

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
Work Session of December 19, 2022

The work session was called to order by Chairman Krause at 6:00pm. Those in attendance were Chairman John Krause, Vice-Chairman Gainer, Supervisor Lynn Brown, Bruce Fehr, Jeremy Bickham, and Township Manager Dawn Koch. Later attending was Keith Englehart, Vince Meyers, and Bob Free.

PUBLIC COMMENT PERIOD: There were no public comments.

DISCUSSION: Chairman Krause went over the notes from the exit interview with Chris Light. Upon motion made by Vice-Chairman Gainer, called an executive session at 6:07pm to discuss personnel matters, seconded by Chairman Krause the motion carried with Supervisor Brown abstaining. The Board returned from executive session at 6:10pm with no decisions being made.

Vice-Chairman Gainer asked Road Master (RM) Brown's permission to share the personnel information from the exit interview with Chris Light in a public meeting. RM Brown agreed to share the information with the public.

Chairman Krause addressed RM Brown's lateness. RM Brown was late a total of ten times to date in 2022. Chairman Krause instructed Koch to issue disciplinary action for any future tardiness. A motion made by Chairman Krause removing the seven-minute grace period from the time clock, seconded by Vice-Chairman Gainer. After some discussion it was determined to change time worked to actual time without rounding, a punch in after the start time is considered late, the motion carried.

Chairman Krause inquired the using of Township gas in personal vehicle. RM Brown stated he ran out of gas, used the township gas, replenished the gas used. Coworker Bruce Fehr confirmed the return of the gas used to the Township.

Chairman Krause questioned the amount of paving beyond the Township right of way. RM Brown stated it was in the right of way because he measured the area.

Chairman Krause questioned using the Dutchmen's MX equipment for Township purposes. RM Brown stated he did use the tracks skid loader. Chairman Krause stated that is a liability to the Township. Vice-Chairman Gainer agreed.

Koch stated she created a new Agricultural Structure Permit Application; she went over the new questions on the application. Vice-Chairman Gainer asked about the fee structure. Koch stated leaving it as is for under 5,000 square feet but adding a 1% of the cost of the project fee for anything over 5,000 square feet. After some discussion regarding the recent storm, Vice-Chairman Gainer asked if the Township inquired bonding of the roads with Solicitor Wiest. Chairman Krause asked about sending a questionnaire to current large agricultural structures owners. Vice-Chairman deferred that question to Solicitor Wiest.

Koch stated she received the agreement and resolutions from Berkheimer to move the collection of delinquent per capita tax from Statewide Tax Recover to Berkheimer. Koch stated she is waiting on the open list from Statewide. Koch stated no cost to the Township from Berkheimer and the Township would have access to tax files to verify exemptions. Koch stated she sent the resolutions and agreement to Solicitor Wiest for review.

Upon motion made by Vice-Chairman Gainer approving the removal of an annual permit in the holding tank to an annual inspection, seconded by Chairman Krause. This motion carried unanimously.

Chairman Krause recapped the organization structure. He stated the road crew is to report to RM Brown and RM Brown is to report to Township Manager Koch. Koch is approved to issue any notices of tardiness.

ADJOURNMENT: The work session was adjourned, upon motion of Chairman Krause, seconded by Supervisor Brown at 6:52 p.m.

Respectfully Submitted,



Dawn A. Koch
TM/Sec/Treas.
Washington Township