

WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS  
SPECIAL MEETING OF July 6, 2016

The Special meeting of the Washington Township Board of Supervisors was held Monday, June 20, 2016 to discuss the office building financing.

Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendell Gainer, Secretary-Treasurer Dawn Koch, and Solicitor Rick Wiest.

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.

**PUBLIC COMMENT PERIOD:** No public comments

**TOWNSHIP BUILDING FINANCING:** After some discussion regarding the options presented by Fulton Bank and Riverview Bank, Supervisor Gainer suggested accepting Fulton Banks offer.

Upon motion made by Supervisor Gainer accepting the Fulton Bank proposal dated 6/2/2016 for the principal amount of \$200,000.00 at an interest rate of 2.42% for a term of 84 months, seconded by Chairman Lutz. This motion carried.

Supervisor Gainer asked Secretary Koch to contact each of the banks to inform them of the Boards decision.

Supervisor Gainer asked what would need to be done to adopt the ordinance at the July meeting. Solicitor Wiest stated the ordinance would need to be updated with the tax exemption, Secretary Koch would need to send the note to Fulton Bank for their attorney to approve. Once the note is approved by Fulton Bank it can be inserted into the ordinance and an advertisement can be done to give notice of the intent to take action on the ordinance at the July meeting.

Upon motion made by Supervisor Gainer approving the advertising of the intent to adopt **Ordinance 2016-2 General Obligation Note** based on the ordinance and note formats submitted at the July 6, 2016 meeting, seconded by Chairman Lutz. This motion carried.

Supervisor Gainer asked Secretary Koch what the next steps are once ordinance and note are adopted. Secretary Koch stated once all documents are received they must be sent to DCED for final approval.

Supervisor Gainer asked Secretary Koch to contact Ryan from Benesch Engineering and update him on the estimated approval of DCED by end of July early August with a target to release work after the first week in August.

Upon motion made by Supervisor Gainer approving the advertising to recruit and hire for the position of Township Manager, seconded by Chairman Lutz. The motion carried.

Supervisor Gainer stated he will submit the job description. He stated the advertisement should state Washington Township will be filling the position of Township Manager any interested parties can go to the website to find instructions on the job itself and the application process.

Secretary Koch asked the Board where they would like the application sent. Solicitor Wiest stated sending them to him would be ideal.

Supervisor Gainer stated the applicants should include a detailed resume with five years of recent job history, references (professional and personal), must be bondable, State Police background check, and FICO credit score.

**ADJOURNMENT:** There being no further business to come before the Board of Supervisors of Washington Township, upon motion of Chairman Lutz, seconded by Supervisor Gainer, the meeting adjourned at 6:34 p.m. This motion unanimously carried.

Respectfully Submitted,



Dawn A. Koch  
Secretary / Treasurer  
Washington Township