

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF May 16, 2016

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, May 16, 2016.

Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendell Gainer, Supervisor Lynn Brown, Secretary-Treasurer Dawn Koch, and Solicitor Rick Wiest. Also, in attendance were: Bob Free, Joan Schwer, Edward Smith, Sarah Miller, Mike Seafino, Cheryl Kelly, Robert Shott, Jason Natale and Sal Varacalli.

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. Office of Public Safety- 911 Service address
2. Sch. Co. Conservation District- Copy of a letter addressed to Linford Snyder regarding NPDES Permit Application, additional items needed.
3. Sch. Co. Conservation District- Copy of letter addressed to Linford Snyder regarding NPDES Permit Application, completeness review passed moved to technical review.
4. Dept of the Auditor General Bureau of Fire Audits- Copy of the audit performed on North End Volunteer Fireman's Relief Assoc.
5. Highmark Blue Shield- Employee count form
6. Roman Dinger- Copy of Oath of Office and Certificate of Election (Constable 6-year term)
7. PMRS- Activity reports for 2015
8. Integrated Risk Management- Claim acknowledgment for park
9. Sch. Co. Conservation District- Copy of letter addressed to Rick & Heather Heim regarding the Erosion and Sediment Control Plan for 340 Hetzel's Church Road
10. Alfred Benesch & Co.- Statements of financial interest
11. Sch. Co. Courthouse- 2016 Community Block Grant Funding info and application
12. PMRS- Members statement
13. Melanie Heinbach- April 2016 Tax Collector's report
14. DCED- Training flyers
15. PSATS- Township Legal Defense Partnership
16. United Concordia- collection letter regarding cancelled policy
17. Wells Fargo- Requesting Tax information
18. Vanguard- Semiannual report
19. Jason Natale- Question regarding township taking over private roads
20. Gingrich Insurance Agency- Gary Brown Certificate of Insurance
21. Local Technical Assistance Program- Training flyers
22. PA Township News- May 2016 Issue

23. Several catalogs and flyers

PUBLIC COMMENT PERIOD: Resident Robert Shott was present and addressed the Board regarding the Township taking over the maintenance of White Birch Lane. After some discussion regarding the process Supervisor Gainer stated that Mr. Shott would need to contact PennDot in Schuylkill Haven to inquire the steps needed to bring the road up to PennDot standards. In the meantime, Supervisor Gainer stated Mr. Shott could contact Roadmaster Neidlinger and they could discuss an estimate cost which would not be a quote or contract.

Resident Sal Varacalli questioned the Board as to where the Assistant Roadmaster was since the Roadmaster was unable to attend the meeting. Chairman Lutz stated that the position of the Assistant Roadmaster is during normal business and does not include meetings. Supervisor Gainer added it is preferred but not required.

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the April 18, 2016 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 April 2016 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$973,884.87. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

RECEIPTS: The report of receipts (Apr 14-May 12, 2016) listing \$19,051.71 in EIT receipts, \$156,209.12 in regular General Fund receipts was presented to the Board, all were approved upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion unanimously carried.

ROADMASTER'S REPORT: Supervisor Lynn Brown stated that a new law was passed regarding mowing and having an escort that needed to be 150 feet behind the mower. After some discussion regarding the need for part-time help the Board agreed to place an ad in the Pottsville Republican for a seasonal position.

A motion was made by Supervisor Brown to advertise for part-time seasonal employees, the ad is to run two times before the next meeting, this motion was seconded by Supervisor Gainer. This motion unanimously carried.

A motion made by Supervisor Gainer approving Roadmaster Neidlinger's monthly roadmaster report, seconded by Chairman Lutz. This motion unanimously carried.

Four sealed proposed bids were received for the 2016 Tar and Chipping. The bid received from Midland Asphalt, Inc. was unable to be included due to the company not doing the required walkthrough with Roadmaster Neidlinger. The result of the bidding was as follows:

WASHINGTON TOWNSHIP, SCHUYLKILL COUNTY						
2016 ROAD PROJECT BID RESULTS (SEAL COAT)						
May 16, 2016						
	BIDDER	TOTAL OPTION A	TOTAL OPTION B	TOTAL OPTION C	TOTAL OPTION D	TOTAL COMBINED
1.	Asphalt Maintenance Solutions LLC	\$35,424.00	\$34,850.00	\$11,784.00	\$ 2,414.00	\$ 84,472.00
2.	Martin's Paving, Inc.	\$43,571.52	\$42,865.50	\$14,494.32	\$ 2,969.22	\$103,900.56
3.	Hammaker East Ltd.	\$32,944.32	\$32,410.50	\$10,959.12	\$ 2,245.02	\$ 78,558.96

A motion made by Chairman Lutz, awarding the bid to the lowest bidder Hammaker East LTD at a total cost of \$78,558.96, seconded by Supervisor Brown. This motion unanimously carried.

Chairman Lutz updated the Board on a few items shared with him from Roadmaster Neidlinger. He stated the widening of Kemmerling Road was started and should be done by the end of next week.

SOLICITOR'S REPORT: Solicitor Wiest stated he was in conversation with SEO David Siminitus of Larson Design Group regarding an agreement for a holding tank on a small property. Solicitor Wiest stated the township is responsible for the discharge of the sewage and if authorized an escrow of \$500.00 per 1,000 gallons is required in the event something bad happens and the township is called upon to fix the tank or pump it out. Supervisor Gainer questioned Solicitor Wiest that if the property is sold what happens to the escrow, Solicitor Wiest stated it would be handled between buyer and seller.

A motion made by Supervisor Gainer approving the holding tank agreement between Sarah Miller and Washington Township for the property at 946 Deturksville Road Pine Grove, seconded by Chairman Lutz. This motion carried unanimously.

Solicitor Wiest also presented the board with a request from Wayne Township Solicitor regarding the 2015 Workers Comp fair share using the 2014 population numbers and call outs.

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

A copy of a letter addressed to Kutz Farm Equipment Inc. was received from the Sch. Co. Planning and Zoning Office regarding zoning confirmation.

SEWAGE ENFORCEMENT OFFICER'S REPORT: The April 2016 reports of Larson Design and the April/May 2016 reports of Alfred Benesch & Co. were received and reviewed. A copy of this report will be kept on file at the **Municipal Office**.

BUILDING/DRIVEWAY REPORTS: The April/May 2016 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: Secretary Koch addressed the board with an update on the building and building financing. She stated she brought the contracts prepared by Benesch to proceed with the construction. She stated in speaking with Ryan of Benesch the building construction once ordered would be 4 to 6 weeks before delivered.

Secretary Koch stated she met with three banks, a financial advisor and other PA township regarding building financing. She stated after obtaining bids for financing the next steps according to DCED are to advertise the ordinance to take on the debt, adopt the ordinance, advertise the adoption of the ordinance, complete a debt statement and a borrowing base statement, once all information is gathered send to DCED for the state approval of the borrowing.

A motion made by Supervisor Gainer approving the advertising the financial ordinance required to take on debt after all required steps of the Local Government Unit Debt Act are fulfilled and documents are reviewed by Solicitor Wiest before bringing the ordinance for approval, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Supervisor Gainer adopting **Ordinance 2016-1 Township Manager** as advertised, seconded by Chairman Lutz. This motion unanimously carried.

Solicitor Wiest asked if Secretary Koch would be filing the ordinance with the Schuylkill County Law Library and she stated yes.

Secretary Koch stated since March no one has used the land line for contacting the township and asked if it was ok to disconnect.

Upon motion made by Supervisor Gainer approving Secretary Koch to disconnect the land line at her used for Township business, seconded by Chairman Lutz. This motion unanimously carried.

Secretary Koch gave a brief update on the vandalism at the township park. She stated she forwarded the police report and estimates for damage to the insurance company. She said she is waiting on a response. Supervisor Gainer suggested posting signs and possibly video cameras. Chairman Lutz asked Secretary Koch to obtain quotes for video surveillance.

NEW BUSINESS: Items A and B under new business were tabled until June meeting.

Upon motion made by Supervisor Gainer approving the Stateside Tax Recovery percapita tax exemption presented, seconded by Chairman Lutz. This motion unanimously carried.

Secretary Koch read aloud a letter received from Frank Kintzel regarding a non-commercial regulated shooting grounds permit issued by the PA Game Commission. He requested that the township write a letter informing stating there is currently not an ordinance against such permitting. After some discussion Supervisor Gainer asked Secretary Koch to write the letter and forward it to Solicitor Wiest for his review before mailing.

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 8:20 p.m. This motion unanimously carried.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Dawn A. Koch".

Dawn A. Koch
Secretary Treasurer
Washington Township