

Washington Township Municipal Building
185 Manors Road
Elizabethville, PA 17023
March 17, 2020

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 7:00 PM followed by the Pledge of Allegiance and a moment of silence.

Board Members Present:

Benjamin Brown Kevin Stadheim
Glenn Stoneroad Gerald Lettich

Board Member Absent:

Cynthia Stout

Administrators and Others Present:

Donna Sitlinger – Secretary
Robert Crabb - Roadmaster
David Shelleman – Emergency Management Coordinator
Citizens – 1

PUBLIC COMMENTS:

Chairman Benjamin Brown called for public comments with no response.

MINUTES:

The minutes of the Board of Supervisors March 3, 2020 regular meeting were approved as presented by motion of Supr. Lettich, second by Supr. Stoneroad. Motion carried.

PAYMENT OF INVOICES:

General Fund: \$13,402.31
Liquid Fuels Fund: 2,400.00
Street Light Fund: 901.86

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

OTHER BUSINESS:

Everbridge Notification System:

Chairman Benjamin Brown recognized David Shelleman, Emergency Management Coordinator (EMC). EMC Shelleman announced Dauphin County is offering a free service to municipalities for the purpose of enabling Township staff to receive notifications concerning a major emergency. The County will assist in setting up the Everbridge Aware Notification System. After discussion, a motion was made by Supr. Brown to accept the offer by the County, second by Supr. Stadheim. Motion carried. As the result of the COVID-19 pandemic, EMC Shelleman is recommending the Supervisors declare a disaster emergency. A motion was made by Supr. Lettich to proclaim a Declaration of Disaster Emergency throughout Washington Township, effective March 17-23; March 24-30; March 31-April 6, 2020, second by Supr. Stadheim. Motion carried. EMC Shelleman updated the Supervisors on the training classes he has been attending to obtain his certifications for his position.

OLD BUSINESS:

TIS Scoping Meeting Application (PSP) Lykens Barracks):

It was noted LIVIC Civil is planning to schedule a meeting with PennDOT to go over the project.

PSATS Convention:

Registration for the PSATS Convention is currently open. The convention will be held May 3-6 at the Hershey Lodge.

Reliance Hose Company No 1:

As per an inquiry from the March 3, 2020 meeting, a motion was made by Supr. Stoneroad to grant Reliance Hose Company Members permission to approach businesses to ask for a contribution to assist with the expense of purchasing an electronic sign, second by Supr. Lettich. Motion carried.

Upcoming Action Memo:

The memo contains various township projects that are currently under consideration. Proposed zoning district amendments along a portion of the SR209 corridor; future plans for the old Vicky's Valley Inn property recently acquired by the Township; seeking guidance on the process to ask medical facilities if there would be any interest in expanding their health care services into our Township; acquiring a new location for recycling bins; changes to the SR209 and State Drive intersection.

NEW BUSINESS:**Waiver Request-On Lot Sewage Disposal System Pumping:**

A motion was made by Supr. Stoneroad to approve a request to waive the 2020 pump out requirement for the on lot sewage disposal system located on property parcel number 66-018-005, second by Supr. Stadheim. Motion carried.

Portable Toilet Rental:

Quotes for the rental and weekly service of a standard and ADA portable toilets were provided by two vendors. A motion was made by Supr. Lettich to award the quote to PA Environmental Solutions, Standard Unit \$70 per month; ADA Unit \$90 per month, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Motion carried.

Request for Reimbursement:

As part of the Local Share Municipal Gaming Grant awarded last year for improvements and upgrades to the municipal building, a motion was made by Supr. Stoneroad to request reimbursement for the expense the township entailed (\$36,185.00). Lentz Electric for heating system upgrades to shop area and a heat pump replacement; a pole building addition constructed by Esh Builders, second by Supr. Lettich. Motion carried. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Motion carried.

Roadmaster Crabb will be working on the details for the municipal building roof replacement project.

Spring Cleanup:

A motion was made by Supr. Stadheim to approve Saturday, May 2 as spring cleanup day, approval for the Secretary to reserve roll off containers, approval for employee, Cole Long to receive any items that he can recycle, approval to the Roadmaster to hire extra help, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Motion carried.

The Secretary reported a dividend check for the amount of \$2,846.88 was distributed as per the Township's participation in the Keystone Municipal Insurance Program. The 2020-2021 salt contract participation has been extended to March 31. A revised land development plan has been submitted by Alvord-Polk. The revision includes a note on the plan that all lots will be consolidated as per the Supervisors January 21, 2020 conditional approval of the plan. A motion was made by Supr. Lettich to approve the revised land development plan, second by Supr. Stadheim. Motion carried. Secretary Sitlinger advised the IRS requires a re-write of the Township pension plan every six years. Upon final review and approval of the plan, the updated pension plan to be approved by ordinance.

The multiplier enhancer to determine a member's final average salary is currently established at 1.25%. The Secretary asked the Supervisors if they would consider asking PMRS to conduct a cost study to inquire what the Township expense would be to increase the multiplier enhancer with noting the average multiplier enhancer for non-uniform pension plans overseen by PMRS is 1.50%. After brief discussion, a motion was made by Supr. Lettich to authorize the cost study to increase the multiplier to 1.50%, second by Supr. Stoneroad. Motion carried.

SUPERVISORS REPORTS:

BENJAMIN BROWN: No report.

KEVIN STADHEIM:

Road Crew Report:

In response to the COVID-19 pandemic, a motion was made by Supr. Stadheim to close the Loyaltan Park and approve the letter detailing the guidelines established to close the township office to public access, second by Supr. Stoneroad. Motion carried. It was noted the Supervisors will re-evaluate the guidelines beginning of April.

The first phase of the pole building has been completed. The east end will remain open until the second phase is completed. One of the old garage doors was kept to close the end bay of the new section. Roadmaster Crabb received a quote of \$650 to reinstall the old garage door. The quote includes new tracks, wheels and rollers. A motion was made by Supr. Stoneroad to approve the installation of the old garage door as quoted, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Motion carried.

Roadmaster Crabb has learned the Elizabethville Area Authority owns the land at the south end of Oakdale Station Road and will grant the township a right-of-way to turn around.

GLENN STONEROAD:

COG: The March COG meeting is cancelled.

CYNTHIA STOUT: Absent.

JERRY LETTICH: No report.

PUBLIC COMMENTS:

Chairman Benjamin Brown called for public comments with no response.

ANNOUNCEMENTS:

Recreation Board: Wednesday, March 18, 2020 (8PM)

Planning Commission: Monday, April 6, 2020

Supervisors: Tuesday, April 7, 2020

Authority: Tuesday, April 14, 2020

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

ADJOURNMENT:

There being no further business, Supr. Stadheim made a motion to adjourn the meeting, second by Supr. Lettich. Motion carried. Meeting adjourned at 8:11 PM.

Respectfully submitted,



Donna M. Sitlinger
Secretary

March 17, 2020