

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF February 12, 2018

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, February 12, 2018.

Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendell Gainer, Jr., Supervisor Lynn Brown, and Dawn Koch, TM/Sec/Treasurer. Also, in attendance were: Robert Free, Gary Brown, Sal Varacalli and Joan Schwer.

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. MRM Trust- Annual meeting and voting announcement
2. Statewide Tax Recovery- 2017 Delinquent PerCapita List
3. Sch. Co. Conservation- Copy of letter addressed to Ryan Herber regarding Erosion & Sediment Control on Lot #13 Farm View. Plan is not adequate and does not meet minimum requirement.
4. PA DEP- Letter confirming receipt of planning waiver & non-building declaration for the Bachert Subdivision
5. Dutchman MX Park- 4th Quarter 2017 amusement report and payment
6. Cougle's Recycling, Inc.- Annual report and contact update
7. Sch. Co. Office of Solid Waste & Resource Mgt- 2017 Annual Recycling report
8. CoStars- Confirmation of 2018-19 salt purchase
9. Sch. Co. Conservation- Copy of letter addressed to Megan Seibert regarding Erosion & Sediment Control for Seibert Subdivision. Plan is complete and meets minimum requirements.
10. PA DEP- Letter regarding Seibert Subdivision packet received, plan needed revisions which were provided by the surveyor, plan was resubmitted.
11. PA One Call- Annual account update confirmation
12. Sch. Co. Voter Registration/Election Bureau- Office holder update form
13. Sch. Co. Planning and Zoning- Annual municipal official list update form
14. PPL- Letter regarding disclosure of information regarding account
15. PA Dept of Transportation- Annual update of contact listing
16. Baker Tilly Virchow Krause, LLP- Berkheimer audit history
17. PA Township News- February Issue
18. Several flyers, brochures, catalogs, etc.

PUBLIC COMMENT PERIOD: No public comments

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the January 15, 2018 regular monthly meeting and the executive session prior without correction. This motion unanimously carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Lutz, seconded by Supervisor Brown, the January 2018 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$390,835.84. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

Vice-Chairman Gainer gave a brief explanation of future spending and revenue including road work and tax collection.

RECEIPTS: The report of receipts (January 11-February 7, 2018) listing \$15,822.32 in EIT receipts, \$16,080.98 in regular General Fund receipts were approved upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion unanimously carried.

ROADMASTER'S REPORT: Roadmaster (RM) Lynn Brown stated the winter maintenance contract with PennDOT for Dad Burnhams Road, Hetzels Church Road, part of 443 and 895 was not approved for the current winter season due to PennDot union issues. Koch explained that PennDot is working to get a contract to us by April 2018 to be signed and put in place for the next five years.

RM Brown presented a quote from Denny Electric of \$1200.00 to replace the garage lights to change them into LED lights, he stated he would not feel comfortable doing the wiring. It was requested that RM Brown get a quote from Dave Krause for wiring.

Koch updated the Board on a quote received for safety equipment. She stated Zee medical came in and updated the garage first aid cabinet and also installed one in the office building. She stated Zee Medical gave a quote for two eye wash machines and an AED machines at \$4,364.64. Vice-Chairman Gainer asked that Koch get a quote on two AED machines and new water stations from other vendors.

RM Brown presented the Board with quotes on a new pick up truck. He stated he would like to remove the plow and salt spreader from the utility truck and put it on a straight cab pickup that is not as long as the F550. He also stated it was budgeted to replace the utility bed on the F550 but was thinking of replacing that with a flatbed but hasn't decided yet.

After some discussion Vice-Chairman Gainer suggested getting a price at Jonestown AG on a new plow. Koch stated \$25,000 was budgeted for a used truck. RM Brown stated with a new truck, plow and spreader total cost would come to approximately \$40,000. Vice-Chairman Gainer stated he wasn't comfortable with spending money that wasn't budgeted for a new truck. Vice-Chairman Gainer suggested keeping the \$25,000 and adding to it the extras needed in the 2019 budget so that it can be purchased for delivery in January 2019.

Upon motion made by Vice-Chairman Gainer approving the advertising of the 2018 bridge weather proofing and overlay project for Grist Mill, Roedersville, Turkey Farm, Kutz and Browns Road Bridges, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer approving the advertising of the 2018 road projects for Mountain and Frantz Roads, seconded by Chairman Lutz. This motion unanimously carried.

SOLICITOR'S REPORT: Solicitor Wiest was not present.

COUNTY ZONING: A list of Zoning Permits issued were received and reviewed without issue.

Final Plan Approval- Final annexation subdivision plan for parcel #'s 33-11-0067.001 and 33-11-0067.002 Bachert to Bachert 155-159 Hetzel's Church Road is complete.

White's Machine, Inc. Building expansion minor subdivision & land development plan submitted, is on the 3/21/18 planning commission meeting for approval.

SEWAGE ENFORCEMENT OFFICER'S REPORT: A list of January 2018 SEO work was reviewed from JB Environmental Services. A copy of this report will be kept on file at the **Municipal Office.**

BUILDING/DRIVEWAY REPORTS: The December 2017/January 2018 building and driveway permits issued by Alfred Benesch & Company were received and reviewed. A copy of this report will be kept on file at the **Municipal Office.**

Koch stated a complaint was received that a driveway was going in on Turkey Farm Road, upon checking into it Koch stated the resident did not obtain a permit and requested permission to send a letter to the resident letting them know of the ordinance and permit requirements. Vice-Chairman Gainer asked if anyone did a driveway, Koch answered yes. Gainer stated in the letter include a copy of the ordinance and request his intentional use of the driveway with a response due within 30 days.

OLD BUSINESS: Koch stated that at last month meeting Resolution 2018-Five should have been listed as Resolution 2018-Seven. Koch asked that the Board ratify the resolution to the correct number.

Upon motion made by Vice-Chairman Gainer, ratifying Resolution 2018-Five to be **Resolution 2018-Seven** with nothing else changing, seconded by Chairman Lutz. This motion unanimously carried.

NEW BUSINESS: Vice-Chairman Gainer tabled items 13. Recreation Grant

Koch gave a brief update on the projects that she will be submitting for the Dirt, Gravel and Low Volume Roads Grant to be all that was submitted last year and adding in the bridge work for this year.

Vice-Chairman Gainer tabled items 13c. 457b Retirement Plan

Koch presented the Board with the stated of financial condition filed with DCED

Koch asked the Board if they wanted new insurance quotes received for the new year, she was instructed to wait until the current carrier's new prices came in.

Koch presented the Board with a complaint received from a resident on Ridge View Lane regarding two neighbors who have junk cars on their property. Koch stated in a previous incident she sent the resident a letter with a copy of the ordinance and a time frame for responding to the letter. She requested that she be allowed to treat this incident in the same manner as previous incidents. The Board agreed.

Koch stated she received a Statewide Tax Recovery exemption request for the same resident as last month's denial. She presented the updated information received with no new information identifying the resident.


Upon motion made by Vice-Chairman Gainer denying the Statewide Tax Recovery exemption for Ray Morgan until new identifying information is received, seconded by Chairman Lutz. This motion unanimously carried.

Koch presented the Board with a request for use of the ball field by the Pine Grove Teener League from April through July 2018. The league stated they would do a field clean up day in March or April before beginning.

Upon motion made by Chairman Lutz approving the use of the field by the Teener League between April through July 2018, seconded by Vice-Chairman Gainer. This motion unanimously carried.

ADJOURNMENT: There being no further business to come before the Board of Supervisors of Washington Township, upon motion of Chairman Lutz, seconded by Supervisor Brown, the meeting adjourned at 7:38p.m. This motion unanimously carried.

Respectfully Submitted,



Dawn A. Koch
TM/Sec.Treas.

Washington Township