

WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING OF November 15, 2021

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, November 15, 2021.

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 John Krause, Bob Free and Ben Schneider.

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 letter address to Frederick G. Lewert, Jr. of 3838 Sweet Arrow Lake Road regarding the submittal of a subdivision plan being administratively complete and, on the December 8, 2021, agenda to be reviewed by the planning commission.
2. Keith Heinbach- Tax Collector report for October 2021
3. PA Liquor Control Board- Letter informing the township the liquor license held by Dutchmen MX Park LLC is in the process of being transferred to MKG MX LLC
4. Sch. Co. Assessment- Change of assessment notice listing report
5. Sch. Co. Office of Public Safety- copy of letter regarding a new address for 13 Arrowhead Lane.
6. Light-Heigel & Associates, Inc.- Letter with 2022 rates for Floodplain Administrator and Driveway Permit official.
7. DCED- Letter regarding 2022 report filing dates.
8. HA Thompson- 2022 Treasurer's Bond
9. PSATS- 2022 UC rate
10. PA Department of Revenue- Letter regarding the changes to the way the PURTA funding is calculated.
11. PMRS- 3<sup>rd</sup> quarter information and update letter.
12. PSATS- Letter regarding life insurance & STD coverage changes, updates, and options.
13. PMRS- 2019 GASB 68 reports.
14. PA Township News- October 2021 issue
15. Cell Coverage Mapping, LLC- letter regarding the process of mapping wireless coverage within Schuylkill County.
16. PSATS- book celebrating 100 years of PSATS

17. Flyers, magazines, catalogs, etc.

**PUBLIC COMMENT PERIOD:** Ben Schneider of Moyers Station Road was present to express a concern regarding the 90 degree turn in the road next to his house at the corner of Moyers Station and Log Lane. He stated several vehicles have missed the curve and have ended up in his yard. He stated he placed large rocks in the curve but recently a vehicle made their way over the rocks and inches from his house and wife's car. He stated he knew who the owner of the vehicle was. He stated he is concerned for his children and asked the Board if there is anything the Township could do to help the situation. Road Master Brown stated he didn't believe a guard rail could be install there but would look into installing additional signs. Chairman Lutz suggested checking into the legality of guard railing. The Board instructed Manager Koch to contact PSATS to check into the legality of installing guard rails in a residential area. Vice-Chairman Gainer asked Koch to inquire about similar situations and how they were addressed. Manager Koch was instructed to reach out to resident Ben Schneider once information is received.

**APPROVAL OF MINUTES:** Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the October 18, 2021, regular monthly meeting without correction. This motion unanimously carried.

**TREASURER'S REPORT AND BILLS FOR APPROVAL:** Upon motion of Chairman Lutz, seconded by Supervisor Brown, the October 2021 Treasurer's Report was approved with a balance in all accounts, before receipts and bills, was \$1,041,967.71. Included in this motion was the approval of payment of all bills presented. Also included in this motion was the invoice to Leffler Energy in the amount of \$1,713.76. This motion unanimously carried.

**RECEIPTS:** The report of receipts (October 14 – November 10, 2021) listing \$26,977.47 in EIT receipts, \$35,211.86 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 Rick Wiest was present with no new business.

**ROADMASTER REPORTS:** Road Master (RM) Brown gave a summary description of the work done the past month.

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

**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 October 2021 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:** Manager Koch stated there was no updates or actions taken on Roedersville Road bridge work.

Manager Koch gave an update on the status of Kutz Road bridge multimodal grant project. She stated she met with James of Wilson Consultants and Christie of PennDOT earlier in the day. She informed the Board that PennDOT returned the bid document packet to Wilson due to Pub 408 having updates that needed to be added to the packet. The structural adequacy report was returned for comments, the comments were addressed by Wilson, and we are currently awaiting approval. Koch stated she was given the approval to begin submitting for payment for the design phase of the project. She also informed the Board that once the structural adequacy report is approved the project can go out for bid. She stated the next meeting is scheduled for December 14, 2021.

There was a lengthy discussion regarding the office building window issues. Items discussed were the front window in the secretary area leaking again and the windows not fitting correctly and therefore causing damage to the exterior stucco at the bottom of each window. Manager Koch was instructed by the Board to put together bullet points of the discussion and obtain quotes to have a new window installed in the secretary area from other manufacturers. Road Master Brown was instructed to not allow any repairs to the leaking window but to request a new window be installed.

Manager Koch stated there has been no movement regarding the ARPA final ruling.

Manager Koch informed the Board that she made an error on the advertised budget. She stated the carryover balance at the end of 2022 showed \$250,000 but should have only been \$100,000. She stated the additional \$150,000 is from the beginning balance of 2022 that will be transferred in January 2022 into the money market account. She stated there is no change in total just the allocation of 2021 carryover into savings. With this correction the motion was made by Vice-Chairman Gainer approving the 2022 budget, seconded by Chairman Lutz. This motion unanimously carried.

**NEW BUSINESS:** Upon motion made by Vice-Chairman Gainer approving **Resolution 2022-One** setting the tax rates for 2022 the same as 2021 with no tax increase, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer authorizing Manager Koch to obtain proposals and fees schedules for the 2022 reorganization meeting, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer approving the 2021 per capita exemptions submitted by Tax Collector Keith Heinbach, seconded by Chairman Lutz. This motion unanimously carried.

Manager Koch introduced to the Board a presentation from Stacia, Monica, and Adria Schneck asking for Board support in building a sports activity center in Washington Township on their property at the corner of Fox Road and Sunshine. The Board granted their support in favor of the activity center.

**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 7:49 p.m. This motion unanimously carried.

Respectfully Submitted,



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