

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF December 19, 2016

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, December 19, 2016.

Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendell Gainer, Supervisor Lynn Brown, and Secretary-Treasurer Dawn Koch. Also, in attendance were: Roadmaster Gary Neidlinger, Joan Schwer, Sal Varacilli and Bob Free.

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.

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. Bognet, Inc- Certified payroll weeks for November
2. Unemployment paperwork for Josh Carl
3. Commonwealth of PA- Multimodal Transportation Fund Program denial letters
4. Spotts Brothers, Inc.- New concrete surface warning regarding salt
5. Sch. Co. Conservation District- Notice of Termination approval letter for Lamar Zimmerman
6. Melanie Heinbach- November 2016 Tax Collector's report
7. Sch. Co. Office of Public Safety- 911 service addresses for several residents
8. HA Thompson- Loss payable provision for Sealmaster, Inc. (crack seal machine)
9. PSATS- 2017 Annual President's Leadership award nomination
10. Marsh USA Inc- Certificate of Liability Ins
11. PMRS- Paperwork regarding Layne's disbursement
12. Liberty Mutual Surety- Audit on Spotts Brothers, Inc. completion YTD
13. Vanguard- Funds disbursement confirmation
14. Fulton Bank- Returned check notice
15. EFTPS- Account changes notice
16. Sch. Co. Twp. Officials Assoc.- Info on grants for demolition
17. Alfred Benesch & Company- Check copies from SEO work
18. Dept. of Auditor General- Copy of the compliance audit for the Pine Grove volunteer firefighter's relief association
19. Paradigm- pipeline safety program info
20. Comcast- Price changes for 2017
21. Statewide Tax Recovery- Christmas card and holiday operation
22. First Citizens Community Bank- Christmas Card
23. PA Township News- December 2016 issue
24. Several flyers and catalogs

PUBLIC COMMENT PERIOD: Resident Sal Varacalli asked the Board if amusement tax reports have been filed. Secretary Koch stated she has not received anything. Vice-Chairman asked Secretary Koch to write a letter questioning any activity and send a copy of the ordinance.

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the November 14, 2016 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 November 2016 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$670,821.47. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

Secretary Koch presented the Board with a request for payment from Spott's Brothers, Vice-Chairman Gainer stated he reviewed it with Ryan Fasnacht and Gordon Todd and suggested approving payment. Upon motion made by Vice-Chairman Gainer approving payment #4 to Spott's Brothers for \$24,628.50, seconded by Chairman Lutz. This motion unanimously carried.

RECEIPTS: The report of receipts (Nov 10-Dec 14, 2016) listing \$34,059.43 in EIT receipts, \$7,391.91 in regular General Fund receipts and \$136,122.61 transferred from Vanguard to the Fulton account all were approved upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion unanimously carried.

ROADMASTER'S REPORT: Roadmaster (RM) Neidlinger stated he changed the road signs for Koty, Ian and Tori. Chairman Lutz asked RM Neidlinger the reason the names were changed. Secretary Koch stated the resolution for takeover was written up with Lane instead of Drive but communication between the township and the county's 911 center somehow changed to Drive. Secretary Koch stated it was discovered because a resident is selling and stated their address is Lane but on the maps, it shows Drive.

RM Neidlinger stated he received the new 35mph speed limit signs for Covered Bridge Road. He stated Ryan from Benesch will instruct him on where they need to be installed. Vice-Chairman asked RM Neidlinger if the signs were replacement signs for Covered Bridge Road. He stated he is Supervisor Brown noticed 25mph signs on Covered Bridge Road and were unsure where they come from. RM Neidlinger stated maybe the County installed them when they repaired the bridge. Secretary Koch stated that the new 35mph signs are due to the new driveway being installed by Linford Snyder. Supervisor Brown questioned if Linford Snyder would be responsible for the cost of the new signs. Secretary Koch stated she would take care of billing the resident. Supervisor Gainer stated he was still unclear regarding the 25mph and asked if they should be replaced with 35mph signs, RM Neidlinger stated the township never installed them. Secretary Koch stated she would research to determine what the speed limit is.

Chairman Lutz questioned the crack sealing that was done. He asked what the condition was after the first snow and to report back in the spring after winter is done to determine use for future planning. Supervisor Brown stated he feels the township to plan on doing 4 to 5 roads each year.

A motion made by Chairman Lutz approving Roadmaster Neidlinger's monthly roadmaster report, seconded by Supervisor Brown. This motion unanimously carried.

SOLICITOR'S REPORT: Solicitor Wiest was present and stated he reviewed the PA UCC appeals board inter-municipal agreement. He stated a lot of work was put into updating and feels the board can adopt.

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

SEWAGE ENFORCEMENT OFFICER'S REPORT: The December 2016 reports of Larson Design and Alfred Benesch & Company was received and reviewed. A copy of this report will be kept on file at the **Municipal Office**.

BUILDING/DRIVEWAY REPORTS: The December 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 presented the Board with Resolutions 2016-Eight, Nine & Ten. Secretary Koch stated she submitted the multimodal grant applications to the state however after speaking with Matt from Rep. Tobash's office it was unlikely the township would receive any funds. She stated the township needed to take some steps to move the process along and become more eligible to receive funds. She stated projects that demonstrate project readiness receivable a favorable evaluation which includes engineering work being complete.

Upon motion by Vice-Chairman Gainer approving **Resolutions 2016-Eight, 2016-Nine and 2016-Ten** which state the township accepts the responsibility of the multimodal grant requirements, seconded by Chairman Lutz. This motion unanimously carried.

Secretary Koch stated she received a zoning permit for an Ag structure for on Browns Church Road and sent the resident a letter regarding an Ag permit. Secretary Koch stated the resident contacted her and stated they were no longer building the structure.

NEW BUSINESS: Upon motion made by Vice-Chairman Gainer approving Patton and Company CPAs to perform the 2016 audit at a quoted price of \$1300.00, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Chairman Lutz adopting Resolution 2017-Two approving Patton and Company CPAs to perform the 2016 audit, seconded by Supervisor Brown. This motion unanimously carried.

Secretary Koch stated that during the weekend of December 16-18 PPL turned off the power so that the electrician could hook up lines to the new building. During that time the roadcrew had to come hour every 6 to 8 hours to fill up the generator with gas. She stated they were all out at a point for snow plowing but suggested the Board pay the call out time of 2 hours for each

additional time, this would not include time already punched and paid. Upon motion made by Chairman Lutz approving paying the call out time of 2 hours for each time the roadcrew was out filling the generator with fuel minus time already paid for punching, seconded by Vice-Chairman Gainer. This motion carried. Supervisor Brown abstained from the vote.

Upon motion made by Vice-Chairman Gainer, terminate 2016 seasonal employees, seconded by Chairman Lutz. This motion carried. Supervisor Brown abstained from the vote.

Secretary Koch presented the Board with the ballots for the 2017 PA UCC Appeals Board Inter-Municipal Nominations, the Board casts their votes. Votes are being forwarded to Pine Grove Township to count totals. Results will be adopted at the 2017 Reorganizational meeting.

Secretary Koch presented the Board with the updated tax exemption form, she stated that the tax collector is supposed to be submitting exemptions monthly and that has not happened since she has been here. She stated many of the exemptions were accepted were accepted after the exemption date of June 1st. She also asked if in the future exemptions can be sent to the township and she forward a list to the tax collector.

Upon motion made by Vice-Chairman Gainer adopting **Resolution 2016-Six Township Manager Salary**, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Chairman Lutz adopting **Resolution 2016-Seven Bill Pay**, seconded by Supervisor Brown. This motion unanimously carried. Included in this motion was the limit set not to exceed \$500.00 per bill.

Secretary Koch updated the Board on a resident complaint she received regarding junk cars within the township. She stated she wrote a letter to the business owner with said junk cars along with a copy of the ordinance giving 30 days to respond. Within a few days' business owner responded and stated they would comply. Supervisor Brown stated the cars had already been moved. Vice-Chairman Gainer commended Koch for how she handled the situation.

Secretary Koch presented the Board with a new Emergency Alert & Community Notification System being offered by Schuylkill County. She stated that she along with Roadmaster Neidlinger would be the contacts for the township and that they would need to attend classes regarding learning the system. Chairman Lutz stated that since Washington Township is a command center during a disaster the township should look into purchasing an auto generator.

Upon motion made by Vice-Chairman Gainer approving check writing abilities for the Vanguard investment account, seconded by Supervisor Brown. This motion unanimously carried.

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ADJOURNMENT: There being no further business to come before the Board of Supervisors of Washington Township, upon motion of Vice-Chairman Gainer, seconded by Chairman Lutz, the meeting adjourned at 8:03 p.m. This motion unanimously carried.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Dawn A. Koch".

Dawn A. Koch
Secretary / Treasurer
Washington Township