



## WARRINGTON BOARD OF SUPERVISORS MINUTES FOR ORGANIZATION MEETING

JANUARY 3, 2022 – 7:00 P.M.

The written minutes are a summary of the January 3, 2021 Board of Supervisors meeting. For a complete dialog visit the Township's website, [www.warringtontownship.org](http://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](http://www.warringtontownship.org)

### ATTENDANCE VIA VIDEO CONFERENCING (ZOOM)

Supervisors Fred R. Gaines, Ruth L. Schemm, Eileen Albillar. Staff present was Barry P. Luber, Township Manager; Christian Jones, Assistant Township Manager, Jen Fielding, Executive Assistant to the Township Manager/Board Secretary and Laura Koshy, Administrative Assistant.

#### 1. CALL TO ORDER

Mr. Luber called the meeting to order at 7:05 PM. Mr. Luber stated the Organization meeting is scheduled the first Monday of the New Year, in accordance with the Second Class Township Code. With it being the federal holiday, this year's meeting was scheduled for Tuesday, January 3, 2023.

#### 2. PLEDGE OF ALLEGIANCE

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

There were a total of 15 people who attended this meeting in person and via Zoom.

#### 3. SWEARING IN: *None at this time*

#### 4. BOARD ORGANIZATION

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

- a. Election of Chair: Mr. Gaines nominated Ms. Albillar as Chair. Ms. Schemm seconded the nomination. Mr. Diorka in favor; Ms. Schemm in favor; Ms. Albillar abstained; Ms. Maurer in favor; Mr. Gaines in favor. The Motion passed 4 in favor; none opposed; 1 abstention. (Abstention was not to vote for herself.)

Ms. Albillar asked for nominations for Vice Chair of the Board of Supervisors

- b. Election of Vice Chair: Ms. Albillar nominated Mr. Gaines as Vice Chair. Ms. Schemm seconded the nomination. Mr. Diorka abstained; Mr. Gaines in favor; Ms. Maurer abstained; Ms. Schemm in favor; Ms. Albillar in favor. The Motion passed 3 votes in favor; none against; 2 abstentions. (The abstentions were due to an unwillingness to work with the opposite party.)

**5. ANNOUNCEMENTS**

- a. Meeting of the Township Elected Auditors: January 4, 2023
- b. Next Regular Meeting of the Board of Supervisors: January 10, 2023
- c. Special Meeting of the Board of Supervisors: January 17, 2023

**6. APPROVAL OF BILL LIST:**

- a. December 15, 2023 – December 31, 2023: \$1,090,473.74.

Ms. Schemm made a Motion to approve the Bill List from December 15, 2023 – December 31, 2023 in the amount of \$1,090,473.74; Mr. Diorka seconded. All in favor, the Motion passed 5-0.

- 7. 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)*

**Ernest Montello, 2117 Georges Lane**  
Salary related to tax increase

**8. APPOINTMENTS- Please consider for approval the following appointments:**

Ms. Albillar asked if anyone would like to pull any item out.

Mr. Gaines made a Motion to approve all appointments from a – q; Ms. Maurer seconded. All in favor, the Motion passed 5-0.

- a. **Appointment of Doreen Curtin, Township Zoning Officer through December 31, 2023.**
- b. **Appointment of Christian Jones, Township Deputy Zoning Officer through December 31, 2023.**
- c. **Appointment of Jeannine Fielding, Township Secretary.**
- d. **Appointment of Peter Kim, Township Treasurer.**
- e. **Appointment of Clemons, Richter & Reiss, Township Solicitor through December 31, 2023.**
- f. **Appointment of Curtin & Heefner, “Back-up Solicitor” when a conflict of interest arises through December 31, 2023.**
- g. **Appointment of CKS Engineers, Township Engineer through December 31, 2023.**
- h. **Appointment of Premier Technologies, LLC, IT Consultant, through December 31, 2023.**
- i. **Appointment of Zelenkofske Axelrod, LLC, Certified Public Accountant, through December 31, 2023 for a fixed fee of \$31,930.00.**

- j. **Appointment of Suburban Lighting Consultant, Lighting Consultant through December 31, 2023.**
- k. **Appointment of Keystone Municipal Services, Code Consultant, through December 31, 2023 and approve Professional Services Agreement.**
- l. **Appointment of Portnoff Law, Debt Collections, through December 31, 2023.**
- m. **Appointment of Curtin & Heefner, Solicitor to Building Code Appeals Board.**
- n. **Appointment of Curtin and Heefner, Bond Counsel through December 31, 2023.**
- o. **Appointment of Concord Public Finance, Finance Consultants through December 31, 2023.**
- p. **Appointment of McMahon Associates, Township Traffic Engineer, through December 31, 2023.**
- q. **Appointment of Eckert Seamans, Township Labor Attorney, through December 31, 2023.**

**9. APPOINTMENTS, AUTHORIZATIONS and APPROVALS- Please consider the following for Appointment and approval:**

- a. **Appointment of Voting Delegate for 2023 PSATS Conference.**

Ms. Albillar asked if anyone would like to be the Voting Delegate for the 2023 PSATS Conference.

Mr. Diorka nominated Ms. Albillar as the Voting Delegate for the 2023 PSATS Conference; Ms. Schemm seconded. All in favor, the Motion passed 5-0.

- b. **Appointment of Board of Supervisors Liaisons to various volunteer boards/committees/councils, Township departments.**

Ms. Albillar made the following recommendations for liaisons to volunteer boards/committees and Township departments:

<b>Supervisor</b>	<b>Department</b>	<b>Committee</b>
Eileen Albillar	Administration/Finance	Veteran's Affairs
Fred Gaines	Police	Bike and Hike, Planning Commission
Ruth Schemm	Emergency Services	EAC, Open Space and Land Preservation, Historical Commission, Special Equestrians
Mike Diorka	Parks and Recreation	Swim Club, Parks and Recreation
Vanessa Maurer	Public Works	Pension Advisory Board, Communications Advisory Board, Ms. Maurer expressed an

		interest in staying abreast of Special Equestrians. Ms. Schemm will keep her informed and include her, when applicable.

Mr. Gaines made a Motion to approve the recommended liaisons to departments; Ms. Schemm seconded. All in favor, the Motion passed 5-0.

Mr. Gaines made a Motion to approve the recommended liaisons to committees and boards; Ms. Schemm seconded. All in favor, the Motion passed 5-0

**c. Approval of hourly rate for Solicitor to Zoning Hearing Board at \$210 an hour through December 31, 2023.**

Mr. Gaines made a Motion to approve the hourly rate for Solicitor to Zoning Hearing Board at \$210 an hour through December 31, 2023; Mr. Diorka seconded. All in favor, the Motion passed 5-0.

**d. Authorize attendance to 2023 PSATS Conference.**

Ms. Albillar made a Motion to authorize the Board of Supervisors and appropriate staff members to attend the 2023 PSATS Conference; Mr. Diorka seconded. All in favor, the Motion passed 5-0.

**10. Consent Agenda – Please consider for approval the following non-compensatory individual appointments to the following Boards, Committees and Commissions whose terms expired 12.31.2022 and have agreed to continue serving another term:**

Ms. Albillar asked if anyone would like to pull an item out.

**Item j. Remove Carol Rice and Add Thom Mangan**

**Item k. Remove Peter Scott and add Vacancy.**

**Item l. Add Harry Chess 12/31/27**

Ms. Schemm made a Motion to approve items j, k, l; Mr. Diorka seconded. Mr Gaines voted yes; Ms. Schemm voted yes; Ms. Albillar voted yes; Ms. Maurer abstained; Mr. Diorka abstained. The Motion passed 3 votes for; none against; and 2 abstentions. (The abstentions were due to not being given prior knowledge of Mr. Thom Mangan’s information for Vacancy Board position).

**a. Buildings Code Appeals Board: consisting of five (5) members and Solicitor; five (5) year term.**

Name of Member	Expiring Term	New Term Expires
Vacancy		

[no expiring terms]

**b. Bike and Hike Trail Committee: consisting of seven (7) members; 1, 2, 3, 4 & 5 year term.**

Name of Member	Expiring Term	New Term Expires
Lynette Schiavoni	12.31.2022	12.31.2027

Vacancy		
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- c. **Communications Advisory Board**: consisting of five (5) members for three (3) year terms

Name of Member	Expiring Term	New Term Expires
[no expiring terms]		

- d. **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
Nicholas Weremeychik	12.31.2022	12.31.2027
Adele Weremeychik	12.31.2022	12.31. 2027
Alternate Member Vacancy		
Alternate Member Vacancy		

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

Name of Member	Expiring Term	New Term Expires
Kathy Newcomb	12.31.2022	12.31.2025

- f. **Open Space and Land Preservation Committee**: consisting of nine (9) members; alternating three (3) year terms.

Name of Member	Expiring Term	New Term Expires
Ivy Ross	12.31.2022	12.31.2025
William Connolly	12.31.2022	12.31.2025
Kathy Newcomb (Historical Comm Rep to OSLP)	12.31.2022	12.31.2025
Sharon Kaszan	12.31.2022	12.31.2025
Barbara Brown	12.31.2022	12.31.2025
Rick Weiss (Parks and Rec Rep to OSLP)	12.31.2022	12.31.2025
Fred Suffian	12.31.2022	12.31.2025
Vacancy		
Vacancy		

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

Name of Member	Expiring Term	New Term Expires
[no expiring terms]		

- h. **Pension Board**: consisting of nine (9) members for a one (1) year term.

Name of Member	Expiring Term	New Term Expires
Chairperson of Board of Supervisors	12.31.2022	12.31.2023
Member from Board of Supervisors	12.31.2022	12.31.2023

Warrington Township Manager	12.31.2022	12.31.2023
Warrington Township Finance Director	12.31.2022	12.31.2023
Amy Organek, Non-Uniform Employee	12.31.2022	12.31.2023
Kenneth Hawthorn, Police (Primary)	12.31.2022	12.31.2023
Alex Moldavskly, Police (Alternate)	12.31.2022	12.31.2023
Joseph Kirby, Resident	12.31.2022	12.31.2023
Michael Thom, Resident	12.31.2022	12.31.2023
Vacancy- Resident		

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

Name of Member	Expiring Term	New Term Expires
[no expiring terms]		

- j. **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	12.31.2022	12.31.2023

- k. **Veteran Affairs Committee:** consisting of ten (10) members. Members serve for a three (3) year term.

Name of Member	Expiring Term	New Term Expires
Peter Scott	12.31.2022	12.31.2025
Vincent Valinotti	12.31.2022	12.31.2025
Vacancy		
Vacancy		
Vacancy		
Vacancy		

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

Name of Member	Expiring Term	New Term Expires
Kenneth Lawlor (Alternate)	12.31.2022	12.31.2027

## 11. Consent Agenda – RESOLUTIONS AND MOTIONS:

Ms. Albillar asked if anyone wanted to pull anything out.

Item a. April 25<sup>th</sup> - cancel this meeting for PSATS; December 26<sup>th</sup> – cancel this meeting

Mr. Gaines made a Motion to approve items a-j; Ms. Schemm seconded. The Motion passed 5-0.

- a. Consider adoption of Motion establishing 2023 Regular Meeting Schedule.
- b. Consider adoption of Motion establishing 2023 Holiday Schedule for Township Building.

- c. Consider Motion to adopt the 2023 IRS mileage reimbursement rate of \$ 0.625 per mile (pending official IRS Announcement).
- d. Consider motion to approve the following depositories for Warrington Funds during 2023:
  - i. Fulton Bank
  - ii. TD Bank
  - iii. Huntingdon Valley Bank (HVB)
  - iv. BB&T
  - v. Pennsylvania Local Government Investment Trust (PLGIT)
  - vi. Uninvest
  - vii. Santander
  - viii. Penn Community Bank
- e. Consider adoption of Resolution 2023-R-01 to continue all Tax Ordinances/Resolutions in force during 2023 and prior years pursuant to Section 4 of the Local Tax Enabling Act and all other ordinances and resolutions adopted.
- f. Consider adoption of Resolution 2023-R-02 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 and Treasurer for signatures. The Treasurer 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.
- g. Consider adoption of Resolution 2023-R-03 setting the 2023 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.
- h. Consider adoption of Resolution 2023-R-04 establishing Township Fee Schedule.
- i. Consider adoption of Resolution 2023-R-05 establishing 2023 Interest Rate for Liens and Agreements.
- j. Consider adoption of Resolution 2023-R-06 2023 Tax Millage

## 12. SUPERVISORS COMMENTS

**Mr. Diorka** – 1) Feasibility Study for the pool design will have some milestone dates to report soon, including timeline and an update; 2) Traffic study when will it be presented? Mr. Luber responded January 10<sup>th</sup> meeting; 3) Smoking and vaping shops – is there anything to review or discuss about these business? 4) Walkable community care for sidewalks – who is managing the trails? Mr. Luber will

research with our insurance company if someone is on the trails during inclement weather if they have not been plowed.

**Ms. Schemm** - none

**Mr. Gaines** - 1) Once the Traffic Handbook is created, would like to create a traffic committee including residents; 2) Fire House 78 expansion is going to cost several million dollars – would like to recommend an Ad Hoc Committee with residents, staff and the Board to consider all options; 3) As we get closer to the end of the Feasibility Study for the pool would like to see a construction committee to review quality, budget, schedule, etc.

**Ms. Maurer** – Looking forward to 2023.

**Ms. Albillar** - 1) There was an Executive Session to discuss police personnel matter; 2) Thanked Mr. Gaines for his leadership in 2022 as Chair; 3) Thanked the Board for their confidence in voting her Chair; 4) Thanked all the volunteers for Warrington Township who serve on our committees and boards.

### 13. ADJOURNMENT

The meeting was adjourned at 7:45pm.

Respectfully submitted by:

  
Jeannine Fielding