

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 4, 2021, 6:00 PM

Supervisor John Dockery
Supervisor George DeFrain
Supervisor Zachary Fickes – by telephone
Supervisor Thomas Hawkins
Supervisor Jason Weaver

Staff Present: Rebecca Knaub-Bradshaw

The meeting was opened with the Pledge to the Flag.

Supervisor John Dockery opened the meeting as Temporary Chairman of the Board.

Motion was made by Supervisor DeFrain and seconded by Supervisor Hawkins to appoint Supervisor Dockery as Chairman. Motion carried unanimously.

Motion was made by Supervisor DeFrain and seconded by Supervisor Hawkins to appoint Supervisor Hawkins as Vice-Chairman. Motion carried unanimously.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to appoint Rebecca Bradshaw as Township Manager, Secretary and Treasurer at a yearly salary of approximately \$60,840.00. Motion carried unanimously.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to appoint Michael Gasswint as Codes Enforcement Officer, Zoning Officer and Building Codes Officer. Motion carried unanimously.

Motion was made by Supervisor Dockery and seconded by Supervisor DeFrain to appoint Robert Shelly and Approved Code Services as Alternate Codes Enforcement Officer, Zoning Officer and Building Codes Officer. Motion carried unanimously.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to appoint Stacie Gregory as Administrative Assistant. Motion carried unanimously.

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

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

Motion was made by Supervisor DeFrain and seconded by Supervisor Hawkins to appoint the firm of Blakey, Yost, Bupp and Rausch with Attorney Donald Hoyt representing the Township as Solicitor. Motion carried unanimously.

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

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

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

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

Motion was made by Supervisor DeFrain and seconded by Supervisor Hawkins 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 DeFrain and seconded by Supervisor Hawkins to appoint Mr. Robert Prosser as Vacancy Board Chairman. Motion carried unanimously.

Motion was made by Supervisor DeFrain and seconded by Supervisor Hawkins to schedule Board of Supervisors meetings on the 1st and 3rd Wednesday at 7:00 PM each month in 2021. Motion carried unanimously.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to establish mileage to be paid at \$.56 per mile in 2021. Motion carried unanimously.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to retain Members 1st Credit Union as a Township depository. Motion carried unanimously.

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

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

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

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

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

Motion was made by Supervisor Weaver and seconded by Supervisor DeFrain to re-appoint Mr. Richard Bensel to a 5-year term on the Township Planning Commission. Motion carried unanimously.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to schedule Township Planning Commission meetings for the 4th Wednesday of each month at 7:00 PM in 2021 with November to be scheduled separately due to Holidays. Motion carried unanimously.

Motion was made by Supervisor DeFrain and seconded by Supervisor Weaver to appoint Mr. Allan Winey to a 5-year term on the Township Zoning Hearing Board. Motion carried unanimously.

Attorney Stacey MacNeal submitted her resignation as Zoning Board Attorney.

Motion was made by Supervisor Weaver and seconded by Supervisor Fickes to appoint Attorney Brian Linsenbach as Zoning Hearing Board Solicitor. Michael Gasswint reminded the Board that Attorney Linsenbach represents Harry Fox and may represent other residents of the Township. The Board said he would need to report any potential conflict and an outside attorney would need to represent the Zoning Board for those hearings. Motion carried unanimously.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to schedule Township Zoning Hearing Board meetings for the 1st Thursday of each month at 7:00 PM in 2021 as needed. Motion carried.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to approve Resolution 2021-01 Fee Resolution as adjusted to establish fees to be charged in 2021. Motion carried unanimously.

Motion was made by Supervisor DeFrain and seconded by Supervisor Hawkins to approve the Township Policy and Procedure Manual as established November 19, 2014 and revised. Motion carried unanimously.

Motion was made by Supervisor Weaver and seconded by Supervisor Hawkins to appoint the firm of Smith, Elliott & Kearns, Certified Public Accountants, to audit the Township books for 2021. Motion carried unanimously.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to appoint Mr. Raphael LaRocca as Emergency Management Coordinator. Motion carried unanimously.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to appoint Mr. Christopher Deardorff as Deputy Emergency Management Coordinator. Motion carried unanimously.

Motion was made by Supervisor DeFrain and seconded by Supervisor Hawkins to appoint Approved Code Services as 3rd Party Building Inspector and retain Robert Shelly for three months until outstanding permits are closed out. Motion carried unanimously.

Motion was made by Supervisor Dockery and seconded by Supervisor DeFrain to appoint Stacie Gregory as Open Records Officer. Motion carried unanimously.

Motion was made by Supervisor Dockery and seconded by Supervisor DeFrain to appoint Mr. Dean Trump as Northern York EMS Advisory Committee representative for Warrington Township. Motion carried unanimously.

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain 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 Hawkins to appoint Mr. Tom Hawkins as Warrington Township alternate representative to the York-Adams Tax Bureau and the TCC. Motion carried unanimously.

Discussion regarding Re-organization ended and
Minutes of the Regular Meeting of the Board of Supervisors began

Presiding: Supervisor John Dockery, Chairman
Supervisor George DeFrain
Supervisor Zachary Fickes – by telephone
Supervisor Thomas Hawkins
Supervisor Jason Weaver

Staff Present: Mr. Terry Myers, by telephone
Rebecca Knaub-Bradshaw, Township Manager and Secretary-Treasurer
Michael Gasswint, Codes Enforcement Officer

Community Development Block Grant application. The Township Engineer was directed to submit an application for funding to make ADA upgrades to the Municipal Building. The requested CDBG funding is for \$66,000.00 with the Township funding an additional \$10,000.00. He prepared a grant application under the 2021-2023 Community Development Block Grant Program and it is ready for Board approval. The Chairman said the Resolution will be discussed later during this meeting.

Minutes. Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to approve the minutes of the December 16, 2020 meeting. Motion carried unanimously.

EMERGENCY SERVICES REPORTS

Wellsville Fire Company. The Fire Company responded to 5 calls in Warrington Township during the month of December 2020. There were a total of 93 calls within the Township during the year.

Penn State Health Life Lion EMS, LLC. (formerly Geisinger) The preliminary estimate of total dispatches in Warrington Township for the month of October was 25. Twenty were handled by the Northern York Division of Penn State Health Life Lion EMS and five were handled by another division of Penn State Health or an outside agency.

The preliminary estimate of total dispatches in Warrington Township during the month of November was 10. Of those 9 were handled by the Northern York Division of Penn State Health Life Lion. One was handled by a different division of Penn State Health Life Lion or another agency.

PUBLIC RECOGNITION

Mr. Ben Lance. Mr. Lance said he was unable to get information regarding whether the December 16, 2020 meeting had been canceled due to inclement weather. Supervisor Dockery told him that the meeting was not canceled but in future if a meeting is canceled quickly the information could be put on the phone recorder.

SUBDIVISION/LAND DEVELOPMENT PLANS/PLANNING MODULES

None

BUSINESS AND STAFF REPORTS

Codes Officer.

Caden Property, Big Rock Drive. The Board received a complaint with pictures of a large fire burning on the Caden Property on December 23, 2020 for almost 24 hours. The Code Officer said he visited the property and there was a pile of construction material that included pallets that were burning. Mr. Carl Barker, property owner, was called and told to put out the fire. His workers thought they had the fire out and left the scene. The fire continued to smolder overnight. The complainant filed with Department of Environmental Protection and copied the Township.

Live Christmas trees. Supervisor Dockery wanted to make a public service announcement to residents who use live Christmas Trees. He said when the limbs on his tree began to droop he took it outside to burn. When he lit the tree it burned in 30 seconds. He wanted to make residents aware of what could happen if the tree were inside the house.

Resolution 2021-02. A resolution of the Board of Supervisors supporting the application for a grant under the 2021-2023 Community Development Block Grant Program to instruct the Township Engineer to prepare and submit an application for ADA upgrades to the Municipal Office. Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to approve the Resolution. Motion carried unanimously.

Garage ceiling. Supervisor Weaver said the road crew told him that Brian Kunkle Construction, who installed the new metal roof on the garage said he could install the inside ceiling for a total of \$499.00. The Board agreed to approve the installation.

Park Security cameras. Kolva Electrical Contractors installed the final two security cameras on the rear of the restroom/utility shed in the park. The cameras were part of a set purchased in 2017. Two front cameras were installed at that time.

Diesel tank meter. Supervisor Dockery proposed that the meter number be included on the fuel sheet to keep a more accurate track of diesel fuel that is pumped from the tank. He will continue to research the best way to track the gallons.

2021 Budget. Supervisor Dockery reported to the Board that there was a \$48,000 budget shortage from last year and he is concerned that the amount will be greater in 2021. He said that even with the shortage there is no tax increase proposed for 2021.

ACCOUNTS PAYABLE

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to approve General Fund accounts payable in the amount of \$24,312.61. Motion carried unanimously.

ADJOURNMENT

Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to adjourn the meeting. Motion carried.

The meeting was adjourned at 7:30 PM.

Township Secretary