The Warren Township Supervisors met at the regularly scheduled meeting at 7:00 P.M. on Monday, June 6, 2022, at the Warren Township Municipal Building located at 11637 Little Cove Road, Mercersburg, PA. The Supervisors in attendance included Harry Keefer, and Chris Metcalfe, as well as Secretary Madalyn Lander. Michael Cook was absent.

**Approval of Meeting Minutes**: Madalyn read the May 2, regular meeting minutes and they were approved as written.

**Roadmaster’s Report**: Ward Drive was repaired after the north end was washed out due to heavy flooding. Harry cleaned ditches on Red Rock Rd, as all were covered. Stones are needed for Red Rock.

**Fire Board Report**: Jeff Graber was introduced at the fire board meeting as the new fireboard representative. A quote for $55,000 was presented to repair the roof at the firehouse. The fireboard president wanted to proceed, but no action was taken since only one quote was obtained. Four of the seven positions for fulltime firefighters have been filled.

***A motion was introduced by Harry and seconded by Chris to appoint Jeff Graber as a fireboard representative.***

**Treasurer’s Report**: For the month of May, the general account started with a balance of $174,660.30 and ended with a balance of $175,382.52 with a $4,795.93 in deposits including a $4,794.43 deposit from Franklin County Tax Bureau for earned income tax. The state liquid fuels fund account started with a balance of $173,861.32 and ended with a balance of $169,963.61. The automatic withdrawals for the general account, invoices pending payment, and payments for wages to supervisors for the month were read, and the treasurers report detailing withdrawals and deposits from both the general and state accounts was presented. State audit was completed for 2020 and 2021. The only finding was related to the use of Metcalfe Garage, which was anticipated since the original finding came out during the 2019 audit, which was held in 2020, and a payment had already been made to Metcalfe’s Garage at that time. Madalyn gave credit cards out to the supervisors. They are all tied to one account; however, each card has a unique number to track spending. DCED called to say they approved the local audit, however two signatures with be required. Madalyn will talk to Norma about having Joan review the completed audit.

***A motion was introduced by Harry and seconded by Chris to pay the bills.***

***A motion was introduced by Harry and seconded by Chris to reimburse Mike for the outside light. Mike was absent for the vote.***

**Secretary’s Report:** Madalyn presented a letter from David King about unclaimed funds. Tami Smith wrote the check to be submitted, Harry signed the proper documentation and it will be submitted. Madalyn met with the Comprehensive Plan Steering Committee and reported the current progress. Madalyn plans to meet with SWIF on June 16 for an audit. We were informed that our insurance will be increased, however it was not clear in the letter how much the increase will be. Madalyn has attempted to contact Parks with very little luck. Paul Frey provided contact information for the local sales rep.

***A motion was introduced by Harry and seconded by Chris to update the agenda to include the Carl Carbaugh plans.***

**Carl Carbaugh Plans:** Barry Best presented plans for ¼ of an acre to be transferred from Carl Carbaugh to Tim Mongold. The planning waiver has been submitted to the SEO, with no response.

***A motion was introduced by Harry and seconded by Chris to retroactively approve the plans, once proper documentation is received from our SEO.***

**request to purchase powerwasher:** Harry requested that a power washer be purchased to wash the trucks.

***A motion was introduced by Harry and seconded by Chris to purchase a power washer.***

***A motion was introduced by Harry and seconded by Chris to adjourn the meeting at 7:50 p.m.***

*These meeting minutes were transcribed and respectfully submitted for approval by Warren Township’s Secretary, Madalyn Lander, with the use of her meeting minutes and audio recording.*

Date of approval: 7/5/2022.