



**WARRINGTON BOARD OF SUPERVISORS  
BUDGET WORK SESSION  
MINUTES FOR OCTOBER 16, 2018**

**The written minutes are a summary of the October 16, 2018 Board of Supervisors Budget Work Session meeting. For a complete dialog visit the Township's website, [www.warringtontownship.org](http://www.warringtontownship.org).**

**ATTENDANCE**

Shirley A. Yannich, Chair; Fred R. Gaines, Vice Chair; Carol T. Baker, Member; Eileen Albillar, Member; and Ruth L. Schemm, Member. Staff present was Barry P. Luber, Township Manager; Barbara J. Livrone, Executive Assistant to the Township Manager/Board Secretary; Cassandra Williams, Director of Finance; Chief of Police Dan Friel; Leslie Frescatore, Human Resources Manager; Lee Greenberg, Director of Emergency Services and Christian Jones, Director of Water and Sewer Department.

**CALL TO ORDER:** Ms. Yannich called the meeting to order at 6:00 P.M.

**PLEDGE OF ALLEGIANCE**

Ms. Yannich followed the Call to Order with a pledge to the flag.

**EXECUTIVE SESSION REPORT**

Ms. Yannich stated an executive session was not held.

**WORK SESSION ITEMS:**

**Request for New Positions**

Ms. Yannich reported that the following department heads submitted their proposals for additional personnel:

- Emergency Services
- Human Resources (requesting part-time to full-time position)
- Park and Recreation (part-time Director)
- Police
- Water and Sewer

Lee Greenberg, Director of Emergency Services submitted his request to adjust two full-time salaries and convert three part-time shifts to two full-time positions.

Leslie Frescatore, Human Resources Manager requested for this position to be changed from part-time to a full-time position.

Barry Luber, Township Manager requested a part-time Park and Recreation Director.

Chief Dan Friel requested to hire an additional patrol officer for 2019 and replace an officer that has a planned retirement in 2019.

Christian Jones, Director of Water and Sewer requested to hire an additional operator and replace an operator who resigned.

2017 Budget – 5 Year Outlook for General Fund

Ms. Williams presented the Board with a review of the general fund for a five (5) Year Financial Forecast.

Mr. Gaines questioned why the Public Works Department did not ask for additional personnel. Mr. Luber stated that the director is satisfied with the personnel that he presently has working for the department.

Mr. Gaines discussed the idea of hiring a part-time public relations employee, or a consultant. Mr. Luber stated that Ms. Wilson, who works for the Code Enforcement Department, has a degree in Communications and currently does some communications for the township.

Mr. Gaines requested a backup person for the Planning and Zoning Department. Mr. Luber said currently, CKS Engineers fills in when the Planning Director and Zoning Officer is out of the office.

Ms. Yannich requested a plan for succession when an employee retires.

Ms. Baker requested an explanation of additional space at the township building when renovations take place. Mr. Luber stated when the Code Department moves from the basement to the Police Department, there will be additional space in the basement for files.

Mr. Luber stated for 2019, the security issue at the administration building and the HVAC will be addressed for both items.

Before the next budget work session, Ms. Yannich requested a history of tax increases for Warrington Township over the last few years.

There were no decisions made during the October 16, 2018 Budget Work Session.

**NEXT SCHEDULED MEETING TUESDAY, OCTOBER 23, 2018 @ 6:00 PM.**

**ADJOURNMENT**

There being no further business, Ms. Yannich motioned to adjourn the meeting at 8:40 p.m. All were in favor.

Respectfully Submitted By:

  
Barbara J. Livrone, Board Secretary