

Washington Township Municipal Building  
185 Manors Road  
Elizabethville, PA 17023  
September 6, 2022

The Washington Township Board of Supervisors regular meeting was held at the municipal building on September 6, 2022.

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:**

Kevin Stadheim            Cynthia Stout  
Glenn Stoneroad        Glenn Stoneroad  
Benjamin Brown

**Administrators and Others Present:**

Donna Sitlinger – Secretary  
Joseph Kerwin, Esquire - Board Solicitor  
Robert Crabb – Roadmaster  
Charles Yourshaw – Engineer, Integrative Green Solutions LD Plan  
Citizens – 4

**BUSINESS ITEMS ADDED:**

There were no new business items added.

**PUBLIC COMMENTS:**

Chairman, Benjamin Brown called for public comments.

Jim Stout asked if any complaints were received concerning the PSP shooting range, noting no complaints were received.

**MINUTES:**

The minutes of the Board of Supervisors August 2, 2022, regular meeting, approved as presented by Supr. Lettich, second by Supr. Stoneroad. Motion carried.

**PAYMENT OF INVOICES:**

General Fund:        \$ 4,893.78 August 16 + Marco Invoice \$463.42 + \$7,646.13 September 6  
Liquid Fuels Fund:    1,053.74 August 16 + \$15,532.03 September 6  
Street Light Fund:    949.31 August 16

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

**OTHER BUSINESS:**

**Integrative Green Solutions Land Development Plan**

Chairman Benjamin Brown recognized Charles Yourshaw, Engineer who is representing the development plans for Integrative Green Solutions. Mr. Yourshaw was in attendance to seek conditional approval to begin the construction associated with the NPDES permit and requesting two waivers. Also reviewed the comments from the traffic engineer concerning the TIS Scoping Meeting Checklist. After discussion, Supr. Stout made a motion to approve the preliminary plan and the waivers requested for screen planting on the north side and basin fencing, second by Supr. Lettich. Roll Call Vote: Stoneroad (no) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**OLD BUSINESS:****Mixed Use Zoning District Amendment Proposal**

The engineer provided a draft copy of a zoning district map that was amended to reflect a proposal to rezone properties located adjacent to and surrounding the entire SR209 and 225 corridors. The engineer has some questions and is asking that the changes he made to the map be reviewed prior to him providing the final copy. It is the consensus of the Supervisors to forward the draft copy to the Washington Township Planning Commission to review.

**Financing – Roof Over Project**

After reviewing the financial options of various local banking institutions to take out a loan to finance the municipal building roof replacement project, Supr. Lettich made a motion to explore the option offered by The Gratz Bank, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**NEW BUSINESS:****Adopt Ordinance 2022-01 (Local Services Tax)**

After being duly advertised in the August 11, 18, and 25 publications of The Citizen Standard, a motion was made by Supr. Stoneroad to adopt **Ordinance 2022-01** to amend the Code of Ordinances, to repeal Chapter 24, Part 2, Occupations Privilege Tax (\$10) and reenact a new Chapter 24, Part 2, to be entitled Local Services Tax (\$52), second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**Local Services Tax Collection Agreement**

Supr. Lettich made a motion to approve to enter into an agreement with Kratzenberg & Associates Inc., d/b/a Keystone Collection Group to appoint as the exclusive current and delinquent Local Services Tax Collector, second by Supr. Stoneroad. Solicitor Kerwin advised his review of the language in the agreement was satisfactory. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried. **Resolution 2022-09**

**Dauphin County Local Share Municipal Grant FY 2022 Application**

Supr. Lettich made a motion to request gaming funds through the Dauphin County Local Share Municipal Grant FY 2022 Program, for the purpose of applying to the debt that will be incurred to replace the municipal building roof, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**Request for Sign Approval**

Summit Locations LLC submitted a Request for Sign Approval Application proposing to install a sign larger than 50 sq. ft. The location of the sign proposed to be installed is property parcel number 66-008-033. After review of the application, Supr. Lettich made a motion to deny the application, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (no) Stout (yes) Motion carried.

**Post Construction Stormwater Management Plan (Hummel)**

After briefly reviewing the engineer's comments concerning his review of the post construction stormwater management site plan and noting the Dauphin County Conservation District determined the plan submitted for erosion and sedimentation control is adequate, Supr. Lettich made a motion to approve executing the Operation & Maintenance Agreement, Stormwater Management Best Management Practices (SWM BMPs) for Roger L. & Tamara R. Hummel, Tax Parcel Number 66-012-134, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**Employee Medical Benefits Renewal**

Supr. Lettich made a motion to approve the renewal of the employee's medical benefits provider, Highmark Blue Shield, effective October 1, 2022, through September 30, 2023, noting the renewal reflects a 2.29% increase, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**Fall Cleanup/Newsletter**

Supr. Lettich made a motion to approve Saturday, October 8, 2022, 8AM – 3PM as Fall Cleanup Day for Township residents, approval to reserve three roll off containers from Heim's Disposal, approve employee, Cole Long to receive any items that he can recycle, approval to hire extra help and compensate volunteers \$100, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**Certificate of Deposit Renewal**

A certificate of deposit held at Mid Penn Bank matured on August 23, 2022. Since the CD grace period would expire prior to the next board meeting, Supervisor approval was granted by email to close the matured CD and open a new CD with Mid Penn Bank, for a term of 12 months at 1% interest. Supr. Lettich made a motion to formally approve the closing and opening of a new CD at Mid Penn Bank, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**Winter Services Agreement**

Supr. Lettich made a motion to approve entering into an agreement with PennDOT for the purpose of snowplowing North Church Street and Rakers Mill Road, second by Supr. Stout. Solicitor Kerwin advised his review of the language in the agreement was satisfactory. The initial term of the agreement is (5) five years and the term will automatically renew for an additional (5) five years. Base payment rates will be increased two percent each year, with the first base payment \$9,821.95. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried. **Resolution 2022-10**

**Disposal of Records**

Supr. Lettich made a motion to approve the destruction of Township records as specified on the attachment to **Resolution 2022-11**, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**Water Resource Enhancement Program**

The Supervisors reviewed information provided by the Tri-County Regional Planning Commission concerning the Water Resource Program (WREP). The program is meant to enhance stormwater management programs already in place at the municipal level. An Intergovernmental Cooperation Agreement was supplied for the implementation of a regional stormwater management program, to be part of the WREP steering committee. Tri-County is asking the agreement to be formally approved by year end. Further consideration was tabled until the Supervisors review the information provided.

**SOLICITOR REPORT:**

Dauphin County Tax Claim Bureau provided information concerning the upcoming Upset Tax Sale. Solicitor Kerwin explained the purpose of PA Act 33, specifically that a municipality has a right to deny bidders according to the law. The bidders list was reviewed with no action taken.

**SUPERVISORS REPORT:**

**GLENN STONEROAD:** No report.

**CYNTHIA STOUT:** No report.

**JERRY LETTICH:** No report.

**BENJAMIN BROWN:** No report.

**KEVIN STADHEIM:**

Roadmaster Crabb reported on the following:

- The Road Crew is completing a couple small projects and will soon be crack sealing roads in preparation of next year's road projects.
- Estimate to move the rear gate and install a fence along the west wall, \$7,000.
- Estimate to close both ends of State Drive and add a cul-de-sac \$6,500. After brief discussion, Supr. Stadheim made a motion to provide permission to Roadmaster Crabb to contact the Engineer, Surveyor and Solicitor to begin the project, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

**PUBLIC COMMENTS:**

Chairman, Benjamin Brown called for public comments.

Jim Stout commented he has two observations. In order to stop perceiving biased or favoritism against a sign, why do you not pass an ordinance that is for or against. The second observation has anyone noticed any lights in the valley that catches your eye.

**ANNOUNCEMENTS:**

Planning Commission: Monday, September 12, 2022

Authority: Tuesday, September 13, 2022

Supervisors: Tuesday, September 20, 2022

Recreation Board: Wednesday, September 21, 2022 (8PM)

**ADJOURNMENT:**

There being no further business, Supr. Lettich made a motion to adjourn the meeting, second by Supr. Stadheim. Motion carried. Meeting adjourned at 8:45 PM.

Respectfully submitted,



Donna M. Sitlinger

Secretary