Warwick Township Board of Supervisors

Organization Meeting Minutes~ January 6, 2025 ~ 6:30 p.m.

Chairman Cameron called to order the Organization Meeting of the Warwick Township Board of Supervisors at 6:30 p.m. at the Township Building. Supervisors Sydlosky and Brand were present.

Mrs. Cameron represented as acting Chairperson and Ms. Patton represented as acting Administrator until appointments were made.

Mr. Sydlosky made a motion to nominate Mrs. Cameron as Chairperson; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to nominate Mr. Sydlosky as Vice-Chairman; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to nominate Mr. Matthew Beam as Vacancy Board member; Mr. Sydlosky second; all ayes.

Mrs. Cameron made a motion to re-appoint Ms. Colleen Patton as Secretary/ Treasurer/ Administrator, benefits per Employee Handbook- Section 18; Mr. Sydlosky second; all ayes.

Mrs. Cameron made a motion that the Regular monthly meeting will be held the first Wednesday of the month at six p.m. at the Township Building with the exception of holidays. All Regular and Special Meetings will be advertised by law in the Pottstown Mercury; Mr. Brand second; all ayes.

Mrs. Cameron made a motion for Truist, Victory, Meridian, Bank of Bird in Hand, First Resource, PLGIT, Univest and Ephrata National Bank to serve as the Township's banking institutions for the General, Open Space, State, Relief Funds, Escrow, and Certificates of Deposit; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to set the Treasurer's bond in the amount of $4,500,000.00 with Travelers Casualty and Surety Co. Mr. Brand second; all ayes.

Mrs. Cameron made a motion to re-appoint Road Masters, Charles Billetta and Terry Brown, full time with benefits per Employee Handbook Section 18. Part-time road workers /maintenance workers/snow plowers will be called in as needed with no benefits at an hourly rate of $25.00; Mr. Sydlosky second; all ayes.

Mrs. Cameron made a motion to approve a salary increase for full time staff per November 30, 2024 Special Meeting; 4% increase for clerical assistant; Mr. Brand second; two ayes.

Supervisors will request the Auditors to set a rate for Supervisors to work on the roads. Auditor's organization meeting to be held January 7, 2024, 12:00 p.m.

We have no Tax Collector – No Township Tax collected; no compensation.

Mrs. Cameron made a motion to re-appoint Kraft Municipal Group as the Township Building Inspector and Engineer on one lot development as needed at the prevailing rate; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to re-appoint Kraft Municipal Group, Joe Boulanger, as the Township Zoning Officer; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to re-appoint Kraft Municipal Group as the Township Engineers at prevailing rate as needed; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to appoint Mrs. Joan Grimley as Township Consultant, no benefits; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to re-appoint Theurkauf Design & Planning as Planning Consultants as needed; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to re-appoint Castle Valley Consultants, an ARRO Company, as Sewage Consultants as needed; Mr. Brand second; all ayes.

Planning Commission will organize January 15, 2024, 6:45 p.m. at the Township Building prior to the Regular Meeting; the meeting was rescheduled due to inclement weather; Mr. Brand second; all ayes

Mrs. Cameron made a motion to re-appoint Fred Reisser as Planning Commission Chairman for a four year term beginning January 1, 2025 to December 31, 2028; Mr. Sydlosky second; all ayes.

Mrs. Cameron made a motion to appoint Craig Gundrum as Planning Commission member for a four year term beginning January 1, 2025 to December 31, 2028; Mr. Sydlosky second; all ayes.

Zoning Hearing Board will organize on January 8 via conference call; the meeting was rescheduled due to inclement weather; Mr. Sydlosky second; all ayes.

Mrs. Cameron made a motion to re-appoint Zoning Hearing Board Member Tom Porter to a three year term beginning January 1, 2025 to December 31, 2027; Mr. Brand second; all ayes.

Historical Commission will organize January 20, 2025 at 7:00 p.m.; Regular January Meeting immediately following; the meeting was rescheduled due to inclement weather; Mr. Sydlosky second; all ayes.

Mrs. Cameron made a motion to re-appoint Elaine Adams to the Historical Commission for a five year term to begin on January 1, 2025 to December 31, 2029; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to re-appoint HARB Board: The entire Historical Commission~ David Lignore, Karl Snyder, Janet Gebhardt, Elaine Adams, and Matt Tongiani; Architect~ Lou Schneider; Real Estate Agent~ Keith DeWalt; Building Inspector/Zoning Officer~ Joe Boulanger, Kraft Municipal Group; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to re-appoint Siana Law~ Michael Crotty, Esquire as Township Solicitor at prevailing rate; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to re-appoint Mr. Dave Sarge as Emergency Management Coordinator: Mr. Brand second; all ayes.

Mr. Sydlosky made a motion to re-appoint the Liaison/Members to the Warwick-Nantmeal Sewer Authority; Eileen Cameron beginning January 1, 2024 to December 31, 2025 and Craig Kologie to a term beginning January 1, 2025 to December 31, 2027; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to appoint Eric Sydlosky as liaison to the Elverson EMS; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to appoint Jeff Brand as liaison to the Twin Valley Fire Company; Mr. Sydlosky second; all ayes.

Mr. Sydlosky made a motion to nominate Eileen Cameron as Voting Delegate to PSATS State Convention; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to adopt **RESOLUTION 2025-1**, **Primary Voting Delegate to State Act 32 Tax Collection Committee** appointing Mr. Sydlosky as Primary Voting Delegate, Mrs. Cameron First Alternate, Mr. Brand Second Alternate; Mr. Sydlosky second; all ayes.

Mrs. Cameron made a motion to adopt **RESOLUTION 2025-2, Kraft Municipal Group 2025 Fee Schedule**; Mr. Sydlosky second; all ayes. It is noted that a typographical error on the Organizational Meeting agenda, item #35 stated "2024 Fee Schedule" and in fact is the "2025 Fee Schedule"; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to adopt **Resolution 2025-3, Emergency Services** to Warwick Township; Mr. Brand second; all ayes.

Mrs. Cameron made a motion to adjourn the meeting at 6:47 p.m.; Mr. Brand second; all ayes.

Respectfully submitted,

Colleen M. Patton