

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF June 19, 2017

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, June 19, 2017.

Those in attendance were: Chairman Leon Lutz, Supervisor Lynn Brown, and Dawn Koch, TM/Sec/Treasurer. Also, in attendance were: Bob Free, Joan Schwer, Leonard Krapf 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. Keith Heinbach- May 2017 Tax Collector Report
2. Municipal Benefits Services- 2016 Dividends Return Statement
3. Sch. Co. Assessment Office- Notice of change of assessment listing
4. Sch. Co. Assessment Office- Exoneration of Real Estate Tax for Ray & Mary Moyer
5. York Risk Pooling- Letter acknowledging our withdrawal from PIRMA
6. Williamson Friedberg & Jones LLC- Copy of letter sent to tax collector
7. PA DOT- Letter regarding review of liquid fuels
8. MRM Trust- Workers' Compensation Packet
9. MRM Trust- 2018 Workers' Compensation Payroll Projections
10. PMRS- 2016 Annual Statements
11. PMRS- Activity report
12. PLGIT- Annual report for 2016 (electronic copy)
13. Hammaker East LTD- Certificate of Liability Insurance
14. Kim McAninch- Right to know for current 287(g) agreement- responded
15. Signature Info Solutions- Right to know for April 2017 Tax Reports- responded
16. Sch. Co. Courthouse- Block Grant opportunities
17. Penn State Harrisburg- Survey on municipal management priorities- completed
18. US Dept of Commerce- 2017 Census Survey of Public Employment & Payroll
19. Liberty Mutual- Spotts Brothers, Inc. audit
20. PSATS- 2017 adopted resolutions
21. Sch. Co. Tax Claims- List of judicial sales
22. PA Township News- June 2017 issue
23. Several Flyers, Catalogs etc.

PUBLIC COMMENT PERIOD: Resident Gary Brown questioned the advertisement of the May 30, 2017 special meeting, Koch stated it was advertised in the Republican paper.

APPROVAL OF MINUTES: Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the May 15, 2017 regular monthly meeting and May 30, 2017 special meeting without correction. This motion carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Lutz, seconded by Supervisor Brown, the May 2017 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$725,313.80. Included in this motion was the approval of payment of all bills presented. This motion carried.

RECEIPTS: The report of receipts (May 11- June 9, 2017) listing \$35,639.66 in EIT receipts, \$22,917.05 in regular General Fund receipts were approved upon motion of Chairman Lutz, seconded by Supervisor Brown. This motion carried.

TOWNSHIP MANGER REPORT: Koch gave an update on the process and budget regarding the new office building. She stated that all construction was complete and any issues beyond this point would be covered under the warranty. She also stated the occupancy permit was received and requested the final payment to Spotts Brothers, Inc in the amount of \$1,006.80.

Upon motion made by Chairman Lutz approving the payment of \$1,006.80 to Spotts Brothers, Inc, seconded by Supervisor Brown. This motion carried.

Koch stated she attended a webinar regarding a 457b plan for the employees of Washington Township to help them save more for their retirement, the cost to the township would be minimal and be based on the number of participants. She requested permission to pursue further information to participate, the board agreed.

Koch stated she submitted an application to the Conservation District for the Dirt, Gravel & Low Volume Road Grant for Trophy Drive. If approved the funds and project would be part of 2018 budget.

Koch stated she met with Fulton Bank regarding moving the general fund into an interest-bearing checking account and the possibility to moving the savings account from Vanguard into an identical account with Fulton that will give the same interest rate.

Koch stated she met with an Aflac rep and went over the plans available to the employees and will have the rep back on June 22, 2017 to meet with employees.

Koch stated she attended a zoning training at the PSATS Conference Center in Harrisburg on June 8, 2017. She stated the class was informative and she also stated she would like to consider taking the zoning officer test which would make her a certified zoning officer. Koch stated she feels this would help with questions from residents when they have zoning questions.

ROADMASTER'S REPORT: Roadmaster (RM) Brown stated the tennis/basketball court was crack sealed but that he would like to get it seal coated to help preserve the court a while longer. He stated the cost he received was \$.17 per square foot. He stated he believes it would cost less

to have someone come in and do the project rather than renting the machine and having the road crew do it. He did state the road crew would repaint the lines once it is complete.

RM Brown stated they rented a VAC Trailer to help clear the pipes and culverts throughout the township and have ran into some trouble because some of the pipes are blocked solid. RM Brown stated he would like to see if one of the fire companies would help by blasting water into one side forcing the debris out the other side. Koch stated she would contact the fire companies to see what they would charge.

RM Brown stated four signs were run over in the Turkey Farm Road area and he believes it to be chicken farm trucks doing the damage. He stated several residents witnessed the trucks running the signs over. Chairman Lutz asked Secretary Koch to write letters to the farmers letting them know of the damage and asking if they would be willing to help pay or at least report the damage when it happens.

RM Brown gave a brief description of an issue with a pipe exposed on Turkey Farm Road that is owned by the state. He stated he tried contact the state and was to meet up with someone to discuss the township correcting the issue but no one showed up. RM Brown has requested that TM Koch take over to see if she can resolve the situation.

Upon motion made by Supervisor Brown approving the hiring of Jake Wertman as part-time seasonal at a rate of \$14.00 per hour and Richard Nagel as part-time seasonal at a rate of \$15.00 per hour, seconded by Chairman Lutz. This motion carried.

The vandalism at the park was mentioned, RM Brown stated he was still looking into the matter.

SOLICITOR'S REPORT: Solicitor Wiest was not present to present a report.

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

SEWAGE ENFORCEMENT OFFICER'S REPORT: The May 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 May/June 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: The controlled Key and surveillance system agenda item was tabled until the July 2017 meeting.

NEW BUSINESS: Koch presented the board with a list of residents requesting 2017 Per Capita Tax exemption, upon motion made by Chairman Lutz approving the list presented, seconded by Supervisor Brown. This motion carried. A copy of this report will be kept on file at the **Municipal Office.**

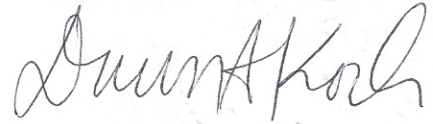
Upon motion made by Chairman Lutz approving the annual donation of \$2,500.00 to each of the following fire companies, Pine Grove HH&L, Friedensburg Fire Co., North End Fire Co. and Summit Station Fire Co. #1, seconded by Supervisor Brown. This motion carried.

Koch gave a brief update regarding a letter received by a resident with concerns that the tax collector's office is not handicap accessible. Koch stated she would like to table any discussion until Solicitor Wiest could be present.

Upon motion made by Chairman Lutz approved the exemption from Per Capita Tax for Jean Foley for 2013 & 2015, seconded by Supervisor Brown. This motion carried.

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 7:48 p.m. This motion carried.

Respectfully Submitted,



Dawn A. Koch
Washington Township

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