

WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF June 19, 2023

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, June 19, 2023.

Those in attendance were Chairman John J. Krause, Vice-Chairman, Wendell S. Gainer, Jr., Supervisor/Roadmaster Lynn Brown, Secretary/Treasurer Holly Reinford, and Solicitor Rick Wiest. Also in attendance were Ray Seiger, Jeremy Bickham, Nick Miller, and Eric Wolfe.

Chairman Krause opened the meeting with the pledge of allegiance. Chairman Krause reminded the residents of the notices, 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- Tax Collector report for May 2023.
2. Municipal Benefits Services – data collection
3. Ryland letter of transmittal signed & sealed.
4. DeAngelo Contracting Services, LLC – signed quote
5. Schuylkill County Change of Assessment Notice Listing Report
6. Corrado Custom Homes Inc certificate of liability insurance
7. Asphalt Maintenance Solutions LLC certificate of liability insurance
8. Planning & Zoning: Invitation to Schuylkill County municipal leaders to participate in Hazard Mitigation Planning Process
9. PA Broadband Development Authority & PA Dept of Labor hosting webinar June 20th to provide info on the prevailing wage law for applicants interested in submitting proposals for the ARPA Capital Projects Fund Broadband Infrastructure Program
10. PLGIT account statement for May 2023
11. Garcia Garman & Shea, PC – December 2023 renewal of services
12. Fulton Bank – statement
13. FCCB – statement
14. Sch. Co. Assessment- copy of letter addressed to Keith Heinbach regarding real estate tax exemption for parcel 33-12-0072.002
15. MRM Trust – 2023-24 Projected Payroll Form
16. Statewide Tax Recovery notice of closed exonerated accounts
17. Connecting the Commonwealth & Broadband 101 Webinar – July 13, 2023, in State College & June 27, 2023
18. Penn Dot Detour for bridge deck replacement on SR3004, Sweet Arrow Lake Rd/Paradise Rd for approx. 12 weeks
19. MRM Property & Liability Trust informing of automatic renewal continuation process.

PUBLIC COMMENT PERIOD: No public comments.

APPROVAL OF MINUTES: Upon motion of Chairman Krause, seconded by Supervisor Brown, approving the minutes to the May 15, 2023, regular monthly meeting without correction. This motion unanimously carried.

TREASURER'S REPORT AND BILLS FOR APPROVAL: Upon motion of Chairman Krause, seconded by Supervisor Brown, the May 2023 Treasurer's Report was approved with a balance in all accounts, before receipts and bills, was \$1,691,817.08. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

RECEIPTS: The report of receipts (May 13 – June 16, 2023) listing \$46,450.26 in EIT receipts and \$13,741.06 in regular General Fund receipts were approved as printed upon motion of Chairman Krause, seconded by Supervisor Brown. This motion unanimously carried.

SOLICITOR'S REPORT: Solicitor Wiest was present with no new business.

ROADMASTER REPORTS: Roadmaster Brown reported on the road work budget for 2023. Birds Hill Rd and Flat Hill Rd were slated at \$300,000 to pave but came in at \$288,750.24, which was \$11,249.76 under budget. Paving was done through Asphalt Maintenance Solutions, LLC. Line Painting through DeAngelo Contracting was slated for \$10,000, quoted for \$6,336, and finished at \$4,447, which was \$5,553 under budget. These under budget amounts will help offset the cost of the Blue Mountain Road Bridge project of \$138,514. Roadmaster Brown re-capped for Vice-Chairman Gainer that Blue Mountain Road Bridge was originally submit as a wooden bridge instead of steel and the cost of material is for a steel bridge with all accompanying materials from Co-Star and additional DEP requirements.

Roadmaster Brown stated we received a deficiency letter from the DEP and that he provided them with updated and correct information including more measurements and shop drawings. Brown stated we are waiting for the DEP permit now.

Chairman Krause stated to Secretary/Treasurer Reinford and Roadmaster Brown that he would like to see the percentage of work completed report added to the monthly meetings.

Roadmaster Brown stated he and his crew have been around mowing twice and that the bigger projects are completed. Blue Mountain Road Bridge is slated for August. Chairman Krause inquired about lead time for materials and delivery, Brown stated August 1st delivered right to site and the road will be blocked off. Brown stated the wing wall blocks are sitting at the Township shop already. In the meantime, Brown and his crew will be patching until August.

Roadmaster Brown stated he found a new way to buy tack coating; previously it was \$80/bucket, and he found a 55-gallon drum for \$598 that needs mixed at 50% with water to produce 110 gallons. Chairman Krause inquired how much does he go through and will overage go bad. Brown stated they will go through the 55-gallon drum and won't buy any more for the year than what is needed.

COUNTY ZONING: Planning and Zoning report; Chairman Krause reviewed the permit paperwork.

EMERGENCY MANAGEMENT: EMS Nick Miller attended the conference at Mountain Valley Golf Course on June 8, 2023, and stated it was wonderful. There was a lot of counter terrorism information, a lot of EMA coordinators were there as well as the FBI. Miller gave a copy of his certificate from the conference.

Miller stated that the North Side of the Township was done, and the South Side is half done for water hole drafting locations for the fire departments. Once it is done, everyone will receive a copy. He stated that he stopped at the covered bridge project the Wednesday prior before he left and talked with the foreman, the water access is being filled in and he questioned the board on if there is a way to stop that as it is the only spot to really get water. Supervisor Brown said to talk to Lisa at the county, but if they can't stop it Miller should talk with Mike Martin at the racetrack and see if they can fill there as they have pumps, the gate isn't locked, and they may be able to adapt to what the fire company needs. Vice-Chairman Gainer stated that if the county cannot do anything and the racetrack isn't an option, he is willing to increase the size of his pond and let them use it for water access.

EMS Miller stated Medic 13 is officially closed and that Medic 67, out of Tremont, will be the ASL provider, have 24-hour coverage, and is affiliated with Geisinger.

OLD BUSINESS: Chairman Krause stated no issues with the 2023 per capita exemptions. Vice-Chairman Gainer moved to accept all tax exemptions, seconded by Supervisor Brown. This motion unanimously carried.

Chairman Krause inquired about the Titus Nolt non-building waiver. Koch stated once approved, Holly Reinford can send it to the DEP. Krause stated he will look at it after the meeting and most likely sign it.

Roadmaster Brown received an email from the state rep's office about a request to put a cross walk on 443 at Red Lion Café. Brown consulted with Solicitor Rick Wiest since it is out of Washington Township jurisdiction. Vice-Chairman Gainer recommended that Washington Township does not handle this request and either the requester pays, or the state pays to put in a crosswalk. Koch stated it was suggested we work with PennDOT, Brown had responded to the state rep and PennDOT sent an email to the requester that Washington Township oversaw it. Vice-Chairman Gainer stated that this is not a township road, this is a state road and, Washington Township has nothing to do with the matter. Chairman Krause agreed we have no maintenance agreement on that road.

Vice-Chairman Gainer moved to remove Dawn Koch from all bank documents and add Secretary/Treasurer Holly Reinford, seconded by Supervisor Brown. This motion unanimously carried.

Secretary/Treasurer Holly Reinford stated Abrams Angels Make-a-Wish was looking to rent the park for Sunday, June 25, 2023. However, the park is already rented that day. Vice-Chairman Gainer stated that if they can accommodate a schedule change, we can give them the rental for free.

Vice-Chairman Gainer moved to accept the public official liability renewal of \$4,848, seconded by Supervisor Brown. This motion unanimously carried.

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Vice-Chairman Gainer moved to approve resolution 2023-12 to appoint Secretary/Treasurer Holly Reinford as Chief Administrative Officer for the pension plan, seconded by Supervisor Brown. This motion unanimously carried.

Vice-Chairman Gainer moved to appoint Secretary/Treasurer Holly Reinford as the right to know officer, seconded by Supervisor Brown. This motion unanimously carried.

NEW BUSINESS: Chairman Krause stated no issues with the June 2023 per capita exemptions. Vice-Chairman Gainer moved to accept all tax exemptions submitted by Keith Heinbach, seconded by Chairman Krause. This motion unanimously carried.

Chairman Krause stated there was a cell phone stipend for the previous Township Manager for using her personal cell phone for business and that Secretary/Treasurer Reinford also uses her cell phone to communicate and conduct Township business. Due to this, he would like to retroactively to May pay a \$25 per month cell phone stipend up to the allotted amount of \$300 per year. Vice-Chairman Gainer inquired if \$25 a month was enough as cell phones have gone up. Secretary/Treasurer Reinford stated \$25 a month was fair and Chairman Krause and Vice-Chairman Gainer stated, if need be, the cost can be re-visited down the road. Vice-Chairman Gainer moved to give Secretary/Treasurer Reinford a \$25 per month stipend, retroactive to May, for her cell phone, seconded by Supervisor Brown. This motion unanimously carried.

Secretary/Treasurer Reinford stated a resident called in with concern about 795 Mountain Rd and two small children there. The resident inquired if a “slow, children at play” sign could be put up. Roadmaster Brown stated that in the past the resident would have to pay for the sign and the installation but feels that the cost can be absorbed by the Township and the cost will be about \$70. Chairman Krause, Vice-Chairman Gainer, and Roadmaster Brown all agreed that if a sign helps protect the safety of children, then it is worth the cost. Vice-Chairman Gainer moved to purchase and install up to two slow, children at play signs, seconded by Supervisor Brown. This motion unanimously carried.

Chairman Krause was in the office last week and talked with Secretary/Treasurer Reinford about having an exit audit done. Both agreed from January 1, 2023, to May 20, 2023, when the Township Manager was taken off the books and Reinford had taken over. Chairman Krause inquired if auditor pricing had been done recently and will have Secretary/Treasurer Reinford investigate it. Supervisor Brown motioned to re-audit January 1, 2023, to May 20, 2023, seconded by Chairman Krause. This motion unanimously carried.

Chairman Krause, Vice-Chairman Gainer, and Supervisor Brown discussed the frequency of the Township office being cleaned. All three agreed that it should be cleaned before the monthly board meetings and after each election. Chairman Krause stated to have Secretary/Treasurer Reinford contact the cleaning lady and go over the new schedule.

Secretary/Treasurer Reinford stated a resident submitted an AG exemption and paid the \$50 via money order, however, their structure did not require payment. When she tried to give the money order back, the resident stated the Township can keep it. Vice-Chairman Gainer motioned to cash the money order and re-issue a Washington Township check in the same amount with an

explanation and a thank you for offering to the resident, seconded by Chairman Krause. This motion unanimously carried.

Chairman Krause gave an office window update; he did speak with our design professional, Dawn. They came up with three windows up front and one in the back corner. The design professional e-mailed Spotts Brothers and it's been silent since then. Secretary/Treasurer Reinford did state that after the last e-mail, Lengel was sent in by Spotts Brothers and they did check the windows. Roadmaster Brown also water tested the windows via hose and didn't come up with anything besides the windows not being installed all the way. Chairman Krause e-mailed them for follow up during the meeting.

ADJOURNMENT: There being no further business to come before the Board of Supervisors of Washington Township, upon motion of Chairman Krause, seconded by Supervisor Brown the meeting adjourned at 7:50p.m. This motion unanimously carried.

Respectfully Submitted,

Holly Reinford
Secretary/Treasurer
Washington Township