

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF March 20, 2017

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

Those in attendance were: Chairman Leon Lutz, 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., Joan Schwer, Sal Varacalli, and Gary Brown.

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. Per capita tax exemption request
Upon motion made by Chairman Lutz approving the list presented, seconded by Vice-Chairman Gainer. This motion unanimously carried. A copy of this report will be kept on file at the **Municipal Office**.
2. Bognet, Inc.- Weekly certified payrolls
3. Quandel's Concrete- Credit application
4. Statewide Tax Recovery- 2016 Per capita tax delinquent list confirmation
5. Dept of Auditor General- Non-uniformed pension plan report
6. Schuylkill CAO- Unemployment request for Josh Carl
7. Ray Kutz- Approval for Natures Road pipe/extension project on property
8. Welbilt Homes- Certificate of insurance
9. Several statements of financial interest
10. Berkheimer- 2nd request for audit confirmation
11. Liberty Mutual Surety- General contractor completion update
12. Sch. Co. Treasurer- Copy of completed 2016 tax collection
13. PMRS- Copy of benefits letter addressed to Layne Frantz
14. Sch. Co. Assessment Bureau- Change in assessment notice listing report
15. PSATS- 2017-18 Policy statement
16. PA Housing Finance Agency- Pennvest homeowner septic program
17. PA Township News- March 2017 issue
18. Several flyers, catalogs, magazines

PUBLIC COMMENT PERIOD: Resident Gary Brown of Fox Road addressed the Board with his concerns regarding the recent snow storm and asked the Board what could be done differently.

Resident Sal Varacalli of Covered Bridge Road stated he had several residents comment to him that the Township did a good job during the snow storm.

APPROVAL OF MINUTES: Upon motion of Vice-Chairman Gainer, seconded by Supervisor Brown, approved the minutes to the February 20, 2017 regular monthly meeting with the following correct, add the attendance of Solicitor Rick Wiest. This motion unanimously carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Lutz, seconded by Supervisor Brown, the February 2017 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$492,119.51. Included in this motion was the approval of payment of all bills presented with the exception to the BJH Electrical bill, the amount to be paid is \$12,815.22. This motion unanimously carried.

RECEIPTS: The report of receipts (Feb 16-March 15, 2017) listing \$31,300.29 in EIT receipts, \$4,475.53 in regular General Fund receipts were approved upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion unanimously carried.

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

1. Koch updated the Board regarding the old files and stated her plan is to keep the current year plus two previous years in the new building. All prior data will be kept in the locked storage area of the garage.
2. Koch stated she received a zoning permit for an Agricultural structure for resident Jonas Stoltzfus and mailed him the required Ag permit application. The application and payment was received however the wording on the permit suggested a shop as part of the building. Koch stated she needed to confirm it isn't a retail shop before issuing the permit.
3. Koch gave an update on the new building stating a pre-final walk thru was on March 16th with the general contractor, architect, engineer, Lynn Brown and herself. Koch stated there were a few items that need to be addressed, one being the change order for the counter top in the kitchen. The sink was installed but failed inspection due to not being ADA compliant, a new counter top was ordered and installed to meet the requirement. Gordon Todd agreed to pay for the change order due to not catching that on the original plans before approving them.

ROADMASTER'S REPORT: Roadmaster (RM) Brown stated the crew completed the installation of pipe on Kemmerling Road. RM Brown stated they also installed a new pipe and inlet on Natures Road.

RM Brown stated they graded the parking lot and built the new stone bins. Chairman Lutz complemented Lynn on the construction of the stone bins.

At last month's meeting the ashes being stored behind the building were discussed, Koch contacted DEP regarding what can be done with them. DEP stated they don't want you using them on the roads but you can use what you have left until it is gone. RM Brown stated the Pine Grove School District has been dropping off truckloads of ashes and requested that they be asked

to stop. Chairman Lutz recommended Koch notify the school district and request that they no longer dump ashes at the township.

RM Brown suggested tabling the line painting until after the tar and chipping are complete to see which roads if any will be done this year.

Upon motion made by Supervisor Brown approving the hiring of Dustin Krause and Brian Gilbert for seasonal employment at a rate of \$17.00/hour, seconded by Chairman Lutz. This motion unanimously carried.

There was a lengthy discussion regarding the purchase of a new truck. RM Brown received bids for a single axle truck and a ten-wheeler. RM Brown suggested replacing what we have with a single axle truck, no smaller. RM Brown went over the similarities of the trucks between Mack and Freightliner having the same engine and transmissions. He stated they would take the plow and the hook up off the Ford and use it on the new truck and go with a tailgate spreader instead of the hopper spreader. This way you can use the truck for other jobs without taking the salt spreader off. Chairman Lutz stated the township already has big plows and big trucks. Lutz suggested getting a GVW (gross vehicle weight) vehicle that does not need a CDL license to drive instead of replacing what we have. Lutz stated he does not like tailgate spreaders mainly because it is harder to tell when it is empty. RM Brown stated no matter which truck is purchased the delivery is six months away. RM Brown stated the oldest truck in the fleet has the newest spreader, his plans would be to move that spreader onto another truck to try and update equipment. Chairman Lutz was not in favor of ordering a ten-wheeler. RM Brown agreed with Lutz and stated as much as a bigger truck is need it can also be rented if needed. RM Brown stated his long-term goal would be to replace the Ford with a pickup truck. Vice-Chairman Gainer stated a plan needs to be developed for replacing equipment based on what type of work within the township will be done. RM Brown stated he votes to purchase the single axle truck. He stated he believes the single axle truck has a two-way cylinder. Chairman Lutz asked the contractors in the audience for their opinions of the trucks and contractor Gary Brown stated he doesn't own every piece of equipment he uses mainly because someone else is doing the maintenance. Vice-Chairman Gainer went over the suggested truck price and asked Koch to come to the next meeting with the best financial method to pay for the truck. Gainer stated he would prefer to wrap up the building cost before adding expenses for a truck.

Koch stated that there were a few changes to the bid, Mountain Road was removed, the square footage for Doe Road increased. RM Brown stated Mountain Road was removed from the bid so that a better plan could be done over the summer.

Four sealed proposed bids were received for the 2017 Tar and Chipping. The result of the bidding was as follows:

	BIDDER	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
		Doe Drive	Natures	Hill Top	Covered Bridge	Camp	COMBINED
1.	Midland Asphalt Materials	\$ 6,714.02	\$ 18,441.40	\$ 11,001.54	\$ 54,146.82	\$ 24,197.48	\$ 114,501.26

Asphalt Maintenance Solutions							
2.	(AMS)	\$ 6,491.28	\$ 17,829.60	\$ 10,636.56	\$ 52,350.48	\$ 23,394.72	\$ 110,702.64
3.	Martin Paving	\$ 7,668.62	\$ 21,063.40	\$ 12,565.74	\$ 61,845.42	\$ 27,637.88	\$ 130,781.06
4.	Hammaker East	\$ 6,045.80	\$ 16,606.00	\$ 9,906.60	\$ 48,757.80	\$ 21,789.20	\$ 103,105.40

Upon motion made by Chairman Lutz approving and accepting the Hammaker East Bid of \$103,105.40 for the 2017 sealcoat road project, seconded by Supervisor Brown. This motion unanimously carried.

A motion made by Chairman Lutz approving RM Brown's monthly roadmaster report, seconded by Vice-Chairman Gainer. This motion unanimously 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 February 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 February/March 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 Chairman Lutz ratifying the appointment of Keith Heinbach as Washington Township Tax Collector beginning December 21, 2016, seconded by Supervisor Brown. This motion unanimously carried.

Secretary Koch gave a breakdown of the comprehensive insurance options between remaining with PIRMA or moving to Municipal Risk Management (MRM) Trust. Koch stated in 2016 the township paid \$28,787 for liability and workers' compensation. The quotes received for 2017 from PIRMA was originally \$31,576 and MRM Trust \$24,985. Koch stated the ten million limit PIRMA offers is only usable if we were to be sued in a Federal court system. She stated that in Pennsylvania there is a Sovereign Immunity Act that limits the amount the township can be sued for to \$500,000 therefore not needing the ten million dollar limits. PIRMA later changed their bid to \$28,374. The total amount saved by switching companies is \$3,389.

Upon motion made by Vice-Chairman Gainer approving the change to MRM Trust for liability, public officials and workers' compensation insurance in the quoted amount, seconded by Chairman Lutz. This motion unanimously carried.

Koch stated she spoke with Gary Bender regarding blighted properties. She stated the current funds that were available to municipalities was for the demolition of township owned property. Koch stated the township does have two options, obtain a court order forcing the resident to demolish the property or research the property to see if it is on the country's repository list to see

if the property owner abandoned the property. Vice-Chairman Gainer asked Koch to contact the property owners and inform them of the complaints regarding their property and to also inform them of the possibility of future funds available to help aid in possible demolition.

NEW BUSINESS: Upon motion made by Vice-Chairman Gainer approving the Statewide Tax Recovery percapita exemption request for Scott Kocher and Holly Willman, seconded by Chairman Lutz. This motion unanimously carried.

After a brief discussion it was decided that the township would not bid the lawn care but that Secretary Koch would reach out to previous vendors and inform them of the new process and added areas to see if they would be interested in providing a quote. RM Brown would then decide the provider. Vice-Chairman Gainer stated quotes should still be presented at the board meeting.

Upon motion made by Chairman Lutz approving the Pine Grove Teener League the use of the ball field for their 2017 season, seconded by Supervisor Brown. This motion unanimously carried.

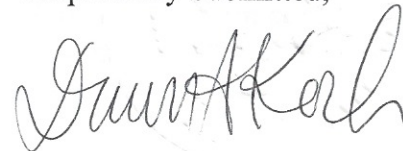
Secretary Koch presented quotes for a new cell phone provider due to the current provider not having service at majority of the areas the phones are being used. She stated each employee will get an upgraded phone of unlimited data, text and talk for \$280 a month.

Upon motion made by Vice-Chairman Gainer approving the switch from Sprint to AT&T for the unlimited data, text and talk for \$280, seconded by Chairman Lutz. This motion unanimously carried. Gainer added that once Comcast is up and running in the new building we can look at the data plan to see if it can be reduced.

Koch gave a brief update on the volunteer program. Koch stated that several high schools and clubs perform community service projects or need community service hours to graduate. She stated RM Brown developed the idea to help the township clean up the basketball/tennis courts and the ball field in spring and fall. Koch developed an application that was reviewed by the insurance company and Solicitor Wiest which releases the township of any liability. Koch stated she reached out to the local high schools and RM Brown stated he presented to the cub scouts.

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 8:49 p.m. This motion unanimously carried.

Respectfully Submitted,



Dawn A. Koch
Washington Township