

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
ANNUAL RE-ORGANIZATION MEETING - 1/4/2021

The annual reorganization meeting of the Washington Township Board of Supervisors was held Monday, January 4, 2021. Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendell Gainer, Supervisor Lynn Brown, Dawn Koch, Joan Schwer and Gary Brown.

Chairman Leon Lutz called the meeting to order starting with the pledge of allegiance. Chairman Lutz mentioned the policies in force regarding meeting conduct and public comment procedures.

PUBLIC COMMENT: No public comment.

APPOINTMENT OF CHAIR AND VICE CHAIR: Upon motion of Supervisor Leon Lutz, seconded by Supervisor Brown, Supervisor Wendell Gainer was appointed as temporary Chairman of the Board. Vote: Two yes, Wendell Gainer abstained. Motion carried.

Supervisor Wendell Gainer nominated Supervisor Leon Lutz to serve as Chairman of the Board for 2021. Supervisor Lutz accepted the nomination. The motion was seconded by Supervisor Brown. Vote: Two yes, Leon Lutz abstained. Motion carried.

Chairman Lutz nominated Supervisor Gainer to serve as Vice-Chairman of the Board for 2021. Supervisor Gainer accepted the nomination. The motion was seconded by Supervisor Brown. Vote: Two yes, Wendell Gainer abstained. Motion carried.

2021 APPOINTMENTS: The following appointments were accepted as follows:

Upon motion made by Vice-Chairman Gainer appointing the following:

Secretary/Treasurer: Dawn Koch

Road Master: Lynn Brown

Solicitor: Rick Wiest

Permit Enforcement Official: Light-Heigel & Associates, Inc.

Sewage Enforcement Official: JB Environmental Services LLC.

Alternate SEO: Open

UCC Building Code Official: Light-Heigel & Associates, Inc.

Driveway Permit Official: Light-Heigel & Associates, Inc.

Vacancy Board Chairman: Heath Machamer

Emergency Management Coordinator: Carl Stump

The motion was seconded by Supervisor Lynn Brown. All unanimously carried.

There was no appointment to Fire Marshall due to Schuylkill County eliminating the position.

Vice-Chairman Gainer made the motion to accept **Resolution 2021-Three Depository for Township Funds** listing the depositories as First Citizens Community Bank for primary general funds, Fulton Bank savings funds, PLGIT for Liquid Fuels, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-chairman Gainer to set the treasurer bond at \$1,000,000.00 (one million), seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer appointing Dawn Koch to the Open Records Officer, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Chairman Lutz appointing Wendell Gainer to the Assistant Open Records Officer, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer appointing Dawn Koch to the UCC Appeals Board Representative, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer appointing Frank Fox (2020-22), Thomas Hlavaty (2019-2021), and Heath Machamer (2021-2023) as UCC Appeals Board Members, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer appointing James Martin, Jr. (2019-2021) and James Martin, Sr. (2021-2023) as Alternate UCC Appeals Board Members, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer appointing Barry Newswanger as Delegate to the Schuylkill County Tax Collection Committee, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer appointing Larry Padora as Alternate Delegate to the Schuylkill County Tax Collection Committee, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer appointing Dawn Koch as the PSATS Voting Delegate for Annual Conference, seconded by Chairman Lutz. This motion unanimously carried.

2021 BENEFITS: Upon motion made by Vice-Chairman Gainer approving employee benefits as per the employee handbook, seconded by Chairman Lutz. This motion unanimously carried.

2020 FEES: Upon motion made by Vice-Chairman Gainer, approving the driveway permit fee to remain the same in 2021 as it was in 2020, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer, accepting the 2021 fee schedule of JB Environmental Services, LLC for SEO services, seconded by Chairman Lutz. This motion unanimously carried. Vice-Chairman noted there was no fee increase from 2020, Koch confirmed.

Upon motion made by Vice-Chairman Gainer, approving the Agricultural Structure Permit fee to remain the same in 2021 as it was in 2020, seconded by Chairman Lutz. This motion unanimously carried.

2020 WAGES: Vice-Chairman Gainer stated that Lynn Brown's rate will be set by the Auditors at their reorganizational meeting. However, upon motion Vice-Chairman Gainer recommends to the auditors a 2.5% increase to the Road Master based on the modified job description and increased responsibilities in

the third quarter of 2020, seconded by Chairman Lutz. This motion carried with Supervisor Brown abstaining from the vote.

Vice-Chairman Gainer recommends no increase for Bruce Fehr based on being a new hire.

Upon motion made by Vice-Chairman Gainer approving a \$1.18 per hour increase for Chris Light in an action to make his pay equitable among the full-time road crew, seconded by Chairman Lutz. This motion unanimously carried.

Vice-Chairman added the increase was to have equitability between the two full-time employees at the same skill level. The increase was not based on merit, performance, or inflation. He continued stated he does not recommend any increase for either full-time employee based on inflation, merit, or performance.

Upon motion made by Vice-Chairman Gainer approving part-time rate to be determined on a case-by-case basis not to exceed \$18.36 per hour with a starting rate of \$14.00 per hour, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer approving the EMC, Carl Stump's wage to \$19.75 per hour, seconded by Supervisor Brown. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer approving no pay increase for Secretary/Treasurer in 2021 based on job description modification that were made in third quarter 2020, seconded by Chairman Lutz. This motion unanimously carried.

Upon motion made by Vice-Chairman Gainer approving no pay increase for the Emergency Management Coordinator in 2021, seconded by Supervisor Brown. This motion unanimously carried.

Resident Gary Brown asked the Board about agenda item 8.1 Resolution 2021-four. Vice-Chairman Gainer stated he covered that under Secretary/Treasurer.

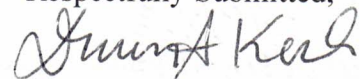
Upon motion made Vice-Chairman Gainer approving no increase for the position of Township Manager using Resolution 2021-four based on the job description modifications made in third quarter of 2020, seconded by Chairman Lutz. This motion unanimously carried.

OLD BUSINESS: No old business to discuss.

NEW BUSINESS: No new business to discuss.

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, carried by all, the meeting adjourned at 7:27 p.m.

Respectfully Submitted,



Dawn A. Koch, Sec. Treas.
Washington Township