

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF October 19, 2020

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, October 19, 2020.

Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendell Gainer, Supervisor Lynn Brown, Solicitor Rick Wiest and Dawn Koch, TM/Sec/Treasurer. Also, in attendance were Joan Schwer, Greg Warg, Bruce Frymoyer, Kristin Pfluger, Connor Rada, Stephen Rada, Christa Hartman and Gary Brown.

Chairman Lutz opened the meeting with the pledge of allegiance. Chairman Lutz reminded the residents of the notices, 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. Sch. Co. Planning & Zoning- Copy of a letter addressed to Cynthia Motter of 348 Camp Road regarding the approval of the preliminary plan for Harty Chicken Houses.
2. Sch. Co. Planning & Zoning- Copy of a letter address to Dennis & Miriam Nolt of 105 Turkey Farm Road and Keith Fessler, Jr of 100 Turkey Farm Road regarding the administratively complete plan submittal to increase the size of 100 Turkey Farm Road by boundary line adjustment.
3. PSATS UC Group Trust- 2021 UC rate
4. Sch. Co. Office of Public Safety- New addresses for 4 Tori Lane, 42 Tori Lane, and 7 Tori Lane.
5. Sch. Co. Board of Assessment- Notice of final determination and order of 116 Covered Bridge Road.
6. PA Dept. of Transportation- letter regarding plans available for review of the rehabilitation project on the covered bridge on Covered Bridge Road.
7. Keith Heinbach- September 2020 Tax Collector report
8. Rick Wiest- Letter regarding township road widths
9. Internal Revenue Service- 1099 discrepancy notice
10. Friedensburg Fire Company- Thank you for donation
11. PA Municipal Retirement System- Change in leadership letter
12. PSATS- Updates
13. Responsible Recycling Services- 2020 Electronics event certificate
14. Lebanon Valley Trailer- Thank you note
15. PA Township News- October 2020 issue

PUBLIC COMMENT PERIOD: None

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the September 21, 2020 regular monthly meeting without correction. This motion unanimously carried.

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TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Lutz, seconded by Supervisor Brown, the September 2020 Treasurer's Report was approved with a balance in all accounts, before receipts and bills, was \$822,700.47. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

RECEIPTS: The report of receipts (September 17-October 14, 2020) listing \$33,927.20 in EIT receipts, \$32,196.22 in regular General Fund receipts were approved as printed upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion unanimously carried.

SOLICITOR'S REPORT: Solicitor Wiest addressed the Board regarding a copy of an intermunicipal agreement he was asked to review. He stated our agreement should clearly state that the agreement can be terminated at any time on short notice by either side. RM Brown stated that the agreement renewed every year with the option of ending at any time. Vice-Chairman Gainer asked if the agreement stated that and RM Brown said yes. Solicitor Wiest asked RM Brown if he was proposing to mirror exactly the agreement he provided, RM Brown responded yes. A motion made by Supervisor Brown approving Solicitor Wiest to work with RM Brown to draw up the agreement between Washington Township and North Manheim sharing equipment and manpower, seconded by Vice-Chairman Gainer. This motion unanimously carried. Solicitor Wiest stated he will put an agreement together and submit to the Board for review that can be submitted to the North Manheim solicitor for review.

ROADMASTER REPORTS: Roadmaster (RM) Brown announced that Gary Wolfe announced his retirement date as of December 31, 2020. RM Brown proposed hiring Bruce Fehr as full-time and Kim Kimmel as part-time for winter. Vice-Chairman Gainer asked if interviews would take place or advertise the positions. RM Brown stated we've done that already and stated we have been receiving applications for a while. Vice-Chairman Gainer asked but was it advertised. Koch answered no. Vice-Chairman Gainer stated it is best to advertise the position, prior to doing that a discussion should be had regarding if the position is needed, what does the position look like and to make sure the advertisement incorporates that. He also stated based on applications received doing an applicant review, narrowing it down to three (3) and interviewing them. Supervisor Brown made a motion to advertise one (1) full-time and one (1) part-time road position, seconded by Chairman Lutz. This motion unanimously carried.

RM Brown deferred to Koch regarding Roedersville Bridge. Koch stated she contacted DEP regarding the maintenance work that needs to be done. She stated that since the bridge was built prior to 1979 the Township could apply for a waiver to do the maintenance work. She also stated that if the Township obtained the GP-11 that it would be good for any future maintenance work that may need to be done. Koch and RM Brown agree obtaining the GP-11 is the better way to go in the event other maintenance work would need to be done since only one side of the bridge needs work at this time. Koch stated she completed the PNDI and received a no further review from all sources. Koch stated that the DEP rep explained that the inspector's drawings could be submitted along with the permit that an engineered drawing was not needed. She also stated that the rep said we could use an engineer to draw up bid documents if needed. Koch also stated she sent all information to Light-Heigel to see if there was any more, they would add and is awaiting their response. Vice-Chairman Gainer stated that is good news and asked if that constitutes the completing of the response to the inspection. Koch stated yes.

Chairman Lutz made a motion to accept the Roadmaster report, seconded by Vice-Chairman Gainer. This motion unanimously carried.

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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**.

SEWAGE ENFORCEMENT OFFICER'S REPORT: A list of September 2020 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 asked the Board about adding an annual increase to the fire companies' donation. She suggested for 2021 to add \$100 to each. Chairman Lutz asked Vice-Chairman Gainer if he was in favor of an increase to the fire company donations. Chairman Lutz stated he would like to see it done on an annual basis. Vice-Chairman stated as long as it is on a year to year basis and not an automatic increase. Koch stated she would make it part of the budget prep.

Chairman Lutz asked RM Brown if he has anything on Harvey Drive, his response was no. He then asked Solicitor Wiest if he had anything. Solicitor Wiest stated he looked through it and looked back on the map that stated amended to previously recorded plans and wanted to see the original plans. Solicitor Wiest stated there wasn't much difference between the two plans. He stated he leafed through the draft report again and didn't see anything wrong other than it being a draft with a handful of typos. He stated it should be in final format because it says draft all over it. Koch added that it has draft on it because when the engineer was here, he gave us the draft to review before he submitted the final, she stated no one has gotten back to him. Solicitor Wiest agreed no one has gotten back to him because it wasn't studied. Solicitor Wiest stated so the engineer isn't embarrassed with some of the errors that are in it, he would like to point those out and have him correct them. Vice-Chairman Gainer added that there are a couple points of clarity that he would like cleaned up and made clear. Vice-Chairman Gainer asked approval from the Board to get the point to the engineer and have the final released for distribution at the next monthly meeting. The Board agreed. Solicitor Wiest stated he would call him with his correction, Vice-Chairman Gainer stated he would send his updates to Solicitor Wiest and requests a week to review prior to the final being available for public document.

Solicitor Wiest reported there was a collective effort to come out and look at the windows with the group this week. He continued with the window, stucco, and general contractor are awaiting an answer as to that they are allowed to do when they come out. Vice-Chairman Gainer asked if their intention was to come and take out a window. Solicitor Wiest stated he isn't sure what their intentions are. Supervisor Brown add that they have done that 3-4 times, taking the whole window out including the window frame. He stated they flashed and caulked the front three windows and they still leak. Supervisor Brown stated he would like brought to their attention that because the drywall is already damaged the wall needs to be opened and a proper water test done not just spraying a hose. Vice-Chairman Gainer stated Supervisor Brown makes legitimate points however he also believes they have not heard that request from the Board. Vice-Chairman Gainer added everyone needs to be brought in this week and sit down discuss the issues, the history and explain what the Township wants. Vice-Chairman Gainer gave two dates Wednesday October 28 and Thursday October 29 after 1:30pm to meet with everyone. Solicitor Wiest will contact all parties involved and nail down a date and time for everyone to meet and relay that

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date and time to the Board. Vice-Chairman stated once that is done Solicitor Wiest is not needed at that meeting.

NEW BUSINESS: Upon motion made by Chairman Lutz approving the distribution of the Firemen's Relief monies received as in previous years, 50% to Wayne Township Firemen's Relief, and 25% each to HHL # 1 of Pine Grove & North End of Pine Grove, seconded by Supervisor Brown. This motion unanimously carried.

Koch requested permission to seek audit proposals for the 2020 audit. Upon motion made by Vice-Chairman Gainer granting permission to see audit proposals for the 2020 audit, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer, approving the advertising of the intent to hire a CPA to perform the 2020 audit, seconded by Chairman Lutz. This motion unanimously carried.

Koch presented the Board with an update on outside insurance pricing versus our current plan stated a similar plan with a \$500 deductible would cost the township over \$3,200.00 more a month. Upon motion made by Vice-Chairman Gainer approving the Township stays with the current healthcare plan, seconded by Chairman Lutz. This motion carried unanimously.

Solicitor Wiest stated he received a call from Attorney D'Nicola Pine Grove Township's solicitor regarding the closing of Sawmill Road. He stated Pine Grove Township is having trouble on their side of Sawmill (Mountain Road) with people dumping. He stated Pine Grove Township wants to close their side of the road and asked if Washington Township would consider closing it somewhere on our end. After a brief discussion it was decided that Supervisor Brown would reach out to Pine Grove Township to discuss the matter. Vice-Chairman Gainer suggested we tell Pine Grove Township to do what they have to do but that Washington Township will continue as we are to take care of our residents.

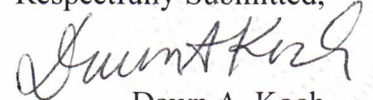
Upon motion by Vice-Chairman Gainer approving the Statewide Tax Recovery for Jane Lengel in the amount of \$10.00, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion by Vice-Chairman Gainer approving the list of 2020 PerCapita exemptions received from Tax Collector Keith Heinbach, seconded by Chairman Lutz. This motion unanimously carried.

A motion by Vice-Chairman Gainer approving the advertising of a budget workshop on Monday, November 2, 2020 at 6:00pm, 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 7:56 p.m. This motion carried.

Respectfully Submitted,



Dawn A. Koch
TM/Sec. Treas.

Washington Township

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