

Washington Township Municipal Building
185 Manors Road
Elizabethville, PA 17023
October 1, 2024

The Washington Township Board of Supervisors regular meeting was held at the municipal building on October 1, 2024.

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:

Cynthia Stout (arrived 7:15) Kevin Stadheim
Glenn Stoneroad Benjamin Brown
Gerald Lettich

Administrators and Others Present:

Donna Sitlinger – Secretary
Joseph Kerwin, Esq. – Board Solicitor
Robert Crabb – Roadmaster
Citizens – 4

PUBLIC COMMENTS:

Chairman, Benjamin Brown called for public comments.

Laverne Brown asked the status of the proposed zoning district amendments for the State Route 209/225 corridor with a response that the proposal is currently on hold.

MINUTES:

The minutes of the Board of Supervisors September 17, 2024 meeting, approved as presented by motion of Supr. Lettich, second by Supr. Stadheim. Motion carried.

PAYMENT OF INVOICES:

General Fund: \$13,173.89

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

OLD BUSINESS:

Municipal Building Update

Roadmaster Crabb advised we are waiting on the door hardware. Solicitor Kerwin advised the bank loan is in place and Dauphin County is planning to assess the building and we will begin discussions on the lease for the additional office space.

The following applications were submitted for payment and certified by the architect with regards to the work completed for the municipal building expansion/renovation project:

Application 4 – Martins Construction, General Contractor	\$147,897.16
Application 4 – Spotts Brothers, Plumbing Contractor	\$7,268.19
Application 4 – Spotts Brothers, HVAC Contractor	\$5,980.41

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

Roadmaster Crabb explained the necessity of the change orders. Supr. Stadheim made a motion to approve Martin's Construction Change Order 2 dated September 2, 2024 at an additional cost of \$2,849.00 and Change Order 3 dated October 1, 2024 at an additional cost of \$2,927.00, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Motion carried.

Local Share Municipal Grant Application

Supr. Stout made a motion to execute the Local Share Municipal Grant Agreement No. 2024-63, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

NEW BUSINESS:

PSATS 2024 Ballot for Election of Trustees

Supr. Stadheim made a motion to vote for the two candidates as listed on the PSATS Unemployment Compensation Group Trust, 2024 Ballot for Election of Trustees, second by Supr. Lettich. Motion carried.

Volunteer Fire Relief Association Allocation

Supr. Stadheim made a motion to disburse the 2024 Commonwealth State Aid allocation of \$14,548.29 to the Elizabethtown Volunteer Fireman's Relief Association, second by Supr. Lettich. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Municipal Pension System State Aid Allocation

The 2024 Commonwealth General Municipal Pension State Aid of \$25,166.22 was deposited into the general fund on September 25, 2024. The pension plan invoice due for 2024 totals \$22,715.00. Supr. Lettich made a motion to deposit the entire amount of the state aid received into the pension plan, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Release Site Improvement Bond

Supr. Stout made a motion to release the site improvement bond for the FirstLight Fiber, Inc. project, second by Supr. Stoneroad. Motion carried.

Update Code of Ordinances

Supr. Lettich made a motion to approve obtaining a quote to update the code of ordinances and to convert the township code into an eCODE 360 Platform, second by Supr. Stadheim. Motion carried.

Municipal Notification – Chapter 102 Permits

Supr. Stadheim made a motion to execute the Municipal Notification for Chapter 102 Permits for the Upper Dauphin Area School District solar project, second by Supr. Stoneroad. Motion carried.

Course on Continuity of Government Planning for Rural Jurisdictions

An eight- hour course will be held on January 25, 2025. Advise the Secretary if anyone wishes to register for the course.

The Secretary to look into the matter of the on-lot sewage system permit fees Noblit paid out to the sewage enforcement officer for his services.

Budget 2025:

There was no draft budget available for review this evening.

Supr. Lettich made a motion to approve a request for proposal be forwarded to our current appointed auditor Wagner, Dreese, Elasser & Associates to audit the township financial records for the fiscal years of 2024, 2025 and 2026, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

SOLICITOR REPORT: No report.

SUPERVISORS REPORT:

KEVIN STADHEIM:

Road Report:

Roadmaster Crabb reported the following:

- The road crew will remove the piles of garbage that are stored outside and secure the mobile home of property parcel 66-017-012 beginning the week of October 14th. Solicitor Kerwin will notify the property owner’s legal counsel prior to that date. Solicitor Kerwin will file a municipal lien on the property.
- The roads were fog sealed on Monday. The job that was done is questionable.
- After driving on the freshly seal coated roads, a property owner ended up with two black streaks on his garage floor. The road crew will use a cleaner to remove the streaks.

Supr. Stadheim made a motion to approve accepting the high bid received for the used wall mount outside LED lights that were advertised on the municibid website, second by Supr. Lettich. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried. Roadmaster Crabb advised he will advertise doors for sale on the municibid website.

GLENN STONEROAD:

Upper Dauphin Area School District & COG:

Supr. Stoneroad announced an EMS meeting will be held on October 10th.

Supr. Brown advised the school committee met to discuss plans for the land development of the property they recently purchased.

CYNTHIA STOUT: No report.

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

JERRY LETTICH: No report.

Washington Township Authority:

BENJAMIN BROWN:

Recycling & Landfill:

Supr. Brown commented on the key points discussed at the grid scale solar workshop he recently attended.

PUBLIC COMMENTS:

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

ANNOUNCEMENTS:

Planning Commission: Monday, October 7, 2024

Authority: Tuesday, October 8, 2024

Fall Cleanup: Saturday, October 12, 2024 (8 AM – 3 PM)

Supervisors: Tuesday, October 15, 2024
Recreation Board: Wednesday, October 16, 2024 (8PM)
Supervisors: Tuesday, October 1, 2024

ADJOURNMENT:

There being no further business, Supr. Stadheim made a motion to adjourn the meeting, second by Supr. Stout. Motion carried. The meeting was adjourned at 7:57 PM.

Respectfully submitted,



Donna M. Sitlinger
Secretary