

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF September 16, 2019

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, September 16, 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 Gary Brown, Bob Free and Ralph Robinson.

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. PSATS- Ballots for new board candidate to serve 1/1/20-12/31/22
2. Ehrlich- Price increase notice
3. PSATS- 2020 unemployment compensation rate
4. Sal Varacilli- Right to know request
5. Fulton Bank- Rules & regulations changes
6. Jean Moyer- Right to know request
7. Pickering, Corts & Summerson- Certificate of liability
8. Sch. Co. Conservation District- Copy of a letter addressed to Lloyd High regarding Fox Hill Acres Subdivision lots not having stormwater management facilities per plan
9. PMRS- Copy of Chris Light's welcome letter
10. Pennsy Supply- Certificate of liability
11. Sch. Co. Township Officials Association- Invitation to the Township Officials Convention to be held on 10/16/19 at Mountain Valley Golf Course.
12. County of Berks Planning Commission- Copy of comprehensive plan 2030 draft updates
13. Keith Heinbach- Tax Collectors reports
14. Sch. Co. Court of Common Pleas- Real Estate Tax Sale
15. Sch. Co. Court of Common Pleas- Distribution of proceeds from real estate tax sale
16. PA Township News- September 2019 Issue
17. Several flyers, advertisements, catalogs, etc.

PUBLIC COMMENT PERIOD: No public comments.

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the August 19, 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 August 2019 Treasurer's Report was approved as printed, with a balance in all accounts, before receipts and bills, of \$367,898.51. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

RECEIPTS: The report of receipts (August 15-September 11, 2019) listing \$34,945.91 in EIT receipts, \$10,416.54 in regular General Fund receipts were approved as printed upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion unanimously carried.

ROADMASTER'S REPORT: Road Master (RM) Brown gave the Board a brief update on the Trophy Drive grant project.

Upon motion made by Chairman Lutz, approving the Road Masters report as presented, seconded by Vice-Chairman Gainer. This motion 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 granting the Stoltzfus/Stump lot annexation plan's final approval.

A letter addressed to Jarius Musser was received regarding the Poultry Operation time extension being approved.

SEWAGE ENFORCEMENT OFFICER'S REPORT: A list of August 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: No old business to report.

NEW BUSINESS: Koch presented the Board with a tax exemption request from Statewide Tax Recovery for Sherri S Seiverling. Upon motion made by Vice-Chairman Gainer approving the exemption for 2018's per capita tax, seconded by Chairman Lutz. This motion unanimously carried.

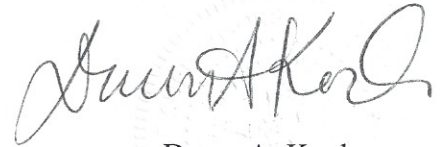
Upon motion made by Vice-Chairman Gainer, approving the removal of the Road Master's, Full-time Road Crew and Full-time Entry Level job descriptions from the employee handbook, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer, approving the addition of the Vegetation Control Technician, Facilities Technician, Road Technician, and Public Work Coordinator/ Mechanic job descriptions into the employee handbook, seconded by Chairman Lutz. This motion unanimously carried.

Vice-Chairman Gainer asked Koch to begin working on a job performance increase policy. He stated the policy should outline the process in approving increased based on merit. It should also include employee review process.

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 7:19 p.m. This motion unanimously carried.

Respectfully Submitted,



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