

Washington Township Municipal Building  
185 Manors Road  
Elizabethville, PA 17023  
December 19, 2023

The Washington Township Board of Supervisors regular meeting was held at the municipal building on December 19, 2023.

Chairman, Benjamin Brown called the meeting to order at 7:02 PM, followed by the Pledge of Allegiance and a moment of silence.

**Board Members Present:**

Kevin Stadheim            Gerald Lettich (Virtual)  
Glenn Stoneroad        Benjamin Brown

**Board Member Absent:**

Cynthia Stout

**Administrators and Others Present:**

Donna Sitlinger – Secretary  
Robert Crabb – Roadmaster  
Citizens – 0

**PUBLIC COMMENTS:**

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

**MINUTES:**

The minutes of the Board of Supervisors December 5, 2023, regular meeting, approved as presented by Supr. Stadheim, second by Supr. Stoneroad. Motion carried.

**PAYMENT OF INVOICES:**

General Fund:            \$34,851.24

Supr. Stoneroad 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) Motion carried.

**OLD BUSINESS:**

**Municipal Building Addition Update**

Roadmaster Crabb handed out a floor plan design to upgrade the township lavatories to handicapped accessible. Discussion was also held on ceiling improvements. It is the consensus of the Supervisors to include both improvements in the design, noting a final decision will be made at the time the final floor plan design is presented for review.

**Employee Evaluation/Wages**

At 7:12 PM, Supr. Brown made a motion to retire to executive session to discuss employee wages, second by Supr. Stoneroad. Motion carried. The Supervisors returned to open session at 7:14 PM by motion of Supr. Lettich, second by Supr. Stoneroad. Motion carried.

As a result of the executive session, Supr. Lettich made a motion to approve a 4% across the board wage increase for all full and part-time employees, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Motion carried.

**NEW BUSINESS:****Adopt 2024 Budget**

After being duly advertised in the November 23, 2023 publication of the Citizen Standard, Supr. Lettich made a motion to formally adopt the 2024 budget, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Motion carried. **Resolution 2023-11**

**Adopt 2024 Tax Levy**

Supr. Lettich made a motion to approve adopting the 2024 tax levy establishing the municipal real estate tax rate, special assessment tax, discounts, penalties, and levy other taxes for specified purposes applicable, second by Supt. Stadheim. It was noted that all tax levies remain the same as in 2023. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Motion carried.

**Resolution 2023-12****Waiver Request**

Supr. Stadheim made a motion to approve a waiver request concerning the five-year on lot sewage system pumping cycle mandate for property parcel 66-003-013-001-0001, second by Supr. Stoneroad. Motion carried.

**Update NARM**

Supr. Stadheim made a motion to approve the updates to the Notification and Resource Manual, second by Supr. Stoneroad. Motion carried.

The Secretary advised the PSATS Unemployment Compensation Group Trust Fund recently paid a dividend of \$48.16.

The Secretary advised Reager & Adler (Zoning Hearing Board Attorney) will be merging with Smigel, Anderson & Sacks effective January 1, 2024.

**SUPERVISORS REPORT:****JERRY LETTICH:**

**Washington Township Authority:** No report.

**BENJAMIN BROWN:**

**Recycling & Landfill:** No report.

**KEVIN STADHEIM:****Road Report:**

Roadmaster Crabb reported on the following:

- The township is in receipt of a signed agreement from the property owner of tax parcel 66-008-002 to replace a pipe on Bechtel Road that outlets on his property.

**GLENN STONEROAD:****UDA School District:**

Supr. Stoneroad announced a public meeting is scheduled for January 16, 2024 to inform the public on their plans for the property recently purchased.

**CYNTHIA STOUT:**

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

**PUBLIC COMMENTS:**

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

**ANNOUNCEMENTS:**

Recreation Board: Wednesday, December 20, 2023

Organization and Regular Meetings:

Supervisors: Tuesday, January 2, 2024

Planning Commission: Monday, January 8, 2024

Authority: Tuesday, January 9, 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 7:27 PM.

Respectfully submitted,



Donna M. Sitlinger

Secretary