

WARRINGTON TOWNSHIP
Minutes of a Special Meeting of the Board of Supervisors
Held, pursuant to due notice, in the Municipal Building
3345 Rosstown Road, Wellsville, PA 17365
Wednesday, November 11, 2020, 6:00 PM

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

Staff Present: Rebecca Knaub-Bradshaw, Township Manager and Secretary-Treasurer
Stacie Gregory, Administrative Assistant

The purpose of this special meeting was to prepare the 2021 Warrington Township Budget. The following was discussed.

A fifteen year GS Model pay scale was prepared for the Board of Supervisors using the PSATS Salary Survey document and figured median wage rates. Supervisor Dockery asked the Board if they were in agreement to use the pay scale presented to them. Motion was made by Supervisor Hawkins and seconded by Supervisor DeFrain to approve use of the wage scale presented. Motion carried unanimously.

The normal pay increases are done one-step per year on this system. Because of the change in health insurance plans that caused an increase to employee out of pocket costs it was decided to increase by two-steps this first year and go back to normal one-step next year. Supervisor Weaver verified the appointed Step for each employee for Minutes clarification. Coy-Step 10; Bradshaw-Step 8; Deardorff-Step 13; Gasswint-Step 10; Gregory-Step 5; Smith-Step 11. Motion was made by Supervisor Hawkins and seconded by Supervisor Dockery to approve the pay increases. Motion carried unanimously.

It was decided that the JD6420 tractor and Tiger Mower need to be replaced. Supervisor Weaver said if the mower is replaced the contracted mowing company will not need to be hired and the road crew will mow without hiring a part-time employee.

Supervisor DeFrain said a letter will need to be submitted justifying replacement of the equipment by either the Road Foreman or the Manager according to the Employee Policy Manual.

Motion was made by Supervisor Hawkins and seconded by Supervisor Weaver to pay the budgeted 2020 contributions to Wellsville Fire Company in the amount of \$25,000; Dillsburg Senior Center - \$1,000; Redland Senior Center - \$1,000; Dillsburg Library - \$500 and Annie Sterline Library - \$500. Motion carried unanimously.

The following 2021 Budget figures were discussed:

CAPITAL RESERVE FUND

Revenue

12/31/2020 Funds available	\$439,724.00
2021 Interest	2,500.00
Total anticipated Revenue funds	\$442,224.00

Available for Budget

Total available for capital purchases	\$350,000.00
Remaining funds 12/31/2021	<u>92,224.00</u>
	\$442,224.00

STATE LIQUID FUELS

Revenue

2021 Interest	2,000.00
2021 Liquid Fuels Funding	277,156.00
Funds anticipated available-12/31/2020	<u>\$190,000.00</u>
Total anticipated Revenue funds	\$469,156.00

Available for Budget

Diesel Fuel, Salt, Anti-skid, stone, asphalt	\$ 80,000.00
Capital purchases	110,000.00
Traffic Signal, Line Painting	75,000.00
Highway Maintenance & Construction	<u>200,000.00</u>
	\$465,000.00
Remaining funds 12/31/2021	<u>4,156.00</u>
	\$469,156.00

GENERAL FUND

Revenue

Taxes	904,600.00
Licenses & Fines	26,895.00
Interest	6,250.00
Intergovernmental reimbursement	49,928.00
Permits	81,400.00
Miscellaneous revenue	31,400.00
Funds anticipated available -12/31/2020	\$1,108,950.00
Total 2021 revenue funds available for budget	\$2,209,423.00

2021 Budget Expenses

Legislative expenses	\$ 304,297.00
Fire & ambulance	80,500.00
Zoning, Planning	105,650.00
Emergency Management, Health, Welfare	12,550.00
Roads	349,980.00
Parks, recreation, community	30,600.00

Employees, benefits	<u>212,673.00</u>
Total budgeted expenses	\$1,096,250.00
Anticipated remaining funds 12/31/2021	<u>1,113,173.00</u>
	\$2,209,423.00

The prepared budget will be on the November 18, 2020 meeting agenda for approval.

ADJOURNMENT

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

The meeting was adjourned at 9:45 PM.

Secretary