

Washington Township Municipal Building
185 Manors Road
Elizabethville, PA 17023
November 1, 2022

The Washington Township Board of Supervisors regular meeting was held at the municipal building on November 1, 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 Benjamin Brown
Glenn Stonerod Cynthia Stout

Board Member Absent:

Gerald Lettich

Administrators and Others Present:

Donna Sitlinger – Secretary
Joseph Kerwin, Esq. – Board Solicitor – arrived 7:34 PM
Robert Crabb – Roadmaster
Citizens – 2

BUSINESS ITEMS ADDED:

A motion was made by Supr. Stadheim to add the following agenda item: Request for on lot sewage planning exemption (Kratzer), second by Supr. Stonerod. Motion carried.

PUBLIC COMMENTS:

Chairman, Benjamin Brown called for public comments.

Chairman Brown recognized Debra Boyer. Debra Boyer asked what the township used to spray along SR209 (road bank along Oak Street) and Nursery Road on September 29th or 30th. Ms. Boyer commented her honeybees are all dead and believes her loss is due to the spray odor that lingered in the air for a few days. Ms. Boyer is asking for \$1150.00 in compensation for her loss. After a brief question period and noting the Township has never experienced this sort of claim in the past, it is the consensus of the Supervisors to ask the Roadmaster to conduct research on this matter prior to taking any action.

MINUTES:

The minutes of the Board of Supervisors October 18, 2022, regular meeting, approved as presented by Supr. Stadheim, second by Supr. Stonerod. Motion carried.

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PAYMENT OF INVOICES:

General Fund: \$ 4,754.54

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

OLD BUSINESS:

Financing – Roof Over Project

Link Bank, a division of the Gratz Bank supplied two separate options pertaining to the terms and conditions of the \$200,000.00 loan to assist with the expenses of the municipal building roof replacement. After consulting with Solicitor Kerwin, Supr. Stout made a motion to choose Option 1 – 5 year fully amortizing loan, at a fixed rate of 4.35% Tax Free, second by Supr. Stadheim. Roll Call Vote: Stonerod (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

NEW BUSINESS:**Operations & Maintenance Agreement-Post Construction SWMGT Plan (Shiffer)**

Supr. Brown made a motion to approve to sign the Operations & Maintenance Agreement for the Post Construction Stormwater Management Plan contingent upon the two comments provided by the township engineer's October 28, 2022 final review are addressed, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

Janitorial Service Rate

Supr. Stout made a motion to accept the notification of a 2% annual increase for cleaning services, beginning November 2022, as per the terms of Shirley's Deitrichs' Cleaning Service janitorial contract, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

Employee Manual

The employee manual is due for its five-year review. Supr. Stout made a motion to approve the employee manual (full and part time) with no revisions and schedule a full review of the employee manual in five years, second by Supr. Stoneroad. It was noted that revisions will be considered, as needed, during the interim of the next five-year review. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

Register Second Current Building Codes Official

It was noted that Labor & Industry does not have on record the appointment of the township's second building codes official. Supr. Stoneroad made a motion to sign the UCC-29 form that provides the information of the additional BCO, second by Supr. Stadheim. Motion carried.

Winter Maintenance Policy

Supr. Stoneroad made a motion to approve the Winter Maintenance Policy effective November 1, 2022, through October 31, 2023, second by Supr. Stadheim. It was noted there were no revisions to the policy. Motion carried.

Request for Planning Exemption Under the Sewage Facilities Act.

It was noted the Township's Official Sewage Facilities Plan shows that the Kratzer subdivision is in an area planned to be served by on lot sewage disposal systems. A motion was made by Supr. Stout to sign the application requesting exemption from the Act 537 planning requirements, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

SOLICITOR REPORT: No report.

SUPERVISORS REPORT:

BENJAMIN BROWN: No report.

KEVIN STADHEIM:

Road Report:

Roadmaster Crabb reported on the following:

- Garage doors were installed, waiting on electric openers.
- Water retention system has been installed on township grounds, catch basins to be installed next year.
- Road crew to begin crack sealing next week.

GLENN STONEROAD: No report.

CYNTHIA STOUT: No report.

JERRY LETTICH: Absent.

BENJAMIN BROWN: No report.

BUDGET:

Review continued on the proposed 2023 budget. Roadmaster Crabb presented the road projects he is proposing during 2023. Proposals were also reviewed for equipment, building improvement projects and the use of the American Rescue Plan funds.

PUBLIC COMMENTS:

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

ANNOUNCEMENTS:

Authority: Thursday, November 10, 2022

Planning Commission: Monday, November 14, 2022

Supervisors: Tuesday, November 15, 2022

Recreation Board: Wednesday, November 16, 2022 (8PM)

ADJOURNMENT:

There being no further business, Supr. Stout made a motion to adjourn the meeting, second by Supr. Stadheim. Motion carried. Meeting adjourned at 8:28 PM.

Respectfully submitted,



Donna M. Sitlinger
Secretary