

WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING OF August 19, 2019

The Board of Supervisors went into executive session to discuss personnel at 6:00pm and adjourned at 6:45pm with no decisions being made.

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, August 19, 2019.

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 Joan Schwer and Sal Varacilli.

Chairman Lutz opened the meeting with the pledge of allegiance.

**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. Edward Redding- annual maintenance report for small flow treatment 3432 Sweet Arrow Lake Road
2. PPL- Letter regarding working being planned for new poles
3. Pine Grove HHL- Thank you letter
4. DSlim Design- Letter giving notice that a GP-7 permit has been submitted for 12 Hunters Drive, Keith Burkhardt
5. Certificates of insurance for: Construction Masters Services, LLC, Powerton Generators, Inc.
6. Patton & Company CPAs- Notice they are no longer doing municipal audits
7. Keith Heinbach- July 2019 Tax Report
8. Sch. Co. Assessment- Change of assessment notice listing report
9. FEMA- Notice of proposed floodplain map update
10. Statewide Tax Recovery- Cancellation report for July 2019
11. Andrea Kimmel/ DBA Sparkle Cleaning Service- Updated pricing for cleaning
12. PSATS NewsBulletin- August 2019 issue
13. Sch. Co. Assessment Bureau- Notice of appeal hearing for Pine Haven Parochial School 160 Oak Road and Andrew & Melinda Diehl 21 Hidden Acres. Hearings are set for September 5<sup>th</sup>
14. Blythe Twp. Landfill- Notice of new business for receiving of construction & demolition materials
15. PA Township News- August 2019 issue

**PUBLIC COMMENT PERIOD:** Resident Sal Varacilli was present and addressed the Board with two items. First, he informed the Board that there have been several kids on the Covered Bridge jumping to the stream below. He has asked the Board to contact the County and inform them. Second, he wanted to submit a formal complaint regarding the condition of the lawn at the municipal office on July 27, 2019. Sal stated the condition of the lawn was not presentable for a municipal building and asked the Board to consider purchasing equipment to bring the mowing

in house. He stated if that is not an option, he requests that the Board bid the work for the new year. The Board stated they would look into it.

Resident Wendell Gainer addressed the Board with a complaint regarding the front of his property where the road crew cut shoulders. He presented pictures showing large ruts made by one of the machines as well as areas where notches were taken out of the ground and not leveled or made presentable. He requests that the township fix what has been damaged. He asked that he be treated as any other resident be treated.

**APPROVAL OF MINUTES:** Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the July 15, 2019 regular monthly meeting without correction. This motion unanimously carried.

**TREASURER'S REPORT AND BILLS FOR APPROVAL:** Upon motion of Chairman Lutz, seconded by Vice-Chairman Gainer, the July 2019 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$481,791.87. Included in this motion was the approval of payment of all bills presented, including the addition of the bill for Nathaniel Eby for the \$100 park rental deposit return. This motion unanimously carried.

**RECEIPTS:** The report of receipts (July 11-August 14, 2019) listing \$20,919.03 in EIT receipts, \$12,966.41 in regular General Fund receipts were approved upon motion of Chairman Lutz, seconded by Vice-Chairman Gainer. This motion unanimously carried.

**ROADMASTER'S REPORT:** Road Master (RM) Brown stated a meeting has been set up with Jenna St. Clair of the Conservation District for Monday August 26, 2016 to begin work on Trophy Road. Leon questioned two days on the RM report that showed the RM being paid for 2 hours each day. It was explained that one was for wires down on Ferebees Road and the other was for wires down on Hickory Road.

Upon motion made by Chairman Lutz, approving the Road Masters report, seconded by Vice-Chairman Gainer. This motion unanimously carried.

**SOLICITOR'S REPORT:** Solicitor Rick Wiest was present with no new business to report.

**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**.

A letter addressed to Dale & Regina Stoltzfus was received regarding the Stoltzfus/Stump lot annexation plan being administratively complete.

**SEWAGE ENFORCEMENT OFFICER'S REPORT:** A list of July 2019 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 updated the Board regarding the 2019 Per Capita exemption for Andrew Hamilton. She stated after sending the letter last month she received a call from Andrew's mother regarding his exemption status. Koch informed her of the needed paperwork. Koch also stated she has not received anything nor has heard from anyone. Koch asked to provide a second request and if nothing is received to send it to the tax collector to reverse the exemption. The Board agreed.

Upon motion made by Vice-Chairman Gainer approving the purchase of the Fleet Maintenance Software in the amount of \$1,495.00 as well as the support package in the amount of \$199.00 per year, seconded by Chairman Lutz. This motion unanimously carried.

Koch updated the Board regarding the CDL training stating the cost is \$4,395.00 after some discussion the Board asked Koch to come up with a three-year prorated plan and budget for the 2020 year.

**NEW BUSINESS:** Koch addressed the Board with an update on the new FEMA Floodplain Maps. She stated the website has been updated to include a floodplain page for resident to go and verify their addresses. She also stated she has included the floodplain information in the upcoming newsletter.

Koch presented the Board with the 2020 Minimal Municipal Obligation (MMO) for the Township's Pension Plan. She stated the Board gave each employee \$2000 in 2019 and that the plan agreement is for \$1000. She stated if the Board chooses to continue with the \$2000 a new resolution will need to be done.

Upon motion made by Chairman Lutz approving the MMO for 2020 to remain at \$2000 per employee with **Resolution 2019-10**, seconded by Vice-Chairman Gainer. This motion carried with two yes with Lynn Brown abstaining.

Koch informed the Board that one of the color printers has stopped working and requested the authority to purchase a new one. Upon motion made by Vice-Chairman Gainer approving the purchase of an all-in-one printer, seconded by Chairman Lutz. This motion unanimously carried.

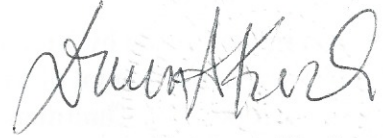
Koch presented the Board with a copy of the next newsletter.

Chairman Lutz requested to schedule a workshop to discuss township organization on September 9<sup>th</sup> at 7:00pm.

Chairman Lutz addressed the Board regarding two properties on Fox Road that have not complied with the E&S plan that was impressed upon an owner on Farm View. He stated as a Board it is their responsibility to ensure all residents are being treated equally and asked that Koch contact the Conservation District to ensure the additional two properties comply with the plan as well. It was suggested by Vice-Chairman Gainer that any new development should be required to be backed by a bond in the event the work is not complete the Township can use the bond to complete the requirements.

**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 7:58 p.m. This motion unanimously carried.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Dawn Koch", written in a cursive style.

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