

**WARRINGTON TOWNSHIP, YORK COUNTY**

**RESOLUTION NO. 2026-10**

**A RESOLUTION OF WARRINGTON TOWNSHIP ESTABLISHING A REIMBURSEMENT-BASED MONTHLY PAYMENT SYSTEM FOR FUNDING TO THE WELLSVILLE FIRE COMPANY AND ADDRESSING PRIOR PAYMENT PRACTICES**

**WHEREAS**, Warrington Township (“Township”) has entered into a Fire Service Agreement with the Wellsville Fire Company (“Fire Department”) for the provision of fire protection and rescue services for the 2026 calendar year;

**WHEREAS**, the Fire Service Agreement establishes maximum funding amounts for specific categories of services, including an amount “up to” \$73,130.00 for part-time drivers, which constitutes a funding cap rather than a guaranteed entitlement;

**WHEREAS**, the Fire Service Agreement further provides that such payments shall be made pursuant to the Township’s Policy on the Funding of the Wellsville Fire Company;

**WHEREAS**, the Township’s Funding Policy requires that funding requests be presented to the Board of Supervisors and that, for each approved project or service, an invoice or proof of payment shall be provided to the Township for payment;

**WHEREAS**, the Funding Policy establishes that payments are to be made in connection with approved projects, services, or activities and are subject to documentation and verification;

**WHEREAS**, certain payments issued during the 2026 fiscal year were calculated based on allocation of budgeted amounts and distributed on a periodic, quarterly basis, rather than being tied directly to documented expenditures as contemplated by the Fire Service Agreement and Funding Policy;

**WHEREAS**, the Board of Supervisors desires to reaffirm that budgeted amounts represent maximum available funding and not guaranteed disbursements, and to ensure that all payments are properly supported by documentation and aligned with eligible expenditures;

**WHEREAS**, the Board of Supervisors further desires to implement a consistent and transparent payment process by transitioning from periodic allocation-based payments to a monthly, documentation-based payment system aligned with the Agreement and Policy;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Warrington Township, York County, Pennsylvania, as follows:

**1. Reaffirmation of Reimbursement Requirement.** All payments to the Wellsville Fire Company shall be made on a reimbursement basis, consistent with the Township’s adopted

funding policy, and shall require submission of invoices, receipts, or other acceptable proof of expenditure prior to payment.

**2. Prior Payments and Reconciliation.** Payments issued during the 2026 fiscal year prior to adoption of this Resolution were made using an allocation-based methodology rather than strictly on documented expenditures. The Township shall conduct a reconciliation of such payments against actual eligible expenditures incurred under the Fire Service Agreement.

To the extent such payments correspond to eligible services rendered, they shall be treated as payments for such services. Any variance shall be addressed through appropriate adjustment, including crediting future payments or such other remedies as may be determined by the Board of Supervisors.

**3. Monthly Payment Structure.** Beginning immediately upon adoption of this Resolution, and for all remaining payments in the 2026 fiscal year, the Township shall implement a monthly documentation-based payment system.

**4. Monthly Submission, Review, and Approval Process.**

- (a) The Wellsville Fire Company shall submit funding requests on a monthly basis, utilizing the Township's funding requisition form or other approved format, together with supporting documentation.
- (b) Township administrative staff shall review such submissions for accuracy, completeness, and compliance with applicable agreements and policy.
- (c) All such requests shall be presented to the Board of Supervisors for approval at a duly advertised public meeting prior to issuance of payment.
- (d) Payment shall be issued only for eligible, documented, and Board-approved expenditures.

**5. Compliance with Funding Limits. All payments shall remain subject to:**

- (a) The total funding limits established in the Fire Service Agreement; and
- (b) The eligible expenditure categories defined in Township funding policy.

**6. Administrative Implementation.** The Township Treasurer, Township Manager, and/or designated staff are authorized and directed to:

- (a) Implement the procedures set forth in this Resolution;
- (b) Ensure compliance with documentation and review requirements;
- (c) Maintain appropriate records of submissions, approvals, and payments; and
- (d) Coordinate with the Fire Department to facilitate a smooth transition to the revised payment process subject to Board approval of expenditures.
- (e) Ensure reimbursement requests are agenda items for Board action to be in compliance with the Fire Service Agreement.

**7. Severability.** If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution, which shall remain in full force and effect.

**8. Effective Date.** This Resolution shall take effect immediately upon adoption.

**DULY ADOPTED**, this \_\_\_\_ day of \_\_\_\_\_, 2026, by the Board of Supervisors of Warrington Township.

**WARRINGTON TOWNSHIP BOARD OF SUPERVISORS**

By: \_\_\_\_\_  
Kenneth Sechrist, Chairman

ATTEST:

\_\_\_\_\_  
Stacy Wiseman Zorbaugh, Secretary