPH to coincide with Pinetown Road and for the township to install Combined Bicycle/Pedestrians sign (W 11-15) on both side of the bridge. A **Motion** was made to have the township purchase and install the two (2) signs by Supervisor Fickes and seconded by Supervisor Mattos. Motion carried 4-1 (Supervisor Saylor opposed).

**Director of Operations/Zoning**

1. Monthly Report - The report was distributed and there were no questions.
2. Countertop/Desktop proposal to replace the tops in the office of $2,797.50 by John H. Myers minus the front counter of $409.70 (will do at a later time when foyer is addressed for safety). A **Motion** was made by Supervisor Fickes and seconded by Supervisor Mattos to pay $2,387.80 to have the desktops replaced. **Motion** carried unanimously.
3. Discuss and possibly appointment Attorney Gavin Markey as Zoning Hearing Board Solicitor. A **Motion** was made by Supervisor Saylor and seconded by Supervisor Mattos to approve Attorney Gavin Markey as ZHB Solicitor. A **Motion** carried unanimously.
4. Discuss approval of the CS Davison contract for 2024. A **Motion** was made by Supervisor Mattos to accept the 2024 contract and change the billing to Classification and was seconded by Supervisor Dockery. A **Motion** carried unanimously.

**Solicitor’s Report**

1. Comcast Cable TV – Nothing new this month
2. Traffic Signal-A **Motion** was made by Supervisor Mattos to accept the Deed of Dedication from the Spanglers to Warrington Township as presented and for Chairman Jason Weaver to sign for its acceptance and seconded by Supervisor Fickes. A **Motion** carried unanimously.
3. Wellsville Municipal Authority – A **Motion** was made to approve Ordinance 2023-01 adopting and approving the Borough of Wellsville Municipal Authority’s proposed Amendment to its Articles of Incorporation to extend its corporate life to December 31, 2072, as proposed by the Authorities resolution and authorize its Officers to execute and file the appropriate documents and this Board to sign this Ordinance by Supervisor Dockery and seconded by Supervisor Mattos. A **Motion** carried unanimously.
4. Trash Contract**-** Penn Waste contract was already approved. A **Motion** was made to the Supervisors sign the bid proposal documents that awarded the trash contract to Penn Waste by Supervisor Dockery and seconded by Supervisor Fickes. A **Motion** carried unanimously.

**Supervisors**

1. Supervisor Dockery:
   1. YATB voting on a new director - will be announced.
   2. Wellsville Authority – Engineer followed up with DCNR on 10/29/2023, they stated it is under review.
   3. PSATS – John Dockery was re-elected as Chairman.

**Committee Reports**

1. Road Crew Committee – Dissolved
2. Fire Committee-Possible meeting in December
3. Budget Committee-Dissolved
4. Trash Committee-Dissolved
5. Building Committee-no updates

**Reviewed To-Do List**

**ADJOURNMENT**

**Motion** made by Supervisor Fickes and seconded by Supervisor Mattos to adjourn the meeting at 8:30 p.m. **Motion** passed unanimously.

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Secretary