

Washington Township Municipal Building  
185 Manors Road  
Elizabethville, PA 17023  
February 2, 2021

The regular meeting of the Washington Township Board of Supervisors was held at the above place and date.

Chairman, Benjamin Brown called the meeting to order at 7:02 PM followed by the Pledge of Allegiance and a moment of silence.

**Board Members Present:**

Benjamin Brown      Cynthia Stout  
Kevin Stadheim      Gerald Lettich  
Glenn Stoneroad

**Administrators and Others Present:**

Donna Sitlinger – Secretary  
Joseph Kerwin, Esq. – Board Solicitor  
Citizens – 2

**PUBLIC COMMENTS:**

Chairman, Benjamin Brown called for public comments with no response.

**MINUTES:**

The minutes of the Board of Supervisors January 19, 2021 regular meeting, were approved as presented by Supr. Lettich, second by Supr. Stadheim. Motion carried.

**PAYMENT OF INVOICES:**

General Fund:                      \$ 5,310.89  
Liquid Fuels Fund:                      68.48

A motion was made by Supr. Stoneroad to approve the payment of the invoices, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**OLD BUSINESS:**

**Transportation Impact Assessment PSP**

There was no new information to report regarding PennDOT's review of the PSP Highway Occupancy Permit Application (HOP). A discussion was held to consider the Township Engineer's recommendation that a follow-up evaluation of the SR 209/Kocher Ln/Lois Drive intersection be completed 6 to 12 months after full opening/operation of the proposed development. The evaluation is to determine if traffic impacts would require an eastbound left turn phase upon exiting Lois Drive. It is the consensus of the Supervisors to advise the Developer, as a condition of approval of the HOP, the Developer will be required to complete all the work and is responsible for all the costs associated with the implementation of signalized improvements at the intersection. The Secretary will consult with Solicitor Kerwin when drafting the letter.

**Proposal – State Drive Improvements**

Stahl Sheaffer Engineering, (Township Engineer) provided a proposal for survey and roadway design services regarding improvements to State Drive. The proposal of \$37,330 includes surveying, roadway and site design, highway occupancy permitting and does not include the construction costs for the project. After discussing alternate options to improve the west intersection of State Drive, a motion was made by Supr. Stout to ask the engineer if it is feasible to allow a right turn only- or - only one way out at the west

end intersection, second by Supr. Lettich. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**2022-2025 Tax Collector Compensation**

After comparing the compensation paid to elected tax collectors in other local municipalities, a motion was made by Supr. Stoneroad, to increase the annual compensation of the elected tax collector to \$4500.00, effective January 1, 2022, second by Supr. Lettich. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (abstain – spouse is current tax collector) Stout (yes) Motion carried.

**NEW BUSINESS:**

**Update Application Federal Surplus Property Program**

Organizations are required to update their application every three years to participate in the Federal Surplus Property Program. As the Township's eligibility is set to expire on February 8, 2021, it is the consensus of the Supervisors to approve updating the application for continued participation.

**Proposal to Update Website**

Infoquest Technologies submitted a quote to redesign the Township website at an estimated cost of \$3,750.00. A motion was made by Supr. Stout to approve Infoquest's proposal to redesign the Township website, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**Update Pension Plan**

The IRS requires a re-write of the Township's pension plan once every six years. It is the consensus of the Supervisors to inquire if a PMRS representative would be available to attend a future meeting to review the plan.

**SOLICITOR REPORT:**

Solicitor Kerwin advised the school district has signed as an additional party in regards to Walmart's petition for real estate tax assessment appeal.

**SUPERVISORS REPORTS:**

**BENJAMIN BROWN:** No report.

**KEVIN STADHEIM:**

**Road Crew Report**

Supr. Stadheim reported the road crew is busy plowing snow and maintaining equipment.

**GLENN STONEROAD:** No report.

**CYNTHIA STOUT:** No report.

**JERRY LETTICH:** No report.

**PUBLIC COMMENTS:**

Chairman, Benjamin Brown called for public comments with no response.

**ANNOUNCEMENTS:**

Authority: Tuesday, February 9, 2021

Supervisors: Tuesday, February 16, 2021

Recreation Board: Wednesday, February 17, 2021 (8PM)

Planning Commission: Monday, March 1, 2021

All meetings, unless otherwise indicated, are held at the municipal building and begin at 7 PM.

**ADJOURNMENT:**

There being no further business, Supr. Lettich made a motion to adjourn the meeting, second by Supr. Brown. Motion carried. Meeting adjourned at 8:04 PM.

Respectfully submitted,

A handwritten signature in blue ink that reads "Donna M. Sitlinger". The signature is written in a cursive style.

Donna M. Sitlinger

Secretary