

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF February 17, 2020

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, February 17, 2020.

Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendel Gainer, Jr., Supervisor Lynn Brown, Solicitor Rick Wiest and Dawn Koch, TM/Sec/Treasurer. Also, in attendance were Joan Schwer and Gary Brown.

Chairman Lutz opened the meeting with the pledge of allegiance. Chairman Lutz reminded the residents of the notices, 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. US Dept of Commerce- Boundary and Annexation Survey, responded 2/10/2020
2. MRM Property & Liability Trust- Annual meeting proxy, returned 2/11/2020
3. Sch. Co. Assessment Bureau- copies of reassessment letters sent to tax collector
4. Muncy- Letter regarding windows in office building
5. Fulton Bank- Interest statement 2019
6. First Citizens- Interest statement 2019
7. PA Dept. of General Services- Federal Surplus approval letter
8. Costars- 2020-21 salt purchase acknowledgement
9. Sch. Co. Voter Registration- Office holders update, returned 1/20/2020
10. PA Dept. of Transportation- Municipal Services Contacts Listing, returned 1/20/2020
11. Baker Tilly Virchow Krause, LLP- 2019 Berkheimer audit verification, returned 1/23/2020
12. PA Emergency Management Agency- 2019 Floodplain activity, filed online 1/24/2020
13. Leffler Energy- Tax Exempt Certificate for Fuel, returned 2/4/2020
14. PSATS UC Group- Unemployment list
15. Great Day Improvements, LLC- Certificate of liability insurance
16. PA Dept. of Conservation & Natural Resources- Grant opportunities
17. PA Township News- February 2020 issue
18. Statement of financial interest- received several, list available upon request
19. Several flyers, ads, catalogs, etc.

Koch informed the Board that she received an email from Sch. Co. Planning and Zoning on 2/17/2020 regarding a request for special exception hearing on March 5, 2020 for Todd Martin to use the property of Clair Newswanger located at Loop and Rock Roads as an automotive repair garage.

PUBLIC COMMENT PERIOD: No public comments.

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the January 20, 2020 regular monthly meeting, and the February 11, 2020 special meeting without correction. This motion unanimously carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Lutz, seconded by Supervisor Brown, the January 2020 Treasurer's Report was approved with a balance in all accounts, before receipts and bills, was \$348,531.26. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

RECEIPTS: The report of receipts (January 16-February 12, 2020) listing \$23,462.63 in EIT receipts, \$14,040.87 in regular General Fund receipts were approved as printed upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion unanimously carried.

SOLICITOR'S REPORT: Solicitor Rick Wiest was present with no new business to report.

TOWNSHIP REPORTS: Upon motion made by Chairman Lutz approving the monthly public works report, seconded by Supervisor Brown. This motion unanimously carried.

COUNTY ZONING: A Planning and Zoning report was reviewed by the Board. A copy of this report will be kept on file at the **Municipal Office**.

A copy of a letter was received from

SEWAGE ENFORCEMENT OFFICER'S REPORT: A list of January 2020 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: A list of permits issued was reviewed by the Board. A copy of this report will be kept on file at the **Municipal Office**.

OLD BUSINESS: Upon motion made by Chairman Lutz approving and adopting Resolution 2020-six Per Capita Rules & Regulations, seconded by Supervisor Brown. This motion unanimously carried.

Vice-Chairman Gainer asked Koch about the project timeline and construction management for the multimodal grant project on Kutz Road. Koch stated she would have to ask Wilson Consultant for those details.

Upon motion made by Vice-Chairman Gainer granting conditional approval of the engineering agreement between Washington Township and Wilson Consulting Group, PC for the Kutz Road bridge project at the normal professional liability limits of \$1,000,000/\$2,000,000, seconded by Chairman Lutz. The condition are once favorable answers are received regarding the project timeline and construction management. This motion unanimously carried.

Koch presented the board with an option for a standby generator. Vice-Chairman Gainer asked Koch to request a proposal from Light-Heigel for an electrical PE design recommendation on installing a generator for an emergency comm center. The proposal should include the code requirements as well as a load evaluation not based on peak conditions.

NEW BUSINESS: Koch informed the Board that the statement of financial condition was completed with no deficiencies, no indebtedness and no inability to pay payroll or payroll taxes.

Koch presented the Board with a Planning waiver & non-building declaration for the Scheaffer property on Ball Park Lane. Upon motion made by Chairman Lutz seconded by Supervisor Brown the waiver was approved. This motion unanimously carried.

Koch informed the Board that a letter from Comcast was received regarding the upcoming end of the franchise contract. Upon further investigation Koch informed the Board that the letter was written to Washington Township however, the contract was made out to Wayne Township. Koch stated she inquired about the difference and stated Washington Township's contact isn't up until 2022. Koch believes this was sent by Comcast in error.

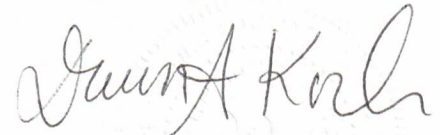
Koch informed the Board that PMRS has submitted changes to the plan that will need to be reviewed and approved. She stated she has a conference call on March 3, 2020 to discuss the details of the changes and will report back once all information is collected.

Upon motion made by Vice-Chairman Gainer approving the Statewide Tax Recovery Per Capita exemption for Dylan Cook for 2015, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer approving the 2019 Per Capita exemptions submitted by tax collector Keith Heinbach, seconded by Chairman Lutz. This motion unanimously carried.

ADJOURNMENT: There being no further business to come before the Board of Supervisors of Washington Township, upon motion of Supervisor Brown, seconded by Chairman Lutz, the meeting adjourned at 7:44 p.m. This motion unanimously carried.

Respectfully Submitted,



Dawn A. Koch
TM/Sec. Treas.
Washington Township