

WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING OF December 18, 2017

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, December 18, 2017.

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: Robert Free, Joan Schwer, Gary Brown, Katrina German, Tyler Hammaker, Sal Varacalli and Gabriella Schmoyer.

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. Election Bureau- Certificate of Election forms
2. Keith Heinbach- November 2017 Tax Report
3. McMahon Assoc.- 2017 Bridge inspection reports
4. PA DCED- Letter regarding the increase in the UCC filing fee from \$4.00 to \$4.50 beginning November 2017
5. PA DEP- Response for Alternative Fuels Incentive Grant Program
6. Patton and Company CPA- Information regarding HRA's
7. Comcast- Certificate of Liability Insurance
8. PA Family Council- Letter regarding a plea to have the Township adopt the resolution to not allow a Category 4 casino.
9. Rep. Mike Tobash- Letter regarding a grant announcement for PA Small Water and Sewer Programs
10. Comcast- Price changes
11. International City/County Mgt Assoc.- Residential Land-Use Regulation Survey
12. PSATS News Bulletin- November issue
13. PA Township News- December issue
14. Flyers, Brochures, advertisements

**PUBLIC COMMENT PERIOD:** Resident Gary Brown asked for clarification on a correspondence.

**APPROVAL OF MINUTES:** Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the November 20, 2017 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 2017 Treasurer's Report was approved,

with a balance in all accounts, before receipts and bills, of \$401,489.74. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

**RECEIPTS:** The report of receipts (November 16-December 13, 2017) listing \$28,169.38 in EIT receipts, \$80,621.77 in regular General Fund receipts were approved upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion unanimously carried.

**ROADMASTER'S REPORT:** Roadmaster Lynn Brown discussed the meeting between the township and PennDOT regarding the township providing winter maintenance on Dad Burnhams, Hetzels Church Roads and parts of 443 and 895. There was a discussion regarding liability in the event of an accident and how the township was covered under the contract. Vice-Chairman Gainer along with Solicitor Wiest suggested Koch contact the township's insurance carrier to determine what liability coverage the township has in the event of an accident. Supervisor Brown suggested asking Pine Grove Township since they currently have an ongoing contract for winter maintenance on state roads within their township. Koch was asked to put this contract on the reorganization meeting agenda.

Supervisor Brown asked the board if he could use the township garage to have an instructional meeting for the cub scouts. Upon motion made by Chairman Lutz approving the roadmaster report and the use of the garage by Supervisor Brown, seconded by Vice-Chairman Gainer. This motion unanimously carried.

**SOLICITOR'S REPORT:** Solicitor Wiest was present and did not have any pressing issues to present to the board.

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

Vice-Chairman Gainer requested that instead of passing around the permits that have been issued each month that Koch put them on a spreadsheet with all info needed for review.

**SEWAGE ENFORCEMENT OFFICER'S REPORT:** The November 2017 reports of Larson Design Group was received and reviewed. A copy of this report will be kept on file at the **Municipal Office**.

**BUILDING/DRIVEWAY REPORTS:** The October/November 2017 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:** Upon motion made by Vice-Chairman Gainer approving a one-time donation in the amount of \$5,000.00 payable to Fidelity Trust & Wealth Management to help support the Schuylkill Firefighters' Association Emergency Services Training Center in Frackville, Pennsylvania, seconded by Chairman Lutz. This motion unanimously carried.

A motion made by Chairman Lutz formally adopting Ordinance 2017-1 Establishing Speed Limits on certain Township Roadways, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer approving the changes presented and discussed at the November meeting to the employee handbook to begin for 2018, seconded by Chairman Lutz. This motion unanimously carried.

**NEW BUSINESS:** Upon motion of Chairman Lutz, seconded by Supervisor Brown, the annual reorganization meeting was set and authorization was given to advertise the meeting for Tuesday, January 2, 2018 at 7:00 p.m. The motion unanimously carried.

Upon motion of Chairman Lutz, seconded by Supervisor Brown, the annual auditors meeting was set for Wednesday, January 3, 2018 at 7:00 p.m. The motion unanimously carried.

Upon motion of Chairman Lutz, seconded by Supervisor Brown, all regular meetings will continue to be held the third Monday of each month at 7:00 p.m. The motion unanimously carried.

Upon motion made by Vice-Chairman Gainer adopting Resolution 2018-Two approving Patton and Company CPAs to perform the 2017 audit at a price of \$1,300.00, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion by Vice-Chairman Gainer approving **Resolutions 2017-Nine, 2017-Ten and 2017-Eleven** which state the township accepts the responsibility of the multimodal grant requirements, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer approving the advertising of proposed **ordinance 2017-1** setting speed limits on township roadways, seconded by Chairman Lutz. This motion unanimously carried.

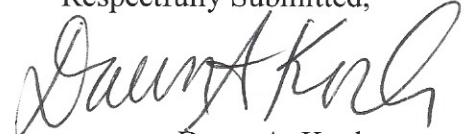
Upon motion made by Vice-Chairman Gainer approving the 2017 percapita tax exemptions presented, seconded by Chairman Lutz. This motion unanimously carried.

Vice-Chairman Gainer asked that the hours worked by each employee be put at the bottom of the Roadmasters report each month.

The driveway policy that was approved to include miscellaneous charges is to be added to the driveway resolution and presented at the reorganization meeting. Gainer also asked Koch to provide an example of costs possible along with a panel of vendors for residents to obtain services that may be needed.

**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 7:51 p.m. This motion unanimously carried.

Respectfully Submitted,



Dawn A. Koch  
Washington Township