

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF March 15, 2021

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, March 15, 2021.

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 Greg Warg, Bruce Frymoyer, Jr., Gary Brown and John Krause.

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. MRM Trust- Contact information update
2. Mackin Engineers & Consultants- 2020 bridge inspections
3. North Manheim Township- copy of intermunicipal agreement
4. FEMA- flood insurance study materials for Schuylkill Co.
5. FEMA-letter regarding the updated floodplain ordinance adoption.
6. Sch. Co. Conservation District- letter addressed to Brian Musser 173 Hickory Road regarding the approval of his PAG-02 NPDES effective 12/7/20 through 12/24/24.
7. Bureau of Occupational & Industrial Safety- Letter addressed to Gary Hitzemann regarding White's Machine Shop approval of variance regarding the height of countertops.
8. Wilson Consulting Group, PC- Copy of the final utility coordination for Kutz Road bridge project
9. Pine Grove Township- Copy of resolution 2020-38 temporarily closing of Mountain Road (Sawmill Road)
10. PPL- Letter regarding electric choice and selling of township information.
11. Sch. Co. Treasurer- PURTA paperwork for 2021
12. Sch. Co. Voter Registration/ Election Bureau-Open office worksheet
13. Sch. Co. Assessment Bureau- assessment & revision of taxes for several residents
14. Williamson, Friedberg & Jones LLC- Statement of Financial Ethics
15. Alfred Benesch & Co.- Statement of Financial Ethics
16. Greenwich Insurance Co.- letter regarding renewal of public officials' policy
17. Fulton Bank- interest statement from tax collector
18. MBS- letter regarding the 1095 forms for 2020
19. Berheimer- second request for audit materials
20. MRM Trust- save the date regarding annual meeting of the MRM Workers Comp Pooled Trust
21. MRM- Trust notes regarding move over law
22. Momentum Solar- certificate of liability

- 23. Welbilt Homes Inc- certificate of liability
- 24. PA One Call- letter regarding refund for 2020 services
- 25. PA Township News- March issue

PUBLIC COMMENT PERIOD: Resident Bruce Frymoyer, Jr. asked when Harvey Drive would be started, the Board stated it would be addressed later on the agenda.

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the February 15, 2021 regular monthly meeting without correction. This motion carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Lutz, seconded by Supervisor Brown, the February 2021 Treasurer's Report was approved with a balance in all accounts, before receipts and bills, was \$563,414.32. Included in this motion was the approval of payment of all bills presented. This motion carried.

RECEIPTS: The report of receipts (February 11 – March 10, 2021) listing \$36,311.47 in EIT receipts, \$17,101.37 in regular General Fund, and \$210,179.56 in Liquid Fuels receipts were approved as printed upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion carried.

SOLICITOR'S REPORT: Solicitor Rick Wiest was present and deferred to address items later on the agenda.

ROADMASTER REPORTS: A motion made by Supervisor Brown approving the hiring of Matthew Fischer for part-time at a rate of \$17.00 per hour, seconded by Chairman Lutz. This motion unanimously carried.

RM Brown introduced the idea of purchasing two-way radios. RM Brown stated Nick Miller of North End Fire Company visited the township and gave two (2) radios to test. Koch added that Nick quoted \$500 for four (4) radios which includes the radios, tower, and installation with no monthly cost. Vice-Chairman Gainer, Jr. asked if the radios were truck mounted. RM Brown stated they were all handhelds. Vice-Chairman Gainer, Jr. stated his concern was driving while trying to talk could be a safety issue. RM Brown stated they need something that they could have outside of the truck for flagging. Vice-Chairman stated he was all for it, even if it costs a little more provided it covers safety inside as well as outside of the truck. Chairman Lutz agreed. Resident Gary Brown asked if the township would be doing away with cell phones once it is determined the radios work. RM Brown stated the idea was at least two of them. Vice-Chairman stated until it is understood what is needed to make everything safe, he wanted to wait on the motion. Koch asked the Board if she should also get a price on a fifth radio for the office, the Board said yes.

Koch handed out a diagram suggestion made by Chairman Lutz regarding the height of the swale on the properties on Harvey Drive. Chairman Lutz stated it was just a suggestion. Resident Bruce Frymoyer, Jr. stated he has a contractor scheduled to reconstruct the swale in his yard as well as adding a secondary swale for personal backup and safety. Bruce asked when the township was

going to start with the pipe installation. Chairman Lutz stated he would like to see two months in between the pipe installation and the scheduled roadwork. RM Brown stated the swale was to be done prior to the pipe installation, Chairman Lutz stated yes, however, he would like to see the township follow through on their end. Vice-Chairman Gainer, Jr. added that the agreement was the swale needed to be completed first. Chairman Lutz understood. Resident Bruce Frymoyer, Jr. asked if the township decide on a date and send letters to residents with the completion date. Vice-Chairman Gainer, Jr. stated when RM Brown determines when the pipe job will be started a letter will be sent to effected residents with start date, if all modifications and changes are not in by that date the township will carry on without the pipe, if everything is complete per the agreement then the pipe work will start. RM Brown stated the pipe work is scheduled for the first week in May. Vice-Chairman Gainer, Jr. asked Koch to send a letter to effected residents stating our work will commence on May 3, 2021, resident's responsibility must be completed by April 30, 2021. RM Brown stated he does not want to be the authority on whether the swale is sufficient. He continued by asking if there is another water problem where we go next. Vice-Chairman Gainer, Jr. responded that the inlet and pipe is the only work that is being done by the township. Chairman Lutz asked Koch to send him a reminder on April 23, 2021 to go over to the site with RM Brown to review swale. Resident Gary Brown suggested having a minimum description of what the effected residents should do. Chairman Lutz stated no.

Upon motion made by Vice-Chairman Gainer, Jr. approving Asphalt Maintenance Solutions, LLC for the 2021 Ultra-Thin Bonded Wearing Course project in the amount of \$107,935.98 and for the 2021 Double Bituminous Seal Coat project in the amount of \$14,921.02, 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**.

SEWAGE ENFORCEMENT OFFICER'S REPORT: A list of February 2021 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 gave an update on the Roedersville Road Bridge project. She stated she spoke with Wilson Consulting regarding the two bid options (grout bags and poured concrete). Wilson suggested holding off doing anything until the bids for the Kutz Road Bridge project come in. Wilson stated investing the excess funds from Kutz Road Bridge into Roedersville Road Bridge base and applying for a grant to replace the superstructure. The Board agreed.

Koch gave an update on the Kutz Road Bridge project. She stated she had a meeting earlier in the day with Wilson Consulting and PennDOT. Currently awaiting comments on the TS&L to submit environmental study. Right of way and utility clearances are on hold until the TS&L is approved. After those items are complete and approved the next steps consist of the structure adequacy review and final design. The GP-11 permit from DEP as been approved. Final design

and bid documents should be completed by end of June for approval to have late summer advertisement. Koch also stated she will begin submitting for reimbursement of the design.

Supervisor Brown gave a brief description of what happened during the reinstallation of the front window on March 10, 2021. He stated that due to design a cut out above the window will need to be done to install the new sill pan which will cause a need for the additional header above the outside of each window. Chairman Lutz asked what the next step is. Koch stated she received an email from Scott of Spott's Brothers stating they intend to wait for rain and review the window and if it does not rain enough, they will do a water test. Koch stated she also received an email from Mike Muncy stating the issue has nothing to do with the window, but they will stay in contact until the issue is resolved. Solicitor Wiest added that to bring a lawsuit the township would have to replace all the window's and incur all the expense up front. In the course of replacing all the windows hire an expert to provide a succinct report of the issue and responsible party. Vice-Chairman Gainer, Jr. asked what it cost to replace the windows and Chairman Lutz suggested looking back at the estimates when the building was originally built. After a brief discussion Vice-Chairman Gainer, Jr. asked Koch to get a quote from a reputable window company to replace all windows. If replacement by another company is the direction, having the forensic engineer as well as the water test company present during replacement. Opening the drywall on each window to preform a water test. Vice-Chairman Gainer asked Koch to get an updated quote from the forensic engineer to be present during the testing.

Upon motion made by Vice-Chairman Gainer, Jr. approving the adoption of **Ordinance 2020-01 Intermunicipal Agreement with North Manheim Township**, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer, Jr. approving the adoption of **Ordinance 2020-02 Floodplain**, seconded by Chairman Lutz. This motion unanimously carried.

NEW BUSINESS: Upon motion made by Supervisor Brown, approving **Resolution 2021-04 Second Amendment Sanctuary**, seconded by Chairman Lutz. This motion unanimously carried.

Koch asked the Board if a commitment letter should be signed by each guy taking the CDL-A class as was done with the CDL-B class. The Board agreed yes, an agreement letter should be signed by each employee.

Koch updated the Board with changes she made with Comcast reducing service by removing the television and fax line. Vice-Chairman Gainer, Jr. asked Koch to do some background checking with other internet providers to see if they can provide services to the township.

Koch presented the Board with an idea for a new sign for the front of the building. Koch stated the size would be 3'x5'. Koch stated the designer gave an image, but it was not of good quality to view the details. Vice-Chairman Gainer, Jr. stated he liked the idea of adding 2nd Amendment Sanctuary, the Board agreed. Koch stated she would find out and get back to the Board.

Upon motion made by Vice-Chairman Gainer, Jr. approving the PerCapita exemption submitted for Katie Richard, Tyler Scheib, and Laurie Humphrey, seconded by Chairman Lutz. This motion unanimously carried. Supervisor Brown asked that the exemption for Scott Moyer be held until further investigation can be done, the Board agreed.

Koch presented the Board with the Zimmerman Covered Bridge detour plan from Larson Design Group for approval and signatures. Upon motion made by Vice-Chairman Gainer, Jr. approving the detour plan, 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 Chairman Lutz, seconded by Supervisor Brown the meeting adjourned at 8:18 p.m. This motion unanimously carried.

Respectfully Submitted,



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