

WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING OF August 7, 2017

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, August 7, 2017.

Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendell Gainer, Jr. (late arrival), Supervisor Lynn Brown, Solicitor Rick Wiest and Dawn Koch, TM/Sec/Treasurer. Also, in attendance were: Robert Free, 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. Susan Ryan- 1<sup>st</sup> & 2<sup>nd</sup> quarter 2017 Amusement Tax Report
2. Keith Heinbach- July 2017 Tax Collectors Report
3. Keystone Bonding- Status inquiry on building
4. Schuylkill Conservation District- Reply regarding 2018 Dirt, Gravel, Low Volume Grant
5. PMRS- Update to employee beneficiary confirmation
6. Sch. Co. Office of Public Safety- New 911 address for Hickory Road
7. Hammaker East- 2017 road project paperwork
8. Pine Grove HH&L Fire Co. No. 1- Thank you letter for donation
9. Friedensburg Fire Co. #1- Thank you letter or donation
10. US Dept of Commerce- 2020 census update
11. Comcast Business- Account update info
12. Sch. Co. Tax Claim Bureau- 2017 Upset sale update
13. PSATS Township Legal Defense- newsletter
14. NEPA- Annual Dinner invite 2017
15. PA Township News- August 2017 Issue

**PUBLIC COMMENT PERIOD:** No public comments.

**APPROVAL OF MINUTES:** Upon motion of Chairman Lutz, seconded by Supervisor Brown, approved the minutes to the July 17, 2017 regular monthly meeting without correction. This motion carried.

**TREASURER'S REPORT AND BILLS FOR APPROVAL:** Upon motion of Chairman Lutz, seconded by Supervisor Brown, the July 2017 Treasurer's Report was approved, with a balance in all accounts, before receipts and bills, of \$577,550.04. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

**RECEIPTS:** The report of receipts (July 13-August 3, 2017) listing \$18,028.22 in EIT receipts, \$20,099.33 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 on the outcome of the Dirt, Gravel & Low Volume road grants. She stated the township was denied for 2018 funds however both Tyler Heffner and Jenna St. Clair (program coordinators) stated the roads that were submitted were good project and should be submitted again next year. Koch stated she asked for the ranking sheet so she can begin the grant paperwork earlier in 2018.

Koch present the board with a copy of the newsletter in progress, she stated she would like to add in information regarding the business within the township, some history about the township as well as something regarding the upcoming winter. Vice-Chairman Gainer asked if there was information regarding the website, township meetings and staffed office hours.

Koch informed the board that she started the process of organizing all permits, sub-divisions and zoning information by address and parcel number.

**ROADMASTER'S REPORT:** Roadmaster (RM) Brown stated the water issue on Louck Road has been addressed. He also stated there are two other roads, Blue Mountain Road and Pine Cone Drive with water issue that he is working on. The crew began the second cycle of mowing.

RM Brown stated the F550 bed needs to be replaced due to rust. He stated the compartments and cross members on the body are rotted out but the frame is good. He stated he would like to phase the F550 out of plowing and possibly purchase a used single cab in the future to use for development plowing. Vice-Chairman Gainer stated the bed and a used truck should be put into the 2018 budget numbers.

Koch updated the board with the slowdown of part-time hours and requested to move the current seasonal employees to temporary employees which would keep them active and would allow RM Brown to call them in when needed for projects. Temporary positions do not come with benefits. Vice-Chairman Gainer stated if they are willing to accept that status he doesn't see a downside to the switch. The board agreed to change the current seasonal employees to temporary employees.

The fall road tour was discussed and upon motion made by Chairman Lutz approving the advertising of the fall road tour for Sunday, September 10, 2017 beginning at 8:00am at the township building, seconded by Supervisor Brown. This motion unanimously carried.

**SOLICITOR'S REPORT:** Solicitor Wiest stated there were two issues from last meeting outstanding, one being the need for a new tax ordinance. Solicitor Wiest asked Koch if she felt a new ordinance was needed. Koch stated only if the board wanted to add the exemptions to the current ordinance. Koch stated if the only thing that is changing is the exemption form then there is no need to change the ordinance. Solicitor Wiest stated if there was no ordinance that created the exemptions in Washington Township then you don't need an ordinance to remove them.



Vice-Chairman Gainer summarized by stating no new ordinance and a new exemption form will be created for 2018, but in the meantime the tax collector is to continue using the current exemption form. Vice-Chairman Gainer stated he will follow up with the tax collector regarding the outcome of the discussion.

Solicitor Wiest stated the second issue was the Cougle's Recycling contract. Solicitor Wiest stated he wanted to look at the details closer. After a short discussion on the matter it was decided that Koch would go back to the beginning and come up with an estimate of what should have been plastic versus what was paid for plastic pickups. Vice-Chairman Gainer also stated Koch should short pay the invoice according to the contract price for plastic. A meeting to discuss the results should be set for mid to late September.

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

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

Koch updated the Board regarding the issue at 848 Rock Road sewage issue. She stated Dave Siminitus of Larson Design Group wrote a letter to the township outlining the events that took place and stated that Dave was in contact with the resident that originally called concerning the issue. An in-home inspection was done to review compliance and passed.

**BUILDING/DRIVEWAY REPORTS:** The July/August 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**.

Koch updated the Board regarding the driveway violation on Louck Road. Koch stated the resident completed the application and obtained the proper permit.

**OLD BUSINESS:** Koch updated the board regarding the letter that was received from a resident regarding the tax collector home not being ADA compliant. Koch stated she spoke with Mr. Heinbach and he informed her of his chairlift inside his home, he also stated he would go out to resident's cars if needed. Koch felt Mr. Heinbach was in compliant and nothing further would need to be done.

**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 unanimously carried. A copy of this report will be kept on file at the **Municipal Office**.

Koch presented the Board with a request from the Pine Grove Teener League for the use of the ball field for their fall ball season. Upon motion made by Chairman Lutz, approving the use of the ballfield from mid-August through October, seconded by Supervisor Brown. This motion unanimously carried.

Koch presented the Board with an electronics' recycling day for the residents of Washington Township. The cost for 3 hours on a Tues, Wed, or Thurs would be \$475.00, on a Friday or Saturday the cost is \$675.00. After some discussion, it was decided that Supervisor Brown and Township Manager Koch would arrange a Saturday for the event. Supervisor Brown stated the cost could be offset by including metal drop off. Chairman Lutz asked to make sure the event is advertised in the local paper.

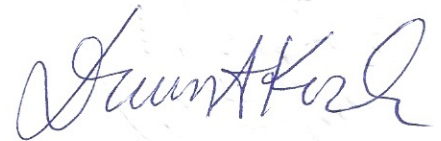
RM Brown stated since there has been ongoing vandalism at the park he spoke with the residents that live on Ballpark Lane regarding the installation of a gate. He stated the residents were in favor of a gate. Chairman Lutz asked if the surveillance cameras would eliminate some of the vandalism. RM Brown stated yes but the difference is the cost of the gate versus the camera. After some discussion Chairman Lutz stated he didn't think a gate or speed bumps could be installed due to the liquid fuels miles. Vice-Chairman Gainer asked about the status of the security system, Koch stated it was tabled to be budgeted into the 2018 budget. Koch was asked what the price of the system was, she answered \$11,000.00.

Upon motion made by Vice-Chairman Gainer approving the purchase and installation of the surveillance system to be installed at the municipal building and the park in 2017, seconded by Chairman Lutz. This motion unanimously carried.

Koch asked the Board if they wanted to set a budget meeting for September or if they just wanted to address it at the September meeting. The Board agreed to discuss it at the September meeting.

**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 8:17 p.m. This motion unanimously carried.

Respectfully Submitted,



Dawn A. Koch  
Washington Township