

**WARWICK TOWNSHIP BOARD OF SUPERVISORS AGENDA
REORGANIZATION MEETING
JANUARY 3, 2023**

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

TEN MINUTE GUEST RECOGNITION:

COMMUNICATIONS:

ELECTION OF OFFICERS FOR 2023:

- 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 23rd-26th- attendance at conference

**AUTHORIZATION FOR PAYMENT OF PAYROLLS/BILLS PRIOR TO MEETING APPROVALS-
RESOLUTION No. 01-03-23-01**

LIAISON RESPONSIBILITIES FOR THE FOLLOWING AREAS:

- 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. 01-03-23-02:

- a. Brian Harris, Township Secretary/Treasurer
- b. Patrick Barrett, Assistant Manager
- c. Barbara Kreider, Assistant Secretary/Right to Know Officer
- d. Greg Young, Assistant Treasurer
- e. Laura Bowman, Human Resources and Deputy Tax Collector
- f. Thomas Zorbaugh, Zoning Officer & Building Code Official (BCO)
- g. Billy Clauser, Planner/Assistant Zoning Officer
- h. Jason Minnich, Roadmaster/Public Works Supervisor
- i. Duane Ober, WESC Fire Commissioner and Warwick Township Emergency Management Coordinator
- j. Brett Fasnacht, WESC Assistant Administrator
- k. William C. Crosswell Esq., Morgan, Hallgren, Crosswell, & Kane, 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. Charles Haley, ELA Group, Inc., Township Engineer
- o. Michael Bingham, ARRO Engineering, Alternate Township Engineer
- p. Brandywine Conservancy- Township Consultant
- q. PA Local Government Investment Trust, Depository
-JBT Bank, Temporary Depository
- r. Vacancy Board- Gary Lefever
- s. Municipal Authority (Five Year Term)
Joyce Gerhart-12/31/2027
Matthew Clair-12/31/2025 (for Troy Clair)
Randy Hess -12/31/2023 (for Don Engle)

- t. Planning Commission (Four Year Term)
 - Jane Windlebleck - 12/31/2026
 - Dan Garrett - 12/31/2026
 - Bob Kornman, Alternate-12/31/2023
- u. Zoning Hearing Board (Five Year Term)
 - Dana Clark-12/31/2027
 - Joel Lingenfelter-12/31/2027
 - Brett Nolt, Alternate--12/31/2023
- v. Third Party Inspection Services:
 - Associated Building Inspections, Inc.
 - Building Inspection Underwriters
 - Code Administrators, Inc.
 - Commonwealth Code Inspection Service, Inc.
- w. UCC Appeals Board
 - Don Engle-12/31/2023
 - Gary Lefever, alternate-12/31/2023
- x. Recreation Advisory Committee
 - James Bock-12/31/2026
 - Jennifer Henry-12/31/2026
 - Ron Stief-WRRC Director (1 year)-12/31/2023
- y. Len Spencer- Sewage Enforcement Officer
- z. Matthew Mack-Alternate Sewage Enforcement Officer
- aa. Trout CPA, Appointed Auditor
- bb. LCTCB representative- Brian Harris
- cc. NLCRPC- Jeremy Strathmeyer

COMMITTEE/COMMISSION ASSIGNMENTS:

- 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- Tony Chivinski (citizen representative)
- e. WRRC- Kenneth Kauffman/Kelly Gutshall
- f. WESC- JeffreyTennis

OTHER BUSINESS TO COME BEFORE THE BOARD

- a. Consider Resolution 01-03-23-03 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 01-03-23-04 to authorize the Township Manager/Township Secretary to Execute Documents on Behalf of the Township and to Act as Project Coordinator
- c. Consider Resolution 01-03-23-05 to authorize Ancillary Activities by Volunteer Fire Companies.
- d. Consider Resolution 01-03-22-06 to adopt the Annual Fee Schedule
- e. Consider service contract with Lititz Fire Company, Rothsville Fire Company and Brunnerville Fire Company, and Warwick Ambulance and Rothsville Ambulance
- f. Consider time extension request for the Richard Rhinier plan
- g. LRCDC Agreement for Santo Domingo Floodplain project grant through PA Keystone Communities

NEXT MEETING: Wednesday, January 18, 2023 at 7:00 p.m.

ADJOURNMENT