

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF March 19, 2018

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, March 19, 2018.

Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendell Gainer, Jr., Supervisor Lynn Brown, Solicitor Rick Wiest and Dawn Koch, TM/Sec/Treasurer. Also, in attendance were: Robert Free, Gary Brown, Dale Leghart 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. PSATS- 2018 CDL annual update & forms
2. Philadelphia Insurance Companies- Acknowledge of claim (tree down)
3. PSATS- 2018 CDL roster
4. MRM Trust- 2018 proxy vote for the new delegates
5. MRM Insurance- Change in policy regarding additional insured
6. Keith Heinbach- 2017 year-end report
7. Comcast- Channel Change
8. PA Dept of Transportation- Notice of payment of liquid fuels
9. Sch. Co. Conservation District- Erosion & Sediment Control Plan Review for White's Machine Shop
10. PSATS UC Trust- UC Report
11. Sch. Co. Tax Claim Bureau- Spring judicial sale
12. Sch. Co. Assessment Bureau- Change of assessment notice listing report
13. Office of Public Safety- New 911 addresses for 95 Ferebees Road and 34 Farm View Road
14. PA Dept. of Transportation- Letters regarding 2017-18 Multimodal Transportation Fund Grant
15. Sch. Co. Election Bureau- 2018 Election Dates
16. PA Dept of Labor & Industry- Letter regarding commercial projects
17. PA Dept of Labor & Industry- Notification of change in BCO
18. Certificates of insurance for Welbilt Homes, Solar City, and H&H Construction
19. Statewide Tax Recovery- Letter regarding write off accounts
20. Pottsville Asphalt- 2018 materials prices
21. South Reading Blacktop- 2018 materials prices
22. PSATS- Membership packet
23. PSATS- Newsbulletin
24. PA Township News- March issue

PUBLIC COMMENT PERIOD: Dale Leghart was present to thank the Board for the use of the ball field. The Board would like to recognize the \$500.00 donation given by the Pine Grove Teener League.

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Vice-Chairman Gainer, approved the minutes to the February 12, 2018 regular monthly meeting and the executive session prior and the executive session meeting March 13, 2018 without correction. This motion unanimously carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Lutz, seconded by Supervisor Brown, the February 2018 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$394,952.08. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

RECEIPTS: The report of receipts (February 8-March 15, 2018) listing \$37,950.85 in EIT receipts, \$8,230.50 in regular General Fund and \$226,752.08 in liquid fuels receipts were approved upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion unanimously carried.

ROADMASTER'S REPORT: Roadmaster (RM) Brown updated with Board with the quote received to update the lighting on the cold side of the shop garage. The estimate came in at \$2,640.00 from Dave Krause. Koch asked if the bulb quote received from Denny Electric would be on top of that amount and Vice-Chairman Gainer stated he spoke with Dave Krause regarding the quote and Dave Krause will be purchasing all materials and installing at his cost. The amount of the quote includes the bulbs.

Upon motion made by Chairman Lutz, seconded by Supervisor Brown approving the quote from Dave Krause in the amount of \$2,640.00 to replace the lighting fixtures and install new bulbs on the cold side of the shop garage. This motion carried unanimously.

Chairman Lutz questioned the RM report regarding 2/18/18 and the time paid only being 1.25 hours for each guy instead of the 2 hours call out time. Koch explained that was carryover from the night before that it is cut off at midnight. It was also mentioned that more detailed descriptions of jobs per employee needs to be on the report. RM Brown stated he will work better towards making that happen.

Upon Motion made by Chairman Lutz seconded by Supervisor Brown adopting **Resolution 2018-Eight** price adjustment of bituminous materials for small quantities. This motion carried unanimously.

Four sealed proposed bids were received for the 2018 Bridge Overlay Project. The result of the bidding was as follows:

BIDDER	TOTAL Kutz	TOTAL Grist Mill	TOTAL Browns	TOTAL Turkey Farm	TOTAL Roedersville	TOTAL COMBINED
HK Group	\$ 20,173.00	\$ 19,372.12	\$ 18,481.05	\$ 17,790.49	\$ 18,424.04	\$ 94,240.70
Barletta Materials & Constructions, Inc.	\$ 24,849.00	\$ 24,125.00	\$ 23,061.00	\$ 22,690.00	\$ 23,217.00	\$ 117,942.00
Schuylkill Paving	\$ 21,091.30	\$ 19,519.90	\$ 18,123.90	\$ 16,962.10	\$ 17,865.50	\$ 93,562.70
CMS Construction Masters Services	\$ 20,017.00	\$ 18,593.00	\$ 17,766.00	\$ 17,207.25	\$ 17,902.25	\$ 91,485.50

Seven sealed proposed bids were received for the 2018 Base Repair of Mountain and Frantz Roads and the Sealcoat of Frantz Road. The result of the bidding was as follows:

BIDDER	TOTAL Mountain	TOTAL Frantz Base	TOTAL Frantz S/C	TOTAL COMBINED
CMS Construction Master Services	\$ 89,505.00	\$ 26,910.00	\$ 46,191.60	\$ 162,606.60
Bracalente Construction Inc	\$ 132,301.65	\$ 25,941.50	\$ 47,676.33	\$ 205,919.48
Hammaker East LTD			\$ 43,882.02	\$ 43,882.02
Ron C. Folk Paving	\$ 120,997.50	\$ 23,725.00	\$ 47,016.45	\$ 191,738.95
Barletta Materials & Constructions, Inc.	\$ 140,953.80	\$ 27,638.00	\$ 49,655.97	\$ 218,247.77
Schuylkill Paving	\$ 104,422.50	\$ 21,125.00	\$ 51,470.64	\$ 177,018.14
HK Group	\$ 101,107.50	\$ 20,605.00	\$ 47,841.30	\$ 169,553.80

Upon motion made by Vice-Chairman Gainer, seconded by Chairman Lutz awarding the 2018 Base Repair of Mountain and Frantz Roads and the double sealcoat of Frantz Road to low bidder CMS Construction Master Services, LLC with a bid of \$162,606.60 contingent upon providing a PA Department of Transportation contractors prequalification certificate on or before 4:00pm Friday, March 23, 2018. Failure to provide certificate will result in the award to HK Group. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer, seconded by Chairman Lutz awarding the 2018 Bridge Overlay to low bidder CMS Construction Master Services, LLC with a bid of \$91,485.50 contingent upon providing a PA Department of Transportation contractors prequalification sheet on or before 4:00pm Friday, March 23, 2018. Failure to provide certificate will result in the award to Schuylkill Paving. This motion unanimously carried.

Koch presented the Board with the new proposal from PennDOT to take over the winter maintenance on Dad Burnhams, Hetzels Church, parts of SR443 and SR895. The new proposal would remove SR443 and SR895 and add in a part of Sweet Arrow Lake Road. The Board tabled this item for further discussion.

SOLICITOR'S REPORT: Solicitor Wiest reported that Washington Township has been released from the complaint filed by Lenord and Deann Krapf regarding Moyer Station Road. He stated he would be following up to ensure an appeal isn't filed within the 30 days of the release.

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**.

SEWAGE ENFORCEMENT OFFICER'S REPORT: A list of February 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 January-March 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**.

OLD BUSINESS: No old business to report.

NEW BUSINESS: Koch presented the Board with some quotes received for a generator for the office building and the garage. She stated She and RM Brown met with a rep from Powerton Generators and he provided a quote for both the office building and the garage between \$16 and \$18 thousand dollars. Koch stated she brought the item before the Board to discuss the needs to obtain a correct quote. Vice-Chairman Gainer instructed Koch to get 3 quotes, one for the office building, one for the garage and one for both building together using the panel that is being metered.

Koch stated she will be away on vacation the week of April 9, 2018 and asked since there has been a recent switch in permit and code enforcement should she place an ad in a local paper. After some discussion and upon motion made by Chairman Lutz approval was given to place an add informing residents of the office being closed, who to contract regarding permits and who to contact regarding township emergencies, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer, seconded by Chairman Lutz appointing Light-Heigel & Associates, Inc. as the township's permit enforcement, building code, floodplain and driveway permit officers for the remainder of 2018. This motion unanimously carried.

Koch presented the Board with a request from the Brewer baseball team of Pine Grove to use the ball field on Sunday's. Koch stated they have been in contact with the Teener League regarding scheduling and she also stated she informed them about the rentals having priority. She also stated they plan to match the donation of \$500 given to the township from the Teener league. The Board approved the usage of the field provided they understand the requirements.

Koch presented the Board with the idea of asset management. She stated she currently gets a written list of property with no values or disposal plan. Vice-Chairman stated any tool that is expected to last more than six months with a value over \$200 should be in the program. Each year an audit can be done to do a safety inspection and create a disposal plan for each piece of equipment.

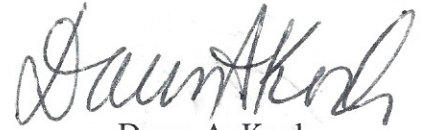
Koch stated she is currently preparing the Multimodal Transportation Fund grant packets and needs resolutions requesting grant funds. Upon motion made by Vice-Chairman Gainer adopting **Resolution's 2018-Nine, 2018-Ten, and 2018-Eleven**, seconded by Chairman Lutz. This motion unanimously carried.

Koch updated the Board on the driveway permit for 95 Ferebees Road. She stated the resident has paid for the permit and obtained the required speed study making the next step the adopting of an ordinance to post the speed limit according to the speed study. Upon motion made by Vice-Chairman Gainer, seconded by Chairman Lutz approving the advertising of proposed Ordinance 2018-2 setting a speed limit on a portion of Ferebees Road. This motion unanimously carried.

RM Brown added that he would like to list items on municibid website. He stated there are tools and equipment that are no longer in use that could be posted to the site to be sold. Vice-Chairman Gainer asked Koch to review the 2nd class township code to determine the rules on disposal of Township property. Koch was also asked to bring a resolution to adopt to being the process at the next meeting.

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 8:36p.m. This motion unanimously carried.

Respectfully Submitted,



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