

Washington Township Municipal Building
185 Manors Road
Elizabethville, PA 17023
November 9, 2023

The Washington Township Board of Supervisors regular meeting was held at the municipal building on November 9, 2023.

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:

Glenn Stoneroad Kevin Stadheim
Benjamin Brown Gerald Lettich
Cynthia Stout

Administrators and Others Present:

Donna Sitlinger – Secretary
Joseph Kerwin, Esq. – Board Solicitor
Robert Crabb – Roadmaster
Guests: Alex Dearing - Summit Locations, LLC
 Curtis Keefer – Commercial Agent, Keystone – Deibler, Straub & Troutman
Citizens – 1

OTHER BUSINESS:

Request for Sign Approval

A virtual meeting was scheduled with Summit Locations, LLC. Chairman, Benjamin Brown recognized Alex Dearing who is representing Summit Locations submission of a Request for Sign Approval Application. The applicant is seeking Supervisor approval to install a billboard larger than 50 square feet on property tax parcel 66-009-069. The site plan and plan specifications submitted with the application were reviewed. At the conclusion of the application review, it is the consensus of the Supervisors to take the request into consideration.

Commercial Insurance Review

Chairman, Benjamin Brown recognized Curtis Keefer, Commercial Agent representing Keystone-Deibler, Straub & Troutman. Curtis provided a written summary of the commercial insurance policy renewal, effective September 10, 2023 –through September 10, 2024. A brief question period was held. It was noted the Supervisors approved the commercial insurance policy renewal at a prior meeting.

Decision – Request for Sign Approval Application:

Supr. Stoneroad made a motion to reject Summit Locations, LLC, Request for Sign Approval Application, second by Supr. Lettich. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

BUSINESS ITEMS ADDED:

There were no new business items to add to the agenda.

PUBLIC COMMENTS:

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

MINUTES:

The minutes of the Board of Supervisors October 17, 2023, regular meeting, approved as presented by Supr. Lettich, second by Supr. Stadheim. Motion carried.

PAYMENT OF INVOICES:

General Fund: \$14,757.80
 Street Light Fund: 1,025.92
 Liquid Fuels Fund: 9,182.41

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

OLD BUSINESS:**Exemption Request (PCSWMG)**

Supr. Lettich made a motion to approve a request to exempt the submittal of stormwater management plan requirements from the property owner of tax parcel 66-014-003, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (no) Motion carried.

NEW BUSINESS:**Exemption Request (PCSWMG)**

Supr. Lettich made a motion to approve a request to exempt the submittal of stormwater management plan requirements from the property owner of tax parcel 66-013-029, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (no) Motion carried.

A discussion was held in reference to defining exemption criteria for new impervious area created under 1,000 square feet. At the conclusion of discussion, Supr. Lettich made a motion to go back to the way we were with requiring the submittal of post construction stormwater management plans, (*net/new impervious area created under 1,000 square feet is exempt from the requirements of submitting a post construction stormwater management plan*) second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (no) Stout (yes) Motion carried.

Professional Pest Managers School

Supr. Lettich made a motion to approve Roadmaster Crabb attendance at a Professional Pest Managers School in Grantville, PA on December 4, 2023, to earn recertification credits for his public pesticide applicator license, registration fee is \$120, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Winter Maintenance Policy

Supr. Lettich made a motion to approve the Winter Maintenance Policy, effective November 1, 2023, through October 31, 2024, second by Supr. Stadheim. It was noted there were no policy updates. Motion carried.

2024 Budget

A 2024 proposed budget representing all funds were reviewed in detail. Roadmaster Crabb provided a written report on the condition of roads and outlined his recommendations for road/pipe replacement projects, equipment purchases and building maintenance. All budget line items were reviewed with the exception of employee salaries. It is the consensus of the Supervisors to add a percentage to employee salaries to finish the budget and noted employee salaries will be discussed later. Supr. Lettich made a motion to tentatively approve the 2024 budget and advertise for public inspection, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

SOLICITOR REPORT: None.

SUPERVISORS REPORT:**GLENN STONEROAD:****COG – EMS Study Cost**

Supr. Lettich made a motion to not participate in committing to a population-based reimbursement to Upper Paxton Township in the event no gaming grant funds are awarded to COG next year to fund a professional study of the EMS services in our area, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

CYNTHIA STOUT:

Parks & Recreation/Reliance Hose Company No 1: No report.

JERRY LETTICH:

Washington Township Authority: No report.

BENJAMIN BROWN:

Recycling & Landfill: No report.

KEVIN STADHEIM:**Road Report:**

Roadmaster Crabb reported on the following:

- Salt spreaders are being mounted to the trucks.
- Roadmaster to explore the options of purchasing either an electric or gas chain saw.
- Provided an updated site and floor plan of the architect's design for the municipal building addition.
- Roadmaster provided a written list of township inventory that no longer serves a municipal purpose or is obsolete and valued at under \$2,000. Roadmaster Crabb recommends the V plow included on the list be disposed of after removing the hitch. Supr. Brown made a motion to approve disposal of the V Plow and place the remaining items on Muncibid, second by Supr. Lettich. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.
- Roadmaster Crabb provided a letter he drafted to a property owner for the Supervisors review. Supr. Lettich made a motion to approve the letter be sent to the owner of tax parcel 66-007-089, concerning a new blacktop ramp that encroaches the township right of way, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

PUBLIC COMMENTS:

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

ANNOUNCEMENTS:

Planning Commission: Monday, November 13, 2023 (cancelled)

Authority: Tuesday, November 14, 2023

Recreation Board: Wednesday, November 15, 2023

Supervisors: Tuesday, November 21, 2023 (cancelled)

ADJOURNMENT:

There being no further business, Supr. Lettich made a motion to adjourn the meeting, second by Supr. Stadheim. Motion carried. The meeting was adjourned at 9:17 PM.

Respectfully submitted,



Donna M. Sitlinger

Secretary

November 9, 2023