

Washington Township Municipal Building  
185 Manors Road  
Elizabethville, PA 17023  
December 5, 2023

The Washington Township Board of Supervisors regular meeting was held at the municipal building on December 5, 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:**

Benjamin Brown      Glenn Stoneroad  
Kevin Stadheim

**Board Members Absent:**

Gerald Lettich      Cynthia Stout

**Administrators and Others Present:**

Donna Sitlinger – Secretary  
Joseph Kerwin, Esq. – Board Solicitor  
Robert Crabb – Roadmaster  
Citizens – 0

**BUSINESS ITEM ADDED:**

Supr. Stadheim made a motion to add the following business items to the agenda: Certificate of Deposit and Municipal Building Expansion Update, second by Supr. Stoneroad. Motion carried.

**PUBLIC COMMENTS:**

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

**MINUTES:**

The minutes of the Board of Supervisors November 9, 2023, regular meeting, approved as presented by Supr. Stadheim, second by Supr. Stoneroad. Motion carried.

**PAYMENT OF INVOICES:**

|                    | <b><u>November 21, 2023</u></b> | <b><u>December 5, 2023</u></b> |
|--------------------|---------------------------------|--------------------------------|
| General Fund:      | \$4,388.52                      | 11,633.88                      |
| Street Light Fund: |                                 | 1,063.57                       |
| Liquid Fuels Fund: |                                 | 10,515.00                      |

Supr. Stadheim made a motion to approve the payment of the invoices as listed, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Motion carried. The November 21, 2023 payment of invoices were approved for payment via email by Supervisors, Brown, Stoneroad, Stout, Lettich and Stadheim.

**OLD BUSINESS:**

***New Truck Purchase Update***

Roadmaster Crabb reported he has spoken to a dealer concerning the availability of a new truck.

**NEW BUSINESS:**

***Municibid Items for Sale***

Supr. Brown made a motion to accept the bids received for the items listed for sale on the municibid website and approve disposing the foam for cab liner that did not receive a bid, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Motion carried.

**Local Share Account Fund (Gaming Funds) Statewide**

Supr. Stadheim made a motion approving the submission of a Statewide Local Share Assessment Grant Application through the Commonwealth Financing Authority; approve the expense of a \$100.00 non-refundable application fee; approve to adopt a resolution requesting a grant and designating officials to execute all documents and agreements, second by Supr. Stoneroad. The grant request of \$250,000.00, if awarded, would be used towards the purchase of a Truck, Salt Spreader and Snowplow. The awards to be announced in the fall of 2024. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Motion carried. **Resolution 2023-10**

**Permit/Plan Fee Schedule**

Supr. Stoneroad made a motion to approve a general increase for the fees charged to review permit applications, plan reviews, and approve as presented, the updated permit/plan review fee schedule, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Motion carried.

**NPDES Permit Reissuance**

Notice was received from DEP in regard to the reissuance of a NPDES permit application concerning a Concentrated Animal Feeding Operation located on tax parcel 66-001-022. There were no questions or concerns presented.

**2024 Meeting Dates**

A calendar was presented outlining the Supervisors board meetings to continue on the first and third Tuesday each month, with no revisions made. The Supervisors will officially approve the 2024 meeting dates when they re-organize in January.

**Employee Evaluation/Wages**

Discussion tabled. The Supervisors will complete the evaluation forms and discuss employee wages during the next meeting.

**Certificate of Deposit**

Supr. Stoneroad made a motion to approve opening up a new certificate of deposit at Mid Penn Bank for a term: one-year, interest rate: 5.20%, amount: \$150,000.00; with those funds transferred from the Mid Penn Bank Money Market Account, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Motion carried.

**Municipal Building Expansion Update**

Roadmaster Crabb provided an updated drawing and schematic design for the building expansion. The architect is currently working on the electrical and mechanical plans. A preliminary plan of construction phases will be forthcoming. Roadmaster Crabb noted it has been over thirty years since the township lavatories were updated and they are not handicapped accessible. After discussion, it is the consensus of the Supervisors to notify the Architect to include a design and cost estimates of what it will cost to update the lavatories.

**SOLICITOR REPORT:**

Solicitor Kerwin provided comments on the building expansion project and gaming grant application.

**SUPERVISORS REPORT:****CYNTHIA STOUT:**

**Parks & Recreation/Reliance Hose Company No 1:** Absent

**JERRY LETTICH:**

**Washington Township Authority:** Absent

**BENJAMIN BROWN:**

**Recycling & Landfill:** No report.

**KEVIN STADHEIM:**

**Road Report:**

Roadmaster Crabb reported on the following:

- Ordered a new laser lever.
- Purchased a used Chipper from Union Township for \$16,000.00.
- Recently purchased a pipe to replace on Bechtel Road next year. It is a deep pipe and will be contracted out for installation.

**GLENN STONEROAD:**

**COG and UDA School District:**

Supr. Stoneroad provided a brief update on the school boards discussion concerning their options for new development on school property.

**PUBLIC COMMENTS:**

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

**ANNOUNCEMENTS:**

Authority: Tuesday, December 12, 2023

Supervisors: Tuesday, December 19, 2023

Recreation Board: Wednesday, December 20, 2023

Planning Commission: Monday, January 8, 2024

**ADJOURNMENT:**

There being no further business, Supr. Stadheim made a motion to adjourn the meeting, second by Supr. Stoneroad. Motion carried. The meeting was adjourned at 7:50 PM.

Respectfully submitted,



Donna M. Sitlinger  
Secretary