

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
Work Session of February 20, 2023

The work session was called to order by Chairman Krause at 6:00pm. Those in attendance were Chairman John Krause, Vice-Chairman Wendell Gainer, Supervisor Lynn Brown, 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: Township Manager Koch went over the road crew meeting outcome that was held on February 1st and February 17th. The following items were discussed:

- Addressed plowing issues.
- Opened drain in garage, looking to install a catch basin at the end of the building to provide an additional clean out area.
- Upcoming township work.
 - Vice-Chairman Gainer requested end dates for scheduled work.
- Completed paver training.
- No current issues with equipment.
- Could use an additional flagger.
- Modified leaf vac to better communicate when in use.
- Tried a new pipe clearing technique.
- There was a suggestion to install clean up after your dog signs.
- There was a suggestion to create a call out schedule for the road crew.

Chairman Krause asked what was meant by the call out schedule. Koch explained, currently Lynn only calls out Bruce, she stated having a schedule would incorporate all guys being used for calls outs. Roadmaster Brown stated two guys get called out for safety. Chairman Krause also asked about the additional flagger suggestion. There was a brief discussion, and it was determined that they would post road closed signs.

Vice-Chairman Gainer asked if clean up after your dog was in the park rules. After some discussion it was decided to put “clean up after your dogs” signs at the ballpark.

Koch presented to Board with an updated Agricultural permit application. After some discussion Chairman Krause asked how to incorporate fly control within the application. Koch was asked to inquire with Lebanon County Conservation District regarding their requirements for fly control.

Supervisor Brown stated he did not get pricing on a shed/lean to. After some discussion it was determined to continue exploring the purchase of the barn on Dad Burnhams.

Koch presented the Board with information for adopting an ordinance to provide a tax credit to volunteer fire fighters through either Earned Income Tax or Property Tax credits. Chairman Krause asked what other municipalities around Washington Township provide the credit. After

some discussion Koch was instructed to inquire with other township's to review adopted ordinance and qualifications.

Koch presented a list of standard operating procedures for township business. After some discussed the Board instructed Koch to begin developing the SOP's.

Koch presented the Board with a compensatory time policy. She stated this would be time banked when over time is worked. Each hour of overtime would create an hour and a half of comp time. Vice-Chairman Gainer stated the time would need to be used within a certain time period. Chairman Krause expressed concern of using time during a period when manpower is needed. Koch stated it would be at the discretion of the Roadmaster. Vice-Chairman Gainer suggesting the time being required to be used within the same pay period or month. Chairman Krause suggested trying the policy for one quarter and revisiting. Koch clarified with the Board that this will not be a handbook update until it's revisited.

Koch presented the Board with an updated job description for the Roadmaster/Assistant Roadmaster position. Vice-Chairman Gainer asked if there would be applicants and interviews.

ADJOURNMENT: The work session was adjourned, upon motion of Chairman Krause, seconded by Supervisor Brown at 6:55 p.m.

Respectfully Submitted,



Dawn A. Koch
TM/Sec/Treas.

Washington Township