

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF February 20, 2017

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, February 20, 2017.

Those in attendance were: Vice-Chairman Wendell Gainer, Supervisor Lynn Brown, Solicitor Rick Wiest and Dawn Koch, TM/Sec/Treasurer. Also, in attendance were: Bob Free, James Martin, Jr., James Martin, Sr., Joan Schwer, Sal Varacalli, Lance Klinger, Mark J Shadler and Gary Brown.

Vice-Chairman Gainer opened the meeting with the pledge of allegiance. Vice-Chairman Gainer 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. PSATS- Life insurance roster
2. Larson Design Group- 2016 DEP report
3. US Dept of Commerce- Boundary and Annexation Survey
4. Sch. Co. Assessment Bureau- Exoneration from 2017 real estate taxes for five residents
5. York Risk Pooling- PIRMA acknowledging our intent to leave the plan
6. Rep. Mike Tobash- Recreation and Conservation Grant Program
7. PSATS- Certification of completion of training for Dawn Koch
8. Sch. Co. Courthouse- Demolition Process
9. Berkheimer- Audit of EIT tax
10. Cogle's Recycling- Annual tonnage
11. Alfred Engineering- 4th Qtr UCC report
12. Several statements of financial interest
13. DEP- Earth Disturbance inspection report for Linford Snyder Poultry Operation
14. Sch. Co. Emergency Alert & Community Notification System- executed copy of memorandum of understanding
15. Bognet, Inc.- Weekly certified payroll
16. PA Township News- February issue
17. Several flyers, brochures, catalogs

PUBLIC COMMENT PERIOD: Gary Brown commented on the block grant programs. Secretary Koch stated she would follow up with Gary Bender regarding grants.

APPROVAL OF MINUTES: Upon motion of Vice-Chairman Gainer, seconded by Supervisor Brown, approved the minutes to the January 16, 2017 regular monthly meeting and the special meeting held February 15, 2017 without correction. This motion carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Vice-Chairman Gainer, seconded by Supervisor Brown, the January 2017 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$602,239.87. Included in this motion was the approval of payment of all bills presented. This motion carried.

RECEIPTS: The report of receipts (Jan. 12-Feb 15, 2017) listing \$27,000.36 in EIT receipts, \$13,277.90 in regular General Fund receipts were approved upon motion of Vice-Chairman Gainer, seconded by Supervisor Brown. This motion carried.

TOWNSHIP MANGER REPORT: Koch updated the board in regards to the following items:

1. Update on the organizing township files for new building
2. PRMS audit exit interview held 1/20/17 at 12:30pm for years 2012-2015
3. DCED audit, dropped off township files at Patton & Company CPAs on 1/23/17, spent some time discussing audit procedures with Mr. Patton to determine good practices.
4. Schuylkill Alert Training-attended by Koch and Gary Neidlinger on 1/25/17, the program is to help the township in an emergency, Koch hopes to have the system up and running good within the next few months.
5. PSATS training attended on 1/26/17, all day class in Harrisburg. Gave a brief overview of items covered by the class.
6. Permits- had a meeting with Ryan, Kyle and Mariann of Alfred Benesch Company 1/31/17 to discuss the taking over of part of the permit process to relieve some costs generated by the engineer firm.
7. Bridges- met with McMahon Associates 2/17/17, the company that does the bridge inspections to get a better picture of the condition of township bridges.
8. Pesticide- met with Steven Detwiler regarding the township obtaining a pesticides license.
9. Comprehensive Insurance- gave an update on the quote process, met with an agent on 2/16/17, another one will be 3/6/17 for presentation at March meeting.
10. Requested that the current phone/fax in the garage be moved into the office building once ready.
11. Updated the board with performance indicators for township growth.

ROADMASTER'S REPORT: Vice-Chairman Gainer addressed the audience regarding the special meeting held on February 15, 2017 regarding the resignation of Gary Neidlinger as roadmaster and the appointing of Lynn Brown as roadmaster. He stated Mr. Neidlinger requested to step down as roadmaster for personal reason, the township had the special meeting to accept his resignation, appoint a new roadmaster and to also accept the continued employment of Gary Neidlinger as a member of the road crew. Gainer stated there is a letter of memorandum to be presented to Mr. Neidlinger stating it was Mr. Neidlinger's choice to step down as roadmaster and states the responsibilities that Mr. Neidlinger will be giving up so there is no confusion or question regarding what he should or should not be doing as a part of the road crew.

Roadmaster Brown gave a brief description of the plan for the 2017 road project to include Mountain, Hill Top, Covered Bridge, Natures, Camp Roads and Doe Drive. Prior to seal coating each road the plan is to mill and patch and crack seal.

Upon motion made by Vice-Chairman Gainer approving the advertising of the 2017 road project as planned, seconded by Supervisor Brown. Motion carried.

Roadmaster Brown stated he would like to make three concrete bins on the township property against the embankment to store stone instead of having piles thought out the parking lot. The cost for 60 blocks will be \$3,600.00, upon motion made by Vice-Chairman Gainer approving the purchase of 60 interlocking blocks from Quandel's concrete, seconded by Supervisor Brown. Motion carried.

Roadmaster Brown stated the road crew would be working with the milling and paving contractor and overtime might be necessary. Brown stated he asked the current road crew if they would be interested in working overtime to help complete the project and neither were interested. Brown stated the township will only have a few weeks to complete the milling and paving before the sealcoat contractors will come in to finish the project. He stated he would like permission to bring in part-time help at 3pm when the regular road crew leaves for the day. Koch added that a weekly schedule is posted in advance each week for notice on upcoming projects.

Upon motion made by Vice-Chairman Gainer approving the hiring of William George for 2017 seasonal help at \$14.00 per hour, seconded by Supervisor Brown. Motion carried.

Roadmaster Brown stated the ashes cannot be used on township roads. Koch added that you can use on some roads but face the risk of environmental threats to local waters. Brown requested to permission to remove the pile. Upon motion made by Vice-Chairman Gainer approving the removal and disposal of existing ash pile exposed to weather, seconded by Supervisor Brown. Motion carried.

SOLICITOR'S REPORT: Solicitor Wiest was present and had no new information for the board.

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

SEWAGE ENFORCEMENT OFFICER'S REPORT: The January 2017 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 January/February 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**.

Upon motion made by Vice-Chairman Gainer formally adopt **Resolution 2017-four** uniform construction code permits and inspection fees beginning January 3, 2017, seconded by Supervisor Brown. Motion carried.

OLD BUSINESS: No old business

NEW BUSINESS: Koch presented the 2016 statement of financial condition to the board for review.

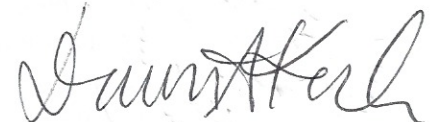
Koch addressed the board regarding upcoming lawn care season. She stated she spoke with other township and they do not bid their lawn care because it is not over the required limit but request quotes and the roadmaster chooses contractor. Vice-Chairman Gainer stated he is a fan of bidding but would like to hear from the other supervisors. Gainer added the bid process is driven by low prices, and asked if we were not bound to that could we purchase on value rather than low price. Solicitor Wiest stated we are still obligated to shop the prices. Koch added quotes would still be necessary. Koch stated instead of advertising she would contact previous contractors and ask them to submit a quote based on a walk through. Gainer stated a minimum of three years' experience would be required.

Koch asked the board if they wanted one of its employees to obtain a pesticides license. Vice-Chairman Gainer stated he will leave that decision to Brown and Koch. Supervisor Brown asked resident Gary Brown if he thought having the township obtain the licenses and take care of the spraying instead of hiring someone was a good idea, Gary Brown answered no. Gary Brown stated the materials to spray are expensive and to pay someone to obtain a license and purchase materials would be more expensive then hiring someone who already has a license.

Upon motion made by Vice-Chairman Gainer approved the adoptions of **resolution 2017-five** which is to delete voice recorded minutes once approved by the Board of Supervisors, seconded by Supervisor Brown. Motion carried.

ADJOURNMENT: There being no further business to come before the Board of Supervisors of Washington Township, upon motion of Supervisor Brown, seconded by Vice-Chairman Gainer, the meeting adjourned at 8:08 p.m. This motion carried.

Respectfully Submitted,



Dawn A. Koch
Washington Township