

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF January 18, 2016

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, January 18, 2016.

Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendell Gainer, Secretary-Treasurer Dawn Koch, and Solicitor Rick Wiest. Also, in attendance were: Roadmaster Gary Neidlinger, Essie Karnes, Bob Free, Sal Varacalli, Joan Schwer, Gary Brown, Scott Hetrick Marie S Parker and Susan Parker.

Chairman Lutz opened the meeting with the pledge of allegiance. Chairman Lutz reminded the residents of the notices, which are available as handouts to meeting attendees, regarding meeting conduct and public comment procedures.

CORRESPONDENCE: The following miscellaneous correspondence was received and presented to the Board of Supervisors for their review; a list was also included in the public packet. Received from:

1. Melanie Heinbach- 2015 unpaid tax report and tax exemptions
2. Melanie Heinbach- Request for envelopes for 2016 taxing season
3. FNB Bank- Paid in Full General Obligation Note
4. Sch. Co. Planning and Zoning- Annual municipal officials list (returned 1/13/16)
5. Melanie Heinbach- December 2015 tax collector's reports
6. PA Dept of Transportation- letter updating master contact list (returned 1/13/16)
7. Patton and Company CPAs- letter of payroll tax changes and updates
8. Sch. Conservation District- Copy of a letter addressed to Brian Musser regarding NPDES permit authorization for stormwater discharges
9. United Concordia- Renewal rates under the old plan
10. Commonwealth of PA State Ethics Commission- Annual statement of financial interest due to Secretary Koch by May 1, 2016
11. Several flyers and catalogs
12. PA Township News- January 2016 issue

PUBLIC COMMENT PERIOD: No public comment

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Gainer, approved the minutes to the December 21, 2015 regular monthly meeting, the annual reorganizational meeting held January 4, 2016 and the annual auditors meeting held January 5, 2016 without correction. This motion carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Lutz, seconded by Supervisor Gainer, the December 2015 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$724,858.49. Included in this motion was the approval of payment of all bills presented. This motion carried.

RECEIPTS: The report of receipts (Dec 17, 2015 – Jan 14, 2016) listing \$28,166.84 in EIT receipts, \$9,213.78 in regular General Fund receipts was presented to the Board, all were approved upon motion of Chairman Lutz, seconded by Supervisor Gainer. This motion carried.

ROADMASTER'S REPORT: Roadmaster (RM) Neidlinger stated we ordered 300 ton of salt for the 15-16 winter season and suggested staying with that amount for the 16-17 winter season. RM Neidlinger stated that as of the date of the meeting the township purchased the quota amount of 60%. Currently stocking 197 ton of salt. Supervisor Gainer questioned RM Neidlinger the amount of salt that was used up to this point last year. RM Neidlinger stated we went over the 300 ton. RM Neidlinger suggested holding off on the ordering until the February meeting, Supervisor Gainer agreed.

RM Neidlinger stated he got the telephone number for the resident on Hidden Acre Lane, RM Neidlinger suggested Chairman Lutz and Supervisor Brown call the resident to make an appointment that fits their schedule and he would make himself available. RM Neidlinger stated he spoke with the resident and they said they were interested in meeting with the township. RM Neidlinger stated he spoke with another resident whose bush was damaged and although the resident was upset she didn't need to meet with the Supervisors.

Chairman Lutz asked RM Neidlinger about jack and ramp prices he obtained for the shop. Chairman Lutz stated he would prefer to meet with Supervisor Brown regarding ordering tools for the shop. Supervisor Gainer asked Chairman Lutz if he knew what tools were needed. Supervisor Gainer asked RM Neidlinger to put together a list of tools needed. Supervisor Gainer stated currently the tools are located on the utility truck and if that truck is not at the shop at all times anything that needs to be worked on at the shop has to wait until the truck is back.

RM Neidlinger stated 20-ton truck ramps from Northern Tools were \$719.00 and the price from Emmerson Jacks was \$680.00. The 50-ton hydraulic jack from Northern Tool priced at \$249.99 and a 35 ton priced at \$399.99. RM Neidlinger spoke to Ken's tires and they priced the jacks over \$2000.00.

Chairman Lutz made the motion to approve the purchase of the 50-ton jack from Northern Tool and the 20-ton truck ramps from Emmerson Jacks, Supervisor Gainer seconded the motion. The motion carried.

Supervisor Gainer gave an update regarding Kemmerling Road via an email received from Ryan Fasnacht of Benesch Engineering. Supervisor Gainer asked RM Neidlinger if he has spoken to Ryan regarding Kemmerling Road. Supervisor Gainer asked RM Neidlinger to contact Ryan to determine what is needed from the township to pass onto Charlie Paris. Supervisor Gainer gave Secretary Koch advertising dates and also stated using the on-line PennBid bidding system in lieu of receiving bids at the meeting. Secretary Koch gave a brief description of how PennBid works. Supervisor Gainer stated once bids are received Benesch Engineering will review bids prior to the meeting making sure PennDot specs are being followed. Benesch will present the Board with bids that meet all the requirement and make a recommendation.

Chairman Lutz questioned RM Neidlinger if they would have all the culverts done prior to the work beginning on Kemmerling Road.

Upon motion by Supervisor Gainer approving the advertising of the 2016 Road Project of Kemmerling Road on 2/2/16 and 2/5/16 in the Pottsville Republican newspaper, seconded by Chairman Lutz. This motion carried.

Supervisor Gainer continued stating part of the construction of Kemmerling Road would be RM Neidlinger and the road crew would complete the road widening for approx. 300 feet up to Swartz Valley Road in the spring as well as complete the roadway back up and driveway tie ins after paving is complete for example stone shoulder, top soil, seeding etc. Supervisor Gainer questioned RM Neidlinger if he was ok with that work and RM Neidlinger stated yes. Supervisor Gainer asked Secretary Koch to confirm with Ryan of Benesch that the township is ok with completing that work. Supervisor Gainer went on to say the contractor would be responsible for traffic control and was able to close the road but needs to accommodate local traffic. RM Neidlinger asked if the contractor would be responsible for putting up the detour signs. Supervisor Gainer asked RM Neidlinger to verify with Ryan, Secretary Koch asked if she should add that question to her list, Supervisor Gainer said sure. RM Neidlinger also asked if the contractor would contact the 9-1-1 service to let them know the road will be closed in the event of an emergency. Supervisor Gainer asked Secretary Koch to also confirm that question.

Upon motion of Chairman Lutz approving RM Neidlinger written report as printed without correction, seconded by Supervisor Gainer. This motion carried.

SOLICITOR'S REPORT: Solicitor Wiest was present with no updates at this time.

COUNTY ZONING: Copies of Zoning Permits issued were received and reviewed without comment.

A copy of a letter addressed to The Frantz Family Credit Trust was received by the Sch. Co. Planning and Zoning Office regarding Frantz Family Credit Trust Subdivision. The item is scheduled to be placed on the agenda of the January 20, 2016 meeting pending all technical requirements are met.

A copy of a letter addressed to Shane E Baker was received by the Sch. Co. Planning and Zoning Office regarding Baker Subdivision. The item is scheduled to be placed on the agenda of the January 20, 2016 meeting pending all technical requirements are met.

SEWAGE ENFORCEMENT OFFICER'S REPORT: The December 2015 reports of Larson Design and Alfred Benesch & Company were received and reviewed. A copy of this report will be kept on file at the **Municipal Office**.

Secretary Koch gave the Board an update regarding the on-lot sewage complaint at 387 Moyer's Station Road which was received from Larson Design Group. Secretary Koch suggested sending a copy of the letter to the resident who submitted the complaint, Solicitor Wiest agreed. Supervisor Gainer asked Secretary Koch for the cost of the inspection, she stated not yet.

Supervisor Gainer reviewed the letter received by Larson Design Group and stated he feels it is the township due diligence to send the owner of the property at 387 Moyer's Station Road informing them of what it cost the residents of Washington Township. Also inform them that at one point it was found there was an RV in use with a non-permitted septic tank and although it was not in use at the time of the inspection any further illegal actions will be fully perused for financial reimbursement to the township.

BUILDING/DRIVEWAY REPORTS: The December 2015 building and driveway permits issued by Alfred Benesch & Company was received and reviewed. A copy of this report will be kept on file at the **Municipal Office**.

OLD BUSINESS: No old business

NEW BUSINESS: Secretary Koch addressed the board regarding items not on the agenda that happened during the day of the meeting. First she stated the township laptop crashed and was unable to start. She stated she was able to rebuild it back to factory settings and use a back up to retrieve all data thought to be lost. She stated she had to purchase Microsoft office 365 because she was unable to locate her personal copy of the software that was originally installed on the computer. Supervisor Gainer addressed the public stated Secretary Koch called him regarding the software and gave her authorization to make the purchase.

Upon motion by Supervisor Gainer approving Secretary Koch to use personal funds to pay the credit card when due so no additional expense is incurred and the township will in turn reimburse her, seconded by Chairman Lutz. This motion carried.

Upon motion by Supervisor Gainer approving Secretary Koch to purchase a minimum of 2TB external hard drive, seconded by Chairman Lutz. This motion carried.

Secretary Koch presented the Board with an email received by Kelly Furgeson, Manager of Pine Grove Township regarding the UCC Appeals Board that is appointed each year at the reorganizational meeting. She stated both Pine Grove Township and Tremont Township Supervisors are interested in getting together to discuss the agreement between the townships to better understand each part and get it back into working condition again.

Upon motion by Supervisor Gainer nominating Supervisor Lynn Brown to attend the UCC appeals intergovernmental agreement meeting along with Secretary Koch, seconded by Chairman Lutz. This motion carried.

Secretary Koch presented the board with a subdivision plan for Stephanie J Snyder requesting a waiver & non-building declaration to split existing farmland that currently has no proposed or existing houses.

Upon motion by Supervisor Gainer approving Secretary Koch to sign the waiver & non-building declaration for Stephanie J Snyder, seconded by Chairman Lutz. This motion carried.

Secretary Koch asked the board if the benefits period could be changed from calendar year to check date due to the last week of the year being paid in the new year. Supervisor Gainer asked RM Neidlinger if he had a problem with that and he stated no.

Upon motion by Supervisor Gainer approving the change of the benefits period to be changed to paycheck date rather than calendar year, seconded by Chairman Lutz. This motion carried.

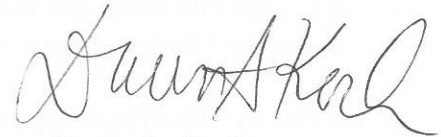
Secretary Koch presented the Board with the MS-965 Annual Liquid Fuels report.

Upon motion by Supervisor Gainer approving the Statewide Tax Recovery exemption for Robert Zerbe and Rebecca Klinger PerCapita Tax, seconded by Chairman Lutz. This motion carried.

Chairman Lutz address the residents that missed the public comment period, they asked the board about the Brown property next to the Dutchman Park, after some discussion with Solicitor Wiest Supervisor Gainer suggested the potential resident go see Susan Smith at the Planning and Zoning Office.

ADJOURNMENT: There being no further business to come before the Board of Supervisors of Washington Township, upon motion of Chairman Lutz, seconded by Supervisor Gainer, the meeting adjourned at 7:47 p.m. This motion carried.

Respectfully Submitted,



Dawn A. Koch
Secretary Treasurer
Washington Township

130202