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, December 20, 2023, 7:00 PM

**Presiding:** Supervisor Jason Weaver, Chairman

 Supervisor Zachary Fickes, Co-Chairman

 Supervisor Ed Mattos

Supervisor John Dockery

Supervisor Michael Saylor-showed after executive session.

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

 Attorney Brian Lisenbaugh, 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.

John Dockery called an Executive Session for personal reasons. 7:05-7:35 p.m.

**Minutes. Motion** made by Supervisor Dockery and seconded by Supervisor Mattos to approve the minutes of the Regular Board of Supervisors meeting November 15, 2023. **Motion** passed unanimously 4-0.

**Engineer – Cory McCoy**

1. Crack Sealing: Invoice from Stewart & Tate in the amount of $17,500 provided and recommended for payment. A Motion was made by Supervisor Mattos and seconded by Supervisor Fickes to approve payment of $17,500 to Stewart & Tate. The Motion carried unanimously 4-0.
2. CDBG-ADA restroom grant- 100% paid by York City (grant)
	1. Application for Payment No. 3, in the amount of $35,199.19, along with CDBG Requisition No. 3 and No. 1 (2nd grant issued for overage), totaling the same amount, for consideration by the Supervisors. A Motion was made by Supervisor Mattos to make payment for Requisition No 3 and seconded by Supervisor Fickes. Motion carried unanimously 4-0.

A Motion was made by Supervisor Mattos and seconded by Supervisor Fickes to approve payment for Requisition No. 1 (2nd grant issued for overage). The Motion passed unanimously 4-0.

1. 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. Update: Still working on payment for the overage.
2. Detter’s Mill Bridge-Discussed that this project would be in 2024.

**Emergency Services Reports**

Wellsville Fire Company. The Wellsville Fire Company report was previously sent to the Board of Supervisors. Ten (7) incident(s) calls for Warrington Township, and eighteen (26) incidents for all zones. There were one hundred sixteen (116) calls for the year and three hundred eight (308) incidents for all zones for the year.

Penn State Health Life Lion EMS, LLC. The report for November was not available prior to the meeting. The email came through December 22, 2023. The following was reported. There was a total of 203 dispatches in the Northern York Division in November 2023. The estimate of total dispatches in Warrington Township was 20. Of those, 13 were handled by Penn State Health Life Lion, LLC and seven were handled by a different agency.

**Public Recognition**

Sandra Repman asked to give her an extension for her module to show and be placed on her property while they stay in their camper on the property. She states this should be completed by the end of February. A Motion was made by Supervisor Saylor to give her four (4) months to get this completed and seconded by Supervisor Fickes. The Motion passed unanimously 5-0.

**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.-Asked for extension until April 2024. A Motion was made by Supervisor Fickes and seconded by Supervisor Dockery to allow the extension. The Motion passed unanimously 5-0.
3. McClay subdivision-submitted on October 13, 2023-**no update**.

**BUSINESS AND STAFF REPORTS**

**Director of Administration/Treasurer/Secretary**

1. Treasurer’s Report Expenses of $59,479.23. A Motion was made by Supervisor Fickes and seconded by Supervisor Saylor to approve payments for the expenses of $59,479.23. The Motion passed unanimously 5-0.
2. Dean Trump’s resignation for his current term and Lisa Sechrist will be appointed January 2nd for the remainder of Dean’s term. Dean has accepted the new 6-year term. A motion was made to accept Dean’s resignation on his current term and the acceptance of the new term by Supervisor Fickes and seconded by Supervisor Saylor. The Motion carried unanimously 5-0.
3. Discussed needing an Alternate for the Planning Commission. Supervisor Weaver asked for an ad to be placed for these this position as well as Wellsville Municipal Authority for his current position on the Municipal Authority Board.
4. New Digital Sign- A proposal was made to replace the existing sign at Warrington Township with a new digital sign for the cost of $27,790.00. Warrington Township has $33,504.77 remaining of ARPA funds. A Motion was made to approve a new sign by Supervisor Saylor and seconded by Supervisor Dockery. The Motion passed 4-1. Supervisor Weaver opposed.
5. Discussed the need for paving the Warrington Township parking lot. Supervisor Mattos asked us to get proposals in 2024 for the paving of the parking lot in 2025.
6. Approval of the 2024 Budget. A Motion was made by Supervisor Saylor and seconded by Supervisor Fickes to approve the 2024 budget. The Motion passed unanimously 5-0.
7. Release of funds for Library $1,000 and the Senior Centers $2,000. A Motion was made by Supervisor Fickes and seconded by Supervisor Saylor to release the funds. The Motion passed unanimously 5-0.

**Director of Operations/Zoning**

1. The Litter Sign- A resident requested a Litter Sign be placed in front of his home. Due to it being a state road and there is no way for us to enforce the no littering the board tabled this discussion.
2. Eric informed the Board the Bike/Pedestrian signs were installed as requested on Route 177.
3. Zoning Reports- there were no questions on the reports given to the Board.
4. CB Invoice-Change Order to Elevate Ceiling in Bathroom-Authorize payment of $1,500.00. A Motion was made by Supervisor Mattos and seconded by Supervisor Saylor to pay the change order amount out of the remainder of the ARPA funds. The Motion passed unanimously 5-0.

**Solicitor’s Report**

1. Comcast Cable TV – Nothing new this month other than State and Federal funds are being discussed at County and State level.
2. Traffic Signal Agreement-to be signed by Supervisor Jason Weaver and the TSMA Resolution to be signed by Supervisor Jason Weaver.
3. Recycle Funds**-** Working on this issue.

**Supervisors**

1. Supervisor Weaver:
	1. Ag Preservation February 15, 2024, York County-total acres preserved is 47,466.
	2. Supervisor Weaver discussed the Bonus’ for the staff. It was agreed that the full-time staff would receive $400, and the part-time staff would receive $200 and new staff to receive $100. A Motion was made by Supervisor Dockery and seconded by Supervisor Mattos to release the bonus’ to the staff. The Motion passed unanimously 5-0.
	3. A discussion was had about the Holidays for 2024. A final decision was made to add President’s Day, Veteran’s Day, and New Year’s Eve. A Motion was made by Supervisor Saylor and seconded by Supervisor Fickes to add three (3) Holidays to 2024. The Motion passed 3-2. Supervisor Weaver and Supervisor Dockery opposed.
	4. A discussion was held about falsification of documentation by a past staff member with vacation/sick time accrued. It was requested that the current Director look into other past employees to see if this was done for them as well. The documentation shows vacation was moved to sick time so this staff member would not lose their paid-out time. A discussion was made to request these 32 hours paid out be returned (refunded) to the Township and for the Solicitor to investigate the repercussions of this act. A Motion was made by Supervisor Weaver and seconded by Supervisor Fickes to have Solicitor Lisenbach looked further into this issue. The Motion passed 4-1. Supervisor Saylor was not involved in the original discussion and wanted it noted that Supervisor Saylor opposed due to lack of context knowledge.
2. Supervisor Dockery:
	1. YATB: Hired K.C. McCleary to replace Albert Timko, who is retiring March 14, 2024, as Executive Director.
	2. Sewer for the park-Contractor and Head of DCNR had a discussion and the Park Manager was to get back to Supervisor Dockery and he is still waiting for an email from the Park Manager at this time.
	3. Supervisor Dockery proposed to place 25% of estimated revenue, $399,000, in an Operating Reserve Fund. A Motion was made by Supervisor Dockery and seconded by Supervisor Mattos in favor of this. The Motion passed unanimously 5-0.
	4. Supervisor Dockery proposed to use the Capital Reserve Fund for the future use of a new building. Supervisor Mattos feels this needs to be tabled so everyone can think about what specific purpose this money should be designated to and to make a good decision about this account and how much to transfer to this account. A decision was tabled until a later date for further discussion.

**Committee Reports**

1. Fire Committee-First meeting in January 2024
2. Building Committee-no updates

**Reviewed To-Do List**

**ADJOURNMENT**

**Motion** made by Supervisor Fickes and seconded by Supervisor Saylor to adjourn the meeting at 9:05 p.m. **Motion** passed unanimously 5-0.

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 Secretary