

**WARWICK TOWNSHIP BOARD OF SUPERVISORS AGENDA
REORGANIZATION MEETING
JANUARY 3, 2022**

SWEARING IN OF NEW SUPERVISOR JEREMY STRATHMEYER

CALL TO ORDER- 7:00 P.M. - Acting Chairperson Kenneth Eshleman

TEN MINUTE GUEST RECOGNITION:

COMMUNICATIONS:

- a. WESC 2017-2022 Volunteer Membership Report
- b. Rothsville Fire Company November, 2021 Report

ELECTION OF OFFICERS FOR 2022:

- a. Chairman (conducts remainder of meeting)
- b. Vice-Chairman

SUPERVISORS & APPOINTED STAFF AUTHORIZED TO SIGN DISBURSEMENT/PAYROLL CHECKS:

- a. Chairperson
- b. Vice-Chairperson
- c. Manager/Secretary
- d. Assistant Secretary
- e. Assistant Treasurer

CERTIFY CONFERENCE DELEGATE AND ALTERNATE DELEGATE TO THE STATE CONFERENCE

PSATS Conference April 24th-27th - attendance at conference

**AUTHORIZATION FOR PAYMENT OF PAYROLLS/BILLS PRIOR TO MEETING APPROVALS-
RESOLUTION No. 01-03-22-01**

LIAISON RESPONSIBILITIES FOR THE FOLLOWING AREAS: *current membership

- a. Administration - *Eshleman
- b. Public Works - Strathmeyer
- c. Police Department – Strathmeyer
- d. Planning Commission - *Gutshall
- e. Zoning Hearing Board - *Eshleman
- f. Municipal Authority - *Tennis
- g. Recreation Advisory Committee – Kauffman
- h. WESC - *Tennis

APPOINTMENTS- Resolution No. 01-03-22-02:

- a. Brian Harris, Township Secretary/Treasurer/Manager/Right to Know Officer
- b. Patrick Barrett, Assistant Manager
- c. Barbara Kreider, Assistant Secretary
- d. Lynn Reapsome, Assistant Treasurer
- e. Laura Bowman, Human Resources and Deputy Tax Collector
- f. Thomas Zorbaugh, Zoning Officer & Building Code Official (BCO)
- g. Billy Clauser, Assistant Zoning Officer
- h. Jason Minnich, Roadmaster/Public Works Supervisor
- i. WESC Fire Commissioner and Warwick Township Emergency Management Coordinator, Duane Ober
- j. WESC Assistant Administrator, Brett Fasnacht
- k. Morgan, Hallgren, Crosswell, & Kane; William C. Crosswell, Esq., Township Solicitor
- l. Neil Albert, Attorney at Law- Zoning Hearing Board Solicitor
- m. Alternate Zoning Hearing Board Solicitor(s)- Attorney Jennifer Mejia, Attorney Dwight Yoder, Attorney Matthew Creme
- n. ELA Group, Inc., Chuck Haley, Township Engineer
- o. Darrell Becker, ARRO Engineering, Alternate Township Engineer
- p. Brandywine Conservancy- Township Consultant

- q. PA Local Government Investment Trust, Depository
-Fulton Bank, Temporary Depository
- r. Vacancy Board- Gary Lefever
- s. Municipal Authority (Five Year Term)
Brent Kreider-12/31/2026 (for Ed Stone)
- t. Planning Commission (Four Year Term)
Dale Keeney -12/31/2023 (Kenneth Kauffman unfilled term)
Thomas Zug - 12/31/2025
Craig Kimmel - 12/31/2025
Bob Kornman, Alternate-12/31/2022
- u. Zoning Hearing Board (Five Year Term)
Dane St. Clair-12/31/2026
Chris Martin, Alternate--12/31/2022
- v. Third Party Inspection Services:
Associated Building Inspections, Inc.
Building Inspection Underwriters
Code Administrators
Commonwealth Code
- w. UCC Appeals Board
Don Engle-12/31/2022
Gary Lefever, alternate-12/31/2022
- x. Recreation Advisory Committee
Nate Oehme-12/31/2025
Jennifer Henry-12/31/2022 (Ed Stone unfulfilled term)
Ron Stief-WRRC Director (1 year)-12/31/2022
- y. Len Spencer- Sewage Enforcement Officer
- z. Trout CPA, Appointed Auditor
- aa. LCTCB representative- Brian Harris
- bb. NLCRPC- Jeremy Strathmeyer

COMMITTEE/COMMISSION ASSIGNMENTS: *current membership

- a. Regional Strategic Coordinating Committee- Kenneth Kauffman/*Kenneth Eshleman/Kelly Gutshall
- b. Regional Economic Development Committee- *Kenneth Eshleman
- c. Regional Transportation Committee- *Jeffrey Tennis/Kelly Gutshall
- d. Police Pension Committee- *David Kramer (citizen representative)
- e. WRRC- Kenneth Kauffman/Kelly Gutshall
- f. WESC- *Jeff Tennis

OTHER BUSINESS TO COME BEFORE THE BOARD

- a. Consider Resolution 01-03-22-03 declaring the Township's intent to follow the procedures for disposition of records as set forth in the Municipal Records Manual approved on 12/16/2008 and amended on 7/23/2009
- b. Consider Resolution 01-03-22-04 to authorize the Township Manager/Township Secretary to Execute Documents on Behalf of the Township and to Act as Project Coordinator
- c. Consider Resolution 01-03-22-05 to authorize Ancillary Activities by Volunteer Fire Companies.
- d. Consider Resolution 01-03-22-06 to adopt the Annual Fee Schedule
- e. Consider Resolution 01-03-22-07 to adopt the Nationwide Retirement Solutions Deferred Compensation Program
- f. Consider Resolution 01-03-22-08 accepting dedication of Shober Lane and all other related action
- g. Consider Resolution 01-03-22-09 accepting dedication of English Ivy Drive, Pin Oak Drive, Blue Spruce Drive, and a portion of Lititz Reserve Lane located within Lititz Reserve and all other related action
- h. Consider service contract with Lititz Fire Company, Rothsville Fire Company and Brunnerville Fire Company, and Warwick Ambulance and Rothsville Ambulance
- i. Consider request for reduction of Letter of Credit for Lititz Bend (Buckwalter Tract), Phase 1
- j. Consider request for reduction of Letter of Credit for United Zion – Community Courtyard

NEXT MEETING: Wednesday, January 19, 2022 at 7:00 p.m.

ADJOURNMENT