

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF June 20, 2016

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, June 20, 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: Roadmaster Gary Neidlinger, Bob Free, Joan Schwer, Edward Smith, Layne Frantz 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. First Citizens Community Bank-check card
2. Sch. Co. Assessment- Change of assessment notice listing report
3. Sch. Conservation District- Technical deficiency letter addressed to Linford Snyder
4. Huntington Insurance- Certificate of insurance for Russell Standard Corp
5. PA Dept of Environmental Protection- Request for planning waiver for Fessler
6. Sch. Conservation District- Dirt, gravel grant deadline reminder
7. Hammaker East, LTD- Final paperwork for awarded bid
8. Office of Public Safety- 911 address for 74 Kutz Road
9. Melanie Heinbach- May 2016 Tax Collector's report
10. HA Thompson- Insurance card copies
11. HA Thompson- Workers Comp policy renewal
12. Municipal Benefits Services- Plan update
13. Dave Argall- Mini grant for Appalachian Trail Conservancy
14. Matt Cartwright- 2016 COPS Hiring Program application
15. DCED- Training flyers
16. Comcast- Channel changes
17. Friedensburg Fire Company- donation request
18. Municipal Benefits Services- Short Term Disability Dividends Check
19. Signature Information Solutions- right to know requests
20. PA Township News- June 2016 issue
21. Bethel Twp- Comprehensive plan
22. Several catalogs

PUBLIC COMMENT PERIOD: No public comments

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the May 16, 2016 regular monthly meeting without correction. This motion unanimously carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Supervisor Gainer questioned the invoice from Mars for the truck inspection and suggested Roadmaster Neidlinger get a quote to present to the Board for items over \$1,000.00 before performing future inspections unless it is an emergency. Roadmaster Neidlinger stated he would provide a list of each truck and their months of inspection.

Upon motion of Chairman Lutz, seconded by Supervisor Brown, the May 2016 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$1,083,426.98. Included in this motion was the approval of payment of all bills presented except for the invoice from Northern Tools in the amount of \$197.71. This motion unanimously carried.

RECEIPTS: The report of receipts (May 13-June 16, 2016) listing \$30,440.66 in EIT receipts, \$19,470.64 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: Roadmaster Neidlinger was present and gave an update on Kemmerling Road, he stated he met with Ryan Fasnacht of Benesch Engineering at the preproduction meeting.

The double sealcoat project will begin after the fourth of July.

Dewalt Road has a sink hole that needs to be repaired. Roadmaster Neidlinger stated he needs to contact PA One Call before performing any work.

Supervisor Gainer asked Roadmaster Neidlinger about reviewing the pipe structures throughout the township. He asked Roadmaster Neidlinger to contact Ryan of Benesch Engineering to get a check list of what to look for in regards to each pipe structure.

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

Supervisor Brown gave his suggestion to the Board as to hire both Joshua Carl and Dean Marbarger for seasonal helpers.

Upon motion made by Chairman Lutz approving the hiring of Joshua Carl and Dean Marbarger at a rate of \$14.00 per hour for seasonal help, seconded by Supervisor Brown. This motion unanimously carried. Supervisor Gainer added that both seasonal helpers will report to Roadmaster Neidlinger and if any issues he is to contact either Supervisor Brown or Chairman Lutz. Roadmaster Neidlinger stated he will need to add a strobe light to the race truck to be the escort.

Supervisor Gainer asked Secretary Koch to add to calendar for April meeting each year to advertise for summer seasonal help.

Roadmaster Neidlinger stated the Tiger boom mower blades are driven by a hydraulic motor that is slowing down. He stated it is pushing the weeds forward rather than chopping and pushing out the back. Supervisor Brown suggested taking it to Garman to get an estimate to get the hydraulic motor fixed.

SOLICITOR'S REPORT: Solicitor Wiest was present and stated he had no new items to report but would speak about the office building once addressed on the agenda.

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

A copy of a letter addressed to Edward & Joann Brown was received from the Sch. Co. Planning and Zoning Office regarding the plan they submitted has been determined to be administratively complete.

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

BUILDING/DRIVEWAY REPORTS: The May/June 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**.

Secretary Koch presented the Board with a list of township residents that applied for a zoning permit to construct an Ag structure but have not obtained a permit through the township for an Ag structure permit. Upon motion made by Supervisor Gainer approving that Secretary Koch contact the residents via letter stating they have not purchased the proper Ag structure permit through the township office, seconded by Chairman Lutz. This motion unanimously carried.

Layne Frantz a member of the audience stated he was concerned with the driveway installed at the Brian Musser property. Supervisor Gainer asked Secretary Koch to contact Ryan at Benesch Engineering and have him confirm whether the driveway was installed per the plan submitted and if not Solicitor Wiest is to construct a letter to Mr. Musser stating any differences.

Secretary Koch stated the grant applications for the three bridges must be resubmitted per Ryan of Benesch Engineering. Supervisor Gainer asked Secretary Koch to obtain a quote and bring it before the board at the next meeting if time allows.

OLD BUSINESS: Secretary Koch presented the Board with a breakdown of the three quotes received from First Citizens Community Bank, Fulton Bank and Riverview Bank in regards to the bank loan for the office building. After some discussion regarding the quote Supervisor Gainer stated that First Citizens Community Bank should be taken off the table due to the pre-

payoff penalties and undisclosed fees. Solicitor Wiest added the two remaining banks should provide a formal commitment letter for review.

Upon motion made by Supervisor Gainer approving the advertising of a special meeting to discuss the financing of the office building once all items are received, seconded by Chairman Lutz. This motion unanimously carried.

Secretary Koch asked that item C insurance update regarding park vandalism be table until the next meeting due to not having a proper update.

Secretary Koch presented the board with the new cost to have Comcast install service to the township garage and new office building once built. After some discussion regarding the costs and meeting held with John Ginder of Comcast a decision was made to proceed with the installation.

Upon motion made by Supervisor Gainer approving Comcast to install new lines to the Township Building at a cost to the township in the amount of \$5,395.66, seconded by Supervisor Brown. This motion unanimously carried.

NEW BUSINESS: Secretary Koch stated that Gary Anderson was to be present again to present the board with the Agricultural Security Area application. Supervisor Gainer asked Secretary Koch to write Mr. Anderson a letter stating he was on the agenda two months in a row and did not appear and therefore will not be placed back on the agenda.

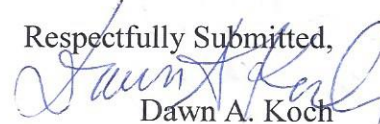
Upon motion made by Supervisor Gainer approving the Per Capita tax exemption request from Statewide Tax Recovery for Alyson L Keefer non-resident, Lauren Davis military, non-resident, and Macy Lengle student, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion of Supervisor Gainer, approving the donation of \$4,500.00 to Pine Grove HH&L, Friedensburg, North End and Summit Station Co. #1 fire companies, seconded by Chairman Lutz. This motion unanimously carried.

Secretary Koch addressed the Board with a request from Pine Grove Area Youth Soccer Association to use the township park between July 1 and November 15, 2016. Roadmaster Neidlinger stated the park is normally closed by October 31 each year. Upon motion made by Supervisor Gainer approving the use of the park with the exception that in the event of colder weather the park must be closed, 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 8:21 p.m. This motion unanimously carried.

Respectfully Submitted,



Dawn A. Koch

Secretary Treasurer Washington Township