

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF March 16, 2020

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, March 16, 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, Gary Brown and Andrew Adams.

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. PA DEP-letter regarding non-building waiver for Ballpark Lane
2. Sch. Co. Solid Waste & Recycling- Annual recycling report
3. MRM Workers Comp annual meeting notice
4. PA One Call- Letter regarding 2019 refund of fees paid
5. Municipal Benefits Services- 2019 rate mitigation allocation
6. Sch. Co. Tax Assessment- 2019 PURTA report
7. House of Representatives- Letter to each board member regarding the census
8. Sch. Co. Planning & Zoning- Notice regarding public hearing for a special exception for the automotive shop on Rock Road.
9. Keith Heinbach- 2019 year-end tax reports
10. PA DEP- 2019 annual on-lot sewage disposal program and sewage management annual report
11. Keith Heinbach- 2019 interest statement for tax collection
12. Commonwealth of PA- Spotted Lantern fly permits
13. PSATS- UC statement
14. Sch. Co. Tax Assessment- letter regarding building & demolition plans & permits
15. PSATS- 2020-member letter
16. MRM Trust- Public Officials renewal application
17. Momentum Solar, SunPulse Solar LLC & Welbilt Homes- Certificates of liability
18. Sch. Co. Assessment- Assessment notice listing report
19. Office of Public Safety- New address for 28 Farm View
20. PA Township News- March issue

PUBLIC COMMENT PERIOD: No public comments.

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the February 17, 2020 regular monthly meeting without correction. This motion unanimously carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Lutz, seconded by Supervisor Brown, the February 2020 Treasurer's Report was approved with a balance in all accounts, before receipts and bills, was \$365,252.39. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

RECEIPTS: The report of receipts (February 13-March 11, 2020) listing \$36,984.81 in EIT receipts, \$49,791.55 in regular General Fund receipts and \$225,430.05 in liquid fuels 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 Supervisor Brown approving the hiring of Bruce Fehr at \$17.00 per hour on a part-time basis between March 23 and September 30, 2020, seconded by Vice-Chairman Gainer. This motion carried; Chairman Lutz abstained from voting.

Upon motion made by Vice-Chairman Gainer approving the purchase of a deck over trailer at the maximum cost of \$4,000.00 in addition to the \$2,000.00 trade in value of the township's current trailer, seconded by Chairman Lutz. This motion unanimously carried.

Supervisor Brown presented the Board with the idea of purchasing an asphalt zipper to help in the repair and maintenance of township roads. After some discussion Chairman Lutz stated that the drainage problems need to be addressed first. He stated he would like to look at the issue areas before any resurfacing can be done. Koch presented the Board with costs incurred in 2017 & 2018 for milling & paving seven roads. Koch also gave suggestions on financing. Vice-Chairman Gainer asks which of the three machines, Koch stated \$180,200. He also asked what the interest rate was on the financing. Koch stated she would have to ask. Vice-Chairman Gainer also asked of the costs given for 2017 & 2018 how much of a reduction would the new machine supply. Koch stated she would have to look into it. Vice-Chairman Gainer stated he would send Koch a formula to use to calculate the discounted cash flow and ROI on the machine. Vice-Chairman also asked if the Board moves forward what will be removed from the budget. Koch stated unbudgeted revenues can be used as a down payment with the balance being budgeted in 2021.

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 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: Koch stated in the packet sent to the supervisors was a copy of the letter received from Muncy along with the installation guide and a copy of the proposal sent by Rimkus Building Consultants. Vice-Chairman Gainer asked if it has rained significate enough or has the company done a water test since they shot them full of foam to determine if what they did worked. Koch stated they did but only for a few minutes. She also stated it wasn't long enough to determine if it is truly a fix. After more discussion Vice-Chairman Gainer suggested to go into executive session to discuss legal options at the end of the meeting.

Koch presented the Board with information regarding the ongoing water issue on Harvey Drive. Koch showed the Board where the pipe is under Harvey Drive. She stated the exit end of that pipe releases into a filtration area. The filtration area has debris that is covering half of the pipes opening. Koch suggested the road crew clean the filtration area out. After some discussion on the swale behind the homes it was discovered via the subdivision plan that each homeowner is responsible for their own erosion and sediment control. Koch was instructed to prepare a letter to the residents on Evergreen Court regarding the drainage and include a copy of the subdivision plan to highlight the swale.

Koch began with a follow regarding the position of safety officer. She stated she contacted several area boroughs and municipalities and of the ones who responded none of them have an appointed safety officer. Pine Grove Borough has a safety committee which communicates with the Chiefs of the fire companies. Koch stated she thinks the best plan moving forward would be to work with DCED to determine the best practice to move forward. Vice-Chairman Gainer agreed.

Koch stated she was contacted by PMRS regarding updates to the pension plan. She stated she had a meeting with PMRS on March 5th to discuss the details of the updates. She stated that two items are in need of updating, first was what the township considers a full-time employee. Based on the employee handbook a full-time employee is someone who works 40 hours a week. Second, Koch stated according to PMRS the township is not contributing enough for higher compensated employees. After some discussion Vice-Chairman Gainer asked with the 4.5% will the lowest compensated employee be lower than the \$500 per quarter. Koch stated yes, Vice-Chairman Gainer stated he thinks the percentage should be increased to keep the lowest compensated employee at the \$500 per quarter. Chairman Lutz agreed. Koch stated the only items that needs to be addressed at the moment is the ordinance 2020-one giving permission to update the plan. After some discussion Koch stated she will ask PMRS as to how they came up with the \$2000 per year not being enough for higher compensated employees. She said she will return next month with a percentage that provides the lowest compensated employee with the current annual amount. Vice-Chairman Gainer asked Koch to send each employees years of service, salary and ask what the minimal required percentage is for each employee that will keep the Township in compliant. Chairman Lutz and Supervisor Brown agreed. Vice-Chairman Gainer asked if any of the employees would suffer damages due to the changes to the plan. Koch stated no. Vice-Chairman Gainer asked if that included the change to full-time as 40 hours. Koch stated yes. She stated that she would lose 3 years of service because she entered the plan as part-

time in 2013 and any monies given on her behalf would be returned to the Township. Vice-Chairman Gainer asked what the amount of damages is. Koch stated she did not know. Vice-Chairman Gainer asked Koch to find out the amount and to also find out if a one-time contribution can be made into the plan so no employee is financially damaged.

Koch presented the Board with information received regarding installing a generator. She provided information on air cooled and liquid cooled generators from different companies. Koch stated with each quotation received the Township would be responsible for installing the concrete pad and dig the area and line for the propane tank. Upon motion made by Supervisor Lynn approving the purchase of a Generac 70432 air-cooled 22kw single phase with two disconnect switches with a total cost of \$10,748. Vice-Chairman Gainer asked what that decision is based on. Supervisor Brown stated it is based on research of others already using the unit. Chairman Lutz stated that a single switch would be 400amps and two switches are 200amps each. Vice-Chairman Gainer asked if a quote was received by an engineer to give a recommendation. Koch stated she asked Light-Heigel but did not receive anything. She did state that one of the quotes did include a design for \$3200. Vice-Chairman stated he does not recommend moving forward without an engineer design. The motion was seconded by Chairman Lutz. This motion carried. Vice-Chairman opposed the motion.

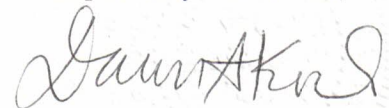
NEW BUSINESS: Koch informed the Board that in January there was an accident on Dewald Road where the driver hit the guiderail and damage them. After several attempts to collect from the insurance company it was discovered that the driver did not have insurance.

Koch presented the results of the online bids via Municibid. The 1987 Ford L8000 did not meet the minimum bid therefore not selling. The pressure washer was won by Randy Shaner for \$505.00, the various sized concrete piping was won by Andrew Adams for \$21.00, and the V-plow was won by Charlie Lex for \$51.00. Koch stated if the Board was ok with, the amounts received a motion can be made to accept all bids. Upon motion made by Chairman Lutz accepting the three bids, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer relisting the 1987 Ford L8000 with the minimal bid being 9% lower than the original amount of \$4500, 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 8:23 p.m. This motion unanimously carried.

Respectfully Submitted,



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