

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, February 5, 2020, 7:00 PM

Presiding: Supervisor John Dockery, Chairman  
Supervisor George DeFrain  
Supervisor Zachary Fickes  
Supervisor Thomas Hawkins - absent  
Supervisor Jason Weaver

Staff Present: Attorney Donald Hoyt, Township Solicitor  
Rebecca Knaub-Bradshaw, Township Manager and Secretary-Treasurer

The meeting was opened with the Pledge to the Flag.

Minutes. Motion was made by Supervisor DeFrain and seconded by Supervisor Fickes to approve the minutes of the January 15, 2020 meeting. Motion carried unanimously.

EMERGENCY SERVICES REPORTS

Wellsville Fire Company. The Fire Chief reported that Wellsville responded to 9 calls in Warrington Township during the month of January 2020.

PUBLIC RECOGNITION

None

SUBDIVISION/LAND DEVELOPMENT PLANS/PLANNING MODULES

None

BUSINESS AND STAFF REPORTS

Policy Manual. Proposed revisions and additions to the Township Policy Manual were previously submitted to the Board for their review. The revisions/additions are shown as underlined. Section 2.02 Regarding Board of Supervisors: The Board of Supervisors is responsible for governing the Township, which includes legislative, executive and administrative powers to ensure sound fiscal management and secure the health, safety and welfare of Township residents. The Board of Supervisors make policy decisions, prepare and adopt the annual budget, establish taxing rates, enact local laws, establishes zoning districts and land use regulations, enforce building code requirements, maintain bridges and roads, ensure compliant sewage disposal and stormwater control and appoint residents to serve on the Planning Commission, Zoning Hearing Board and Vacancy Board and similar entities. As part of their duties, Township Supervisors may be appointed to represent the Township on the boards of government related organizations such as the Wellsville Municipal Authority, the York Adams Tax Bureau and similar entities, unless prohibited by state law. As elected officials, Township Supervisors receive a salary limited by state law. The salary cannot exceed the maximums as provided by the Second Class Township Code based on the Township's population as

determined by the latest official census. The salary will be paid quarterly. As specifically approved by the Board of Supervisors, a Supervisor may be employed to work on the Township road crew when requested by the Township Manager. In such circumstances, the Supervisor will be paid at an hourly rate established by the Township Board of Auditors.

Motion was made by Supervisor DeFrain and seconded by Supervisor Weaver that the Section 2.02 changes are not necessary. Motion carried unanimously.

Section 15.0 – Time off/15.03 Vacation. i. All earned unused vacation days for the current or following year will be paid to the employee upon separation or end of employment. For salaried employees, their equivalent hourly rate will be used to calculate the amount to be paid.

Motion was made by Supervisor Weaver and seconded by Supervisor Fickes to approve the proposed revision but cap the number of hours paid at one hundred. Supervisor Dockery and Supervisor DeFrain opposed. Motion died. Motion was made by Supervisor DeFrain and seconded by Supervisor Dockery to cap the number of unused, paid vacation hours at eighty. Motion carried unanimously. Motion was made by Supervisor Weaver and seconded by Supervisor DeFrain to revise the Policy Manual to read that upon separation of an employee, unused vacation days will be paid up to a maximum of eighty hours. Motion carried unanimously.

Section 17.0 Insurance/17.03 Medical Insurance. e. Eligible regular full-time employees in a paid status who do not participate in the Township’s medical insurance plan will receive an in-lieu of payment of \$70 per biweekly pay period. The employee must maintain alternative medical insurance on a continuous basis and provide proof of alternative medical coverage on an annual basis. Motion was made by Supervisor Weaver and seconded by Supervisor DeFrain to re-instate the in-lieu of health insurance back into the Policy Manual with the amount set by the Board of Supervisors during each yearly budget meeting. Motion carried unanimously. Motion was made by Supervisor Dockery and seconded by Supervisor DeFrain to change the word “The” employee to “Said” employee. Motion carried unanimously.

DCNR Grant. The Township Engineer, Supervisor Dockery and Manager met with Lorie Yeich, Grant Coordinator with PA DCNR and Ann Yost, a landscape architect, with YSM who was the original park planner for the municipal park. Park improvements were suggested to Ms. Yost and Ms. Yeich to determine which would be more likely to receive a favorable answer by the DCNR. To make application for a DCNR grant a scope of services needs to be prepared by YSM that will necessitate meetings and plan preparation. YSM submitted a contract and service agreement for a lump sum fee of \$3,000. The Township Recreation Fund currently contains \$53,500. Motion was made by Supervisor Weaver and seconded by Supervisor DeFrain to proceed with the services of YSM to make application to submit a Park Rehabilitation and Development grant to PA DCNR for the renovation and expansion of facilities at the Warrington Township Park. Motion carried unanimously.

Capital Reserve Fund CD renewal. Notice was received that a CD in the amount of \$276,241.59 will mature on February 22, 2020. The CD is held by Members 1<sup>st</sup>. The current interest rate for renewal is 1.4%. The rate for renewal at PLGIT, another depository used by the Township, is

1.76%. Motion was made by Supervisor Dockery and seconded by Supervisor DeFrain to renew the CD with PLGIT (Pennsylvania Local Government Investment Trust) in the Prime account. Motion carried unanimously.

ACCOUNTS PAYABLE

Motion was made by Supervisor DeFrain and seconded by Supervisor Weaver to approve General Fund accounts payable in the amount of \$28,881.62 and State Liquid Fuels accounts payable in the amount of \$11,564.78. Motion carried unanimously.

ADJOURNMENT

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

The meeting was adjourned at 8:10 PM.

---

Township Secretary