



**WARRINGTON BOARD OF SUPERVISORS
MINUTES FOR ORGANIZATION MEETING**

JANUARY 4, 2021 – 7:00 P.M.

The written minutes are a summary of the January 4, 2021 Board of Supervisors meeting. For a complete dialog visit the Township's website, www.warringtontownship.org.

Due to the increase in COVID-19 cases, this meeting and all future meetings will only be available to the public by video conferencing (Zoom). The recorded meeting can be viewed the day after through the Township's website, www.warringtontownship.org

ATTENDANCE VIA VIDEO CONFERENCING (ZOOM)

Supervisors Fred R. Gaines, Ruth L. Schemm, Eileen Albillar and Mark E. Lomax. Staff present was Barry P. Luber, Township Manager; Christian Jones, Assistant Township Manager and Barbara J. Livrone, Executive Assistant to the Township Manager/Board Secretary.

1. CALL TO ORDER

Mr. Luber called the meeting to order at 7:00 PM. Mr. Luber stated the Organization meeting is scheduled the first Monday of the New Year, in accordance with the Second Class Township Code.

Following is a listing of people who attended the January 4, 2021 Board of Supervisors Reorganization meeting via Zoom:

- Carol T. Baker
- William M. Connolly
- Seth Gansman
- Ivy Ross
- Shirley Yannich

This meeting was properly advertised in the newspaper on December 28, 2020.

2. PLEDGE OF ALLEGIANCE

Mr. Luber followed the Call to Order with a Pledge of Allegiance.

3. BOARD ORGANIZATION

Mr. Luber asked for nominations for Chair of the Board of Supervisors.

- a.** Election of Chair: Ms. Schemm nominated Mr. Gaines as Chair. Ms. Albillar seconded the nomination. All were in favor and the nomination passed 4-0.

Mr. Gaines asked for nominations for Vice Chair of the Board of Supervisors

- b.** Election of Vice Chair: Ms. Albillar nominated Ms. Schemm as Vice Chair. Mr. Lomax seconded the nomination. All were in favor and the nomination passed 4-0.

4. RESIGNATION OF CAROL T. BAKER AS SUPERVISOR

- a. Consider adoption of Resolution 2021-R-01.

Mr. Gaines announced Carol T. Baker resigned as supervisor effective December 31, 2020.

Mr. Gaines motioned, seconded by Ms. Albillar to accept the resignation of Carol T. Baker as supervisor effective December 31, 2020. All were in favor and the motion passed 4-0.

Mr. Gaines read Resolution 2021-R-01. The Resolution was passed under Agenda Item #11.

5. CONSIDER APPOINTMENT BY BOARD OF SUPERVISORS FOR A REPLACEMENT TO COMPLETE ONE (1) YEAR TERM LEFT BY CAROL T. BAKER

- a. Election of New Supervisor.

Mr. Gaines requested nominations to replace Carol T. Baker to complete one (1) year remaining term.

Ms. Schemm motioned to nominate William M. Connolly, Vice Chair of the Planning Commission, to fulfill Carol T. Baker's term which expires December 31, 2021. The motion was seconded by Ms. Albillar. By roll call vote, the motion passed 4-0.

Public Comment:

Seth Gansman (903 Bentley Court) asked if a member of the Board of Supervisors can also serve on the Planning Commission. Mr. Gaines stated according to the Municipal Planning Code and Second Class Township Code, a member of the supervisors can also serve on the Planning Commission.

6. ANNOUNCEMENTS

- a. Meeting of the Township Elected Auditors: January 5, 2021

Mr. Gaines announced the township's elected auditors will hold their annual meeting on January 5, 2021 in accordance with the Second Class Township Code. This meeting was advertised December 28, 2020.

- b. Next Regular Meeting of the Board of Supervisors: January 12, 2021

Mr. Gaines announced the first regular Board of Supervisors meeting in 2021 will be held on January 12, 2021. This meeting was advertised December 28, 2020.

7. APPROVAL OF BILL LIST:

- a. December 9, 2020 – December 31, 2020: \$ 1,149,942.22.

Ms. Albillar motioned, seconded by Ms. Schemm to approve the December 9, 2020 to December 31, 2020 Bill List in the amount of \$1,149,942.22. All were in favor and the motion passed 4-0.

8. PUBLIC COMMENT: *(The Board will hear from any interested resident or taxpayer who would like to comment on an item not on this evening's agenda)*

There was no public comment.

9. APPOINTMENTS IN ACCORDANCE WITH THE SUNSHINE LAW:

a. Appointment of Township Solicitor through December 31, 2021.

Mr. Gaines motioned, seconded by Ms. Schemm to appoint Clemons Richter & Reiss, PC, i.e., Terry W. Clemons, Esquire, as Township Solicitor through December 31, 2021. All were in favor and the motion passed 4-0.

b. Appointment of "Back-up Solicitor" when a conflict of interest arises through December 31, 2021.

Mr. Gaines motioned, seconded by Ms. Schemm to appoint Curtin and Heefner, LLP as "Back-up Solicitor" through December 31, 2021.

c. Appointment of Township Engineer through December 31, 2021.

Mr. Gaines motioned, seconded by Mr. Lomax to appoint CKS Engineers, Inc. as Township Engineer through December 31, 2021. All were in favor and the motion passed 4-0.

d. Appointment of Township Zoning Officer through December 31, 2021.

Mr. Gaines motioned, seconded by Ms. Schemm to appoint Roy Rieder as Township Zoning Officer through December 31, 2021. All were in favor and the motion passed 4-0.

e. Appointment of Township Assistant Zoning Officer through December 31, 2021.

Mr. Gaines motioned, seconded by Ms. Albillar to appoint Christian Jones as Township Assistant Zoning Officer through December 31, 2021. All were in favor and the motion passed 4-0.

f. Appointment of Township Secretary.

Mr. Gaines motioned, seconded by Ms. Schemm to appoint Barbara Livrone as Township Secretary through December 31, 2021. All were in favor and the motion passed 4-0.

g. Appointment of Township Treasurer.

Mr. Gaines motioned, seconded by Ms. Albillar to appoint John Marcarelli as Township Treasurer through December 31, 2021. All were in favor and the motion passed 4-0.

h. Appointment of Certified Public Accountant through December 31, 2021 for a fixed fee of \$33,500.00.

Mr. Gaines motioned, seconded by Ms. Schemm to appoint Zelenkofske Axelrod LLC as the Township's Certified Public Accountant through December 31, 2021 for a fixed fee of \$33,500.00. All were in favor and the motion passed 4-0.

i. Appointment of Suburban Lighting Consultant through December 31, 2021.

Mr. Gaines motioned, seconded by Mr. Lomax to appoint Ron Smith, Suburban Lighting Consultant through December 31, 2021. All were in favor and the motion passed 4-0.

- j. Appointment of Keystone Municipal Services through December 31, 2021 and approve Professional Services Agreement.

Mr. Gaines motioned, seconded by Ms. Albillar to appoint Keystone Municipal Services through December 31, 2021 and approve the Professional Services Agreement. All were in favor and the motion passed 4-0.

- k. Appointment of Portnoff Law (W/S Delinquent Collections) through December 31, 2021. (see 2020 Fee Schedule)

Mr. Gaines motioned, seconded by Ms. Schemm to appoint of Portnoff Law (W/S Delinquent Collections) through December 31, 2021. All were in favor and the motion passed 4-0.

- l. Appointment of Natural Lands Trust through December 31, 2021.

Ms. Albillar requested clarification of the appointment. Natural Lands Trust is hired by contract per project.

- m. Appointment of Solicitor to Building Code Appeals Board.

Mr. Gaines motioned, seconded by Ms. Schemm to appoint Curtin and Heefner, LLP, as Solicitor to Building Code Appeals Board through December 31, 2021. All were in favor and the motion passed 4-0.

- n. Appointment of Curtin and Heefner, LLC, for Bond Counsel through December 31, 2021.

Mr. Gaines motioned, seconded by Mr. Lomax to appoint Curtin and Heefner, LLP, as Bond Counsel through December 31, 2021. All were in favor and the motion passed 4-0.

- o. Appointment of Concord Public Finance for Finance Consultants through December 31, 2021.

Mr. Gaines motioned, seconded by Ms. Albillar to appoint Concord Public Finance for Finance Consultants through December 31, 2021. All were in favor and the motion passed 4-0.

- p. Appointment of Voting Delegate for 2021 PSATS Conference.

Mr. Gaines motioned, seconded by Ms. Schemm to appoint Ms. Albillar as voting delegate to the 2021 PSATS Conference. All were in favor and the motioned passed 4-0.

- q. Authorize attendance to 2021 PSATS Conference.

Mr. Gaines motioned, seconded by Mr. Lomax to authorize Mr. Gaines, Mr. Lomax, Ms. Albillar and Mr. Connolly to attend the 2021 PSATS Conference. Mr. Gaines authorized Mr. Lubert to choose staff to attend. All were in favor and the motion passed 4-0.

10. NON-COMPENSATORY INDIVIDUAL APPOINTMENT'S TERMS THAT EXPIRED 12.31.20 AND HAVE AGREED TO CONTINUE SERVING ANOTHER TERM:

Mr. Gaines motioned, seconded by Mr. Lomax to approve the appointments of the non-compensatory individual terms that expired December 31, 2020 and the appointments have agreed to continue to serve another term. All were in favor and the motion passed 4-0.

- a. **Buildings Code Appeals Board**: consisting of six (6) members; five (5) year term.

Name of Member	Expiring Term	New Term Expires
Matthew J. Piotrowski	12.31.2020	12.31.2025
Larry Siefken	12.31.2020	12.31.2025

- b. **Communications Advisory Board**: consisting of five (5) members; three (3) year term.

Name of Member	Expiring Term	New Term Expires
Michael Starner	12.31.2020	12.31.2023
James Calore	12.31.2020	12.31.2023
Thomas Whelans	12.31.2020	12.31.2023
Curt Wise	12.31.2020	12.31.2023

- c. **Environmental Advisory Council**: consisting of seven (7) members and eight (8) alternates for a five (5) year term.

Name of Member	Expiring Term	New Term Expires
Ivy Ross	12.31.2020	12.31.2025

- d. **Historic Commission**: consisting of seven (7) members for a three (3) year term.

Name of Member	Expiring Term	New Term Expires
Dr. Connie Ace	12.31.2020	12.31.2023
Shu-I Tu	12.31.2020	12.31.2023

- e. **Open Space and Land Preservation Committee**: consisting of seven (7) members; alternating three (3) year terms.

Name of Member	Expiring Term	New Term Expires
T.R. Vince Evans	12.31.2020	12.31.2023
Vacancy from Bike & Hike Trails Committee	12.31.2020	12.31.2023

- f. **Park and Recreation Board**: consisting of seven (7) members for a five (5) year term.

Name of Member	Expiring Term	New Term Expires
Carol Rice	12.31.2020	12.31.2025

- g. **Pension Board**: consisting of eight (8) members for a one (1) year term.

Name of Member	Expiring Term	New Term Expires
Chairperson of Supervisors	12.31.2020	12.31.2021
Member of Supervisors	12.31.2020	12.31.2021
Township Manager	12.31.2020	12.31.2021
Finance Director	12.31.2020	12.31.2021
Amy Organek, Non-Uniform Employee	12.31.2020	12.31.2021
Joseph Kirby, Resident	12.31.2020	12.31.2021
Michael Simone, Resident	12.31.2020	12.31.2021
Vacancy, Resident	12.31.2020	12.31.2021
Dan Sadowski , Police (Alternate)	12.31.2020	12.31.2021
Kenneth Hawthorn, Police (Primary)	12.31.2020	12.31.2021

- h. **Planning Commission:** consisting of seven (7) members for a four (4) year term.

Name of Member	Expiring Term	New Term Expires
T.R. Vincent Evans	12.31.2020	12.31.2024
William Connolly	12.31.2020	12.31.2024

- i. **Vacancy Board:** Appointment of one (1) member to fill any vacancy on the BOS when a third vote is needed on a candidate who wishes to fill a vacant position and carry out a term as a member of the BOS.

Name of Member	Expiring Term	New Term Expires
Carol Rice	12.31.2020	12.31.2021

- j. **Veteran Affairs Committee:** consisting of seven (7) members. Three members serve for a three (3) year term and four members serve for a two (2) year term.

Name of Member	Expiring Term	New Term Expires
Vacancy (Replace Alternate Joan Klein)	12.31.2020	12.31.2023

- k. **Zoning Hearing Board:** consisting of five (5) members for a five (5) year term.

Name of Member	Expiring Term	New Term Expires
Frank Shelly	12.31.2020	12.31.2025

11. RESOLUTIONS AND MOTIONS:

Mr. Gaines motioned, seconded by Mr. Lomax to approve Resolutions and Motions agenda items A through L. All were in favor and the motion passed 4-0.

- a. Consider adoption of Resolution 2021-R-01 to recognize Carol T. Baker for serving five (5) years as Township Supervisor.
- b. Consider adoption of Resolution 2021-R-02 to continue all Tax Ordinances/Resolutions in force during 2021 and prior years pursuant to Section 4 of the Local Tax Enabling Act and all other ordinances and resolutions adopted.
- c. Consider adoption of Resolution 2021-R-03 to authorize the Township Manager, at his discretion, to pay payroll and appropriate invoices to avoid unnecessary penalties, late fees, or interest. Bills paid by this procedure shall be presented at the next regular meeting for subsequent approval. Any invoice or payment that exceeds \$75,000 must be presented to the Board of Supervisors Chair, Treasurer or Finance Director for signatures. The Finance Director or his/her designee shall prepare the appropriate signatures page(s) for the bill list for approval at the next regular Board of Supervisors meeting.
- d. Consider adoption of Resolution 2021-R-04 setting the 2021 Bond amounts:
 - i. Manager's Bond in the amount of: \$1,000,000
 - ii. Finance Director in the amount of: \$1,000,000
 - iii. Assistant Finance Director in the amount of: \$1,000,000
 - iv. Township Secretary in the amount of \$1,000,000.

- e. Consider motion to approve the following depositories for Warrington Funds during 2021:
 - i. Fulton Bank
 - ii. TD Bank
 - iii. Huntingdon Valley Bank
 - iv. BB&T
 - v. Pennsylvania Local Government Investment Trust (PLGIT)
 - vi. Uninvest
 - vii. Santander
- f. Consider adoption of Resolution 2021-R-05 establishing Township Fee Schedule.
- g. Consider adoption of Motion establishing 2021 Regular Meeting Schedule.
- h. Consider adoption of Motion establishing 2021 Holiday Schedule for Township Building.

DATE	HOLIDAY
Friday, January 1, 2021	New Year's Day
Monday, January 18, 2021	Martin Luther King, Jr. Day
Monday, February 15, 2021	Presidents' Day
Monday, May 31, 2021	Memorial Day
Monday, July 5, 2021	Observance of Independence Day (7/4)
Monday, September 6, 2021	Labor Day
Thursday, November 25, 2021	Thanksgiving Day
Friday, November 26, 2021	Day After Thanksgiving
Friday, December 24, 2021	Christmas Eve
Monday, December 27, 2021	Christmas Day (Sat., 12.25.21)

- i. Consider adoption of Motion to adopt the 2021 IRS mileage reimbursement rate of \$ 0.56 per mile.
- j. Consider adoption of Resolution 2021-R-06 establishing 2021 Interest Rate for Liens and Agreements.
- k. Consider Board of Supervisors Liaisons to various volunteer boards/committees/councils; Township departments and Township committees.
- l. Consider adoption of Resolution 2021-R-07 appointing Frank Shelly to Zoning Hearing Board.

12. SUPERVISORS COMMENTS

Ms. Albillar welcomed everyone to 2021, thanked staff for working through the 2020 COVID-19 pandemic and thanked all the volunteers for serving on the various boards and commissions.

Mr. Lomax welcomed Mr. Connolly as a supervisor. Mr. Lomax thanked former supervisor, Carol T. Baker for her years of service. Mr. Lomax also thanked township staff, volunteers and Emergency Services personnel.

Ms. Schemm, on behalf of the Fireworks Ad Hoc Committee, stated the committee will be holding a contest for the creation of educational flyers by Warrington Township residents (and students who attend schools in Warrington). The contest and creation of the Fireworks Ad Hoc Committee is posted to the township's website, listed under Hot Topics.

Mr. Gaines thanked the Board of Supervisors for their support and for Carol T. Baker, who helped implement the Township's Comprehensive Plan.

Mr. Luber presented "Fireworks Alert" signs that will be placed at strategic places within the Township.

13. ADJOURNMENT

Mr. Lomax motioned, seconded by Ms. Albillar to adjourn the meeting at 7:40 PM.

Respectfully submitted by:


Barbara J. Livrone