

WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING OF:  
May 20, 2024

The regular monthly meeting of the Washington Township Board of Supervisors was held Monday, May 20, 2024.

Those in attendance were Chairman John J. Krause, Vice-Chairman Eric Wolfe, Supervisor/Roadmaster Lynn Brown, Secretary/Treasurer Holly Reinford, and Solicitor Rick Wiest. Also in attendance were Becky Hoppes, Nick Miller, Eric Dougherty, and Nancy Welty.

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. 4/1/24 – 4/30/24 Tax Collector’s Remittance Report
2. Floodplain 101 for local community officials/floodplain administrators – Williamsport
3. Floodplain manager training - Harrisburg
4. Quickbooks upgrade meeting option with Intuit
5. North End Fire Company April monthly report
6. Professional Liability Renewal Proposal of Insurance\*
7. Bid Bond from Wayne Township for Asphalt Maintenance Solutions LLC\*
8. Conservation District inspection report for Ronald Snyder due to wetland disturbance
9. Teener League schedule
10. PSATS new acts
11. JB Environmental Sewage Program Annual Report (completed & submit to DEP)
12. PMRS notice of lump sum payment
13. Certificate of Insurance Corrado Custom Homes Inc
14. Global Chemicals product information card
15. Sam.gov notarized form to grant Secretary/Treasurer as entity administrator
16. Right to Know Request: Becky Hoppes for 1144 Deturksville Rd report
17. Pine Grove Community Ambulance subscription drive
18. Right to Know Request: Kelly McEnany for Fisher-Hughes permits
19. Election of Participation – PSATS Trustees
20. IRS federal tax deposit notice
21. MRM Trust 2024-2025 Payroll Projection\*
22. Request for planning waiver & non-building declaration; Donald Legarht
23. Erosion & Sediment Control Plan Review; David G Zimmerman (passed)
24. FCCB – Statement

25. Fulton Bank – Statement

26. PLGIT - Statement

**PUBLIC COMMENT PERIOD:** Resident Nancy Welty questioned the continual problems with the windows and where that leaves the taxpayers. Chairman Krause explained that the windows have been an ongoing concern since the building was built and we have had consultants involved. The main issue is that the windows were not sized correctly and to avoid needing to replace all the windows, which may reflect to the taxpayers in cost, we have had the windows caulked and sprayed with a biocide to eliminate any possible fungal growth. The Township will keep an eye on it to assess as time goes on if there will be a need to replace them and if so, the Township will budget for it.

**APPROVAL OF MINUTES:** Upon motion of Chairman Krause, seconded by Supervisor Brown, approving the minutes for April 15, 2024, regular monthly meeting without correction. This motion unanimously carried.

**TREASURER’S REPORT AND BILLS FOR APPROVAL:** Upon motion of Chairman Krause, seconded by Vice-Chairman Wolfe, the April 11, 2024 – May 15, 2024, Treasurer’s Report was approved with a balance in all accounts, before receipts and bills, was \$1,610,889.27. Included in this motion was the approval of payment of all bills presented. This motion unanimously carried.

**RECEIPTS:** The report of receipts (April 11, 2024 – May 15, 2024) listing \$25,059.99 in EIT receipts and \$183,750.86 in regular General Fund receipts was approved as printed upon motion of Chairman Krause, seconded by Supervisor Brown. This motion unanimously carried.

**SOLICITOR’S REPORT:** Solicitor Wiest discussed the potential emergency service ordinance West Brunswick had proposed. Wiest stated he reached out to two different local insurance agents to see how such an ordinance may affect the Township. He will contact the Solicitor for West Brunswick to discuss further.

**ROADMASTER REPORTS:** Roadmaster Brown stated his crew finished work on the shoulders and will be patching Gristmill Rd and Moyers Station Rd. Brown received Washington Township’s portion of the bid for paving from Asphalt Maintenance Solutions which is priced at \$330,954.30, of which Liquid Fuels will cover most of the payment. Supervisor Brown moved to award the \$330,954.30 bid to Asphalt Maintenance Solutions, seconded by Chairman Krause. This motion unanimously carried. Brown stated we received the GP-11 permit back from the DEP and are set to proceed with the Loop Rd bridge replacement before August.

**COUNTY ZONING:** Nothing remarkable per Secretary/Treasurer Reinford; there have been a lot of solar permits and building permits.

**EMERGENCY MANAGEMENT:** EMC Nick Miller stated the local fire companies used the provided emergency shed three times. Miller stated they were called out to a fire at 1140 Deturksville Rd that was left unattended and caught a vehicle on fire. The individuals responsible for the fire were informed of their responsibility to not continue this problem.

My 20, 2024

**OLD BUSINESS 4/15/2024:** Follow-up 1144 Deturksville Rd: Chairman Krause directed his commentary to resident Eric Dougherty acknowledging his earlier public comment of having the inspection done today before the meeting. Resident Becky Hoppes stated she got a copy of the report and questioned vehicles in the back of the yard. Chairman Krause stated the second inspection happened today and when we receive the report they can do another right-to-know request.

Follow-up 1140 Deturksville Rd: Secretary/Treasurer Reinford stated she reached out to Ramon Gholson and left a voicemail without a response and reached out to Vikki Barr (Gholson) via email without a response. Reinford did note she had driven past recently, and it appears work has restarted on cleaning up the property. A certified letter will be sent to Mrs. Barr requesting communication about the status of the property.

Follow-up 31 Dad Burnhams Rd: Secretary/Treasurer Reinford stated she has not received any follow-up communication to the driveway permit she submitted to our point of contact at Light-Heigel. Chairman Krause directed Reinford to try following up with them again.

Office Windows: Chairman Krause stated the office windows have been an ongoing issue. We had them back out during the rainstorm to address the leaking window due to the windows being too tight for the opening. Secretary/Treasurer Reinford stated last Friday during the heavy rains it did not appear to be leaking anymore. Stated they caulked the outside of the window and opened the interior to monitor leaks.

March 2024 Tax Exemption Requests: Chairman Krause motioned to accept the March 2024 tax exemptions submitted by tax collector Keith Heinbach, seconded by Supervisor Brown. This motion unanimously carried.

**FOLLOW-UP 5/20/2024:** Follow-up 1144 Deturksville Rd: Chairman Krause stated the inspection report from Light-Heigel & Associates indicated that the property complied with Junk Car Ordinance 1998-2. This matter is now closed.

Follow-up 1140 Deturksville Rd: Secretary/Treasurer Reinford stated an email to Ms. Barr was sent and a voicemail was left with Mr. Gholson on 3/21/2024, a letter was sent to Ms. Barr via USPS, a certified letter was sent to Ms. Barr on 4/18, and a second email was sent to Ms. Barr on 5/20/2024. There was no response from any of these attempts and the certified letter was lost in the mail system. Chairman Krause is allowing two weeks to see if either Ms. Barr or Mr. Gholson returns contact.

Follow-up 31 Dad Burnhams Rd: Secretary/Treasurer Reinford has not heard anything back, but the receipt of the driveway permit application was acknowledged by Light-Heigel & Associates.

**NEW BUSINESS 5/20/2024:** Office Windows: Chairman Krause asked if there were any follow-up questions outside of the public comment period. There was no more commentary. Solicitor Wiest recapped that this was kept on the agenda to keep attention to it but could be removed. Chairman Krause stated the office window agenda item will be removed but the access to the window will remain open to monitor for moisture and if any is found, Krause will reach out to Spotts Brothers.

April 2024 Tax Exemption Requests: Chairman Krause motioned to accept the April 2024 tax exemptions submitted by tax collector Keith Heinbach, seconded by Supervisor Brown. This motion unanimously carried.

Chairman Krause motioned to advertise the revocation of Junk Car Ordinance 1998-2, seconded by Vice-Chairman Wolfe. This motion unanimously carried.

Secretary/Treasurer Reinford introduced a complaint policy that provides a blanket process for complaints from residents within the Township. Supervisor Brown motioned to adopt the Washington Township complaint policy, seconded by Vice-Chairman Wolfe. This motion unanimously carried.

48 Harvey Drive: Secretary/Treasurer Reinford stated she had a resident email the Township regarding water runoff from a neighboring property onto their property and rotting out their shed. JB Environmental went out to assess to make sure it was not a sewage issue; it is not and from what Mr. Bentz saw & what information we have it appears it may be an old cistern or spring that is capped with concrete and overflows when rains. The resident is now concerned that this is a swale issue that has been ongoing for the last several years. Chairman Krause stated this is not a Township issue and no representation is here for the issue to continue discussion.

686 Deturksville Rd: Secretary/Treasurer Reinford stated this came as a complaint via phone from a neighbor of this property concerned about work being done to the foundation of the home. Light-Heigel & Associates was notified and will inspect.

3 Beech Tree Dr: Secretary/Treasurer Reinford stated this complaint came in a couple of months ago regarding mud on the roads and the number of structures on the property. Light-Heigel & Associates did go inspect it in May, but they have not provided an inspection report yet.

Supervisor Brown motioned to appoint Eric Wolfe as delegate to the Tax Collection Committee, seconded by Chairman Krause. This motion unanimously carried.

Resident Elizabeth Griffiths submitted a modification of an Agricultural Security Area for 25 acres she owns. Supervisor Brown motioned to advertise the modification, seconded by Vice-Chairman Wolfe. This motion unanimously carried.

Secretary/Treasurer Reinford stated a resident who rented the park was requesting a full refund due to not utilizing it because of rain. The Board agreed that renters would receive their \$100 deposit back but nothing more. Reinford brought up a renter who needed to cancel their reservation and did so about a month before their rental date. The Board agreed to consider a refund policy based upon appropriate notification of cancellation.

**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 Wolfe the meeting adjourned at 7:55 p.m. This motion unanimously carried.

Respectfully Submitted,

My 20, 2024

Holly Reinford  
Secretary/Treasurer  
Washington Township