

WARRINGTON TOWNSHIP, YORK COUNTY

RESOLUTION NO. 2026-12

**A RESOLUTION OF WARRINGTON TOWNSHIP ESTABLISHING A
POLICY FOR FILLING VACANCIES AND MAKING APPOINTMENTS
TO ADVISORY BOARDS**

WHEREAS, Warrington Township utilizes advisory boards and committees to assist in governmental functions and provide recommendations to the Board of Supervisors; and

WHEREAS, vacancies may occur from time to time on such boards and committees; and

WHEREAS, the Board of Supervisors desires to establish a clear, transparent, and consistent process for filling such vacancies and making appointments;

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

1. Public Notice of Vacancies. When a vacancy exists or is anticipated on any advisory board or committee, the Township shall provide public notice of such vacancy, including posting on the Township website, newsletter, or other appropriate means.

2. Applicant Eligibility and Submission Requirements. Applicants must be residents of Warrington Township and shall submit a letter of interest, resume, or other statement of qualifications. All submitted materials shall be made available to the Board of Supervisors.

3. Interview Process. The Board of Supervisors may, at its discretion, in coordination with its solicitor to ensure no deliberation, establish a date and process to interview applicants prior to making an appointment.

4. Recommendations. At a duly advertised public meeting, members of the Board of Supervisors may present recommendations for appointment from among the applicants.

5. Majority Vote and Appointment by Resolution. Appointments shall require the affirmative vote of a majority of the Board of Supervisors and, in accordance with applicable law, shall be formalized by resolution identifying:

- (a) the name of the appointee
- (b) the advisory board or committee
- (c) the term of appointment

6. Applicability. This policy shall apply to all advisory boards, committees, and similar bodies established by the Board of Supervisors.

7. Incumbents. Incumbents shall not be required to submit items set forth in section 1, but may still be required to be subject to an interview conducted by the Board. If an incumbent wishes not to be considered for reappointment at the end of their term, they must notify the Board.

8. Consistency with Law. Nothing in this Resolution shall supersede any requirement of the Commonwealth of Pennsylvania or the Second-Class Township Code governing specific appointments.

9. 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**

Kenneth Sechrist, Chairman

ATTEST:

Stacy Wiseman Zorbaugh, Secretary