

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF October 17, 2016

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, October 17, 2016.

Those in attendance were: Chairman Leon Lutz, Supervisor Wendell Gainer, Jr., Supervisor Lynn Brown, Secretary-Treasurer Dawn Koch, and Solicitor Rick Wiest. Also, in attendance were: Joan Schwer, Bob Free, Sal Varacalli, Sam Kutz, Lorenda Kutz, Emma Kutz, Sammy Kutz and Reese Kutz.

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.

At 7:01pm Supervisor Gainer asked for an executive secession to discuss personal matters. They returned at 7:10pm with no decisions being made.

A motion was made by Supervisor Gainer offering Secretary Koch the position of Township Manager, seconded by Chairman Lutz this motion unanimously carried. Supervisor Gainer stated he would send an offer letter to Secretary Koch, and follow up with an update at the next meeting.

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- confirmation letter to remove Layne Frantz from STD and Life Ins
2. PSATS UC- 2017 UC rate
3. PA Department of Transportation- 2017 Liquid Fuels Estimate
4. Alfred Benesch & Company- Copy of Pre-Construction minutes held 9/16/2016
5. Fulton Bank- letter requesting additional information
6. Board of Assessment appeals- copy of letter addressed to Santiago-Garcia regarding assessment appeal, board denied appeal
7. Sch. Co. Assessment Bureau- copy of letter addressed to Melanie Heinbach regarding the exoneration of real estate tax for Wendy Walton who is a veteran
8. Office of Public Safety- 911 service address for Brandon Smith of Farm View Road
9. Office of Public Safety- 911 service address for JMAC Realty for 46 Tori Drive
10. Office of Public Safety- 911 service address for JMAC Realty for 52 Tori Drive
11. PA DEP- Copy of earth disturbance inspection report for John & Doris Nystrand land North of Martins Road
12. Sch. Conservation District- letter regarding Kemmerling Road erosion & sediment control plan review
13. Bognet, Inc.- Copy of payroll for week ending 9/25 & 10/2/2016
14. Melanie Heinbach- September 2016 Tax Collectors Report

15. Sch. Co. Conservation District- copy of letter addressed to Heather Thompson and Bobbi Jean Fasnacht regarding the NPDES permit for storm water discharge
16. Sch. Co. Conservation District- copy of letter addressed to Heather Thompson and Bobbi Jean Fasnacht regarding the completeness of NPDES permit
17. Sch. Co. Conservation District- copy of letter addressed to Bob Kensinger, Jr. regarding erosion & sediment control plan review
18. PA DEP- Letter regarding the approval of 3 Frantz Road subdivision exception
19. OTM, LLC- copy of final subdivision plan for 3 Frantz Road
20. Matt Cartwright- letter regarding assistance to fire fighter grant program
21. PA Dept of Conservation & Natural Resources- information regarding 2017 grant opportunities
22. PSATS- copies of 2016 acts of legislature
23. PSATS- 2016 Wage & Benefits Survey results
24. PA Township News- October 2016 issue
25. Several flyers and catalogs

PUBLIC COMMENT PERIOD: Resident Sal Varacalli addressed the board regarding the value of the Township ballpark. After some discussion Supervisor Gainer made a motion to approve the obtaining of appraisals of the Township ballpark for informational purposes, seconded by Chairman Lutz. This motion unanimously carried.

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the September 19, 2016 regular monthly meeting without correction along with the October 11, 2016 budget prep meeting without correction. This motion unanimously carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Lutz, seconded by Supervisor Brown, the September 2016 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$565,521.51. Included in this motion was the approval of payment of all bills presented. Chairman Lutz added that BJH Electrical is to be paid out of the Fulton Bank account. Supervisor Gainer added that all bills pertaining to the building construction will be taken out of the Fulton Bank account. This motion unanimously carried.

RECEIPTS: The report of receipts (Sept. 15- Oct. 12, 2016) listing \$30306.01 in EIT receipts, \$44,172.33 in regular General Fund receipts, and \$200,000.00 deposited into the Fulton Bank account from the office building loan 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 not present at the meeting.

A motion made by Chairman Lutz approving Roadmaster Neidlinger's monthly roadmaster report with the minor change of item 5 from sick hole to sink hole, seconded by Supervisor Brown. This motion unanimously carried.

SOLICITOR'S REPORT: Solicitor Wiest was present and discussed the issue raised regarding the permits for Linford Snyder. Solicitor Wiest stated he was instructed to write a letter regarding the permits but before that happened he was instructed to stop due to the resident applying and paying for said permits. After some discussion on the issue Solicitor Wiest stated he would speak Ryan of Benesch to obtain current progress.

Upon motion made by Supervisor Gainer approving Solicitor Wiest to decide after speaking with Ryan Fachnact from Benesch whether to allow Linford Snyder the continued use of the driveway or shut driveway down until all permits are in place, seconded by Supervisor Brown. This motion carried unanimously.

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

SEWAGE ENFORCEMENT OFFICER'S REPORT: The September 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 September 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 stated the road crew applications were due by October 15, 2016 with three (3) being received. After the Board had the chance review the applications Supervisor Gainer stated he would set up an interview committee and interviews.

Secretary Koch asked that item b skidloader be tabled for a future meeting.

NEW BUSINESS: Upon motion of Chairman Lutz, seconded by Supervisor Brown, the 2016 Volunteer Firemen's Relief Allocation will be distributed as follows: 25% to HH & L #1 Relief Association, 25% to North End Relief Association and 50% to Wayne Township Relief Association (Friedensburg and Summit Station) as done is previous years. This motion unanimously carried.

Upon motion made by Supervisor Gainer authorizing Secretary Koch to obtain bids from CPA firms to perform the 2016 financial audit of the Township, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion of Supervisor Gainer, seconded by Chairman Lutz, carried by all, authorization was given to advertise the Boards intent to hire a CPA to perform the 2016 annual audit.

Upon motion of Supervisor Gainer authorizing the transfer of the balance of the budgeted amount for the office building from the Vanguard account into the Fulton Bank account in the amount of \$136,122.61, seconded by Chairman Lutz. This motion unanimously carried.

Secretary Koch presented the Board with the 2017 Health, Dental and Vision cost stating there will be an 8% increase to the medical only.

Upon motion made by Chairman Lutz approving to stay with the same health, dental and vision plan as in 2016 with the township absorbing the additional cost increase, seconded by Supervisor Brown. This motion unanimously carried.

The 2017 proposed budget was presented and reviewed. Upon motion of Supervisor Gainer, seconded by Chairman Lutz, carried by all, authorization was given to advertise that the Township's 2017 proposed budget is available for inspection.

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 7:46 p.m. This motion unanimously carried.

Respectfully Submitted,



Dawn A. Koch
Secretary Treasurer Washington Township

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October 17, 2016