

Washington Township Municipal Building  
185 Manors Road  
Elizabethville, PA 17023  
February 4, 2025

The Washington Township Board of Supervisors held their regular meeting at the municipal building on February 4, 2025.

Chairman, Benjamin Brown called the meeting to order at 7:01 PM, followed by the Pledge of Allegiance and a moment of silence.

**Board Members Present:**

Cynthia Stout  
Glenn Stoneroad

Benjamin Brown  
Kevin Stadheim

**Board Member Absent:**

Gerald Lettich

**Administrators and Others Present:**

Donna Sitlinger – Secretary  
Robert Crabb – Roadmaster  
Joseph Kerwin, Esq. – Board Solicitor  
Charlie Maguire – Member, Washington Township Planning Commission  
Citizens – None

**PUBLIC COMMENTS:**

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

**MINUTES:**

Supr. Stadheim made a motion to approve the minutes of January 21, 2025, as presented, second by Supr. Stout. Motion carried.

**PAYMENT OF INVOICES:**

General Fund: \$13,287.04

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) Stout (yes) Motion carried.

**OLD BUSINESS:**

**Solar Energy System Ordinance**

As per the Board of Supervisors request from the last meeting, Solicitor Kerwin provided proposed language to amend the current solar energy system ordinance. The Secretary is to forward the amended language to the Planning Commission for review.

**Curative Amendment Request:**

The Planning Commission will be continuing their review of the curative amendment application during the March 3<sup>rd</sup> meeting. Charlie advised solar company representatives are planning to attend their meeting.

**Municipal Building Update**

Solicitor Kerwin has met with Dauphin County Officials to begin a review to work out a lease agreement. Roadmaster Crabb reported the following:

- The electrical contractor asked the architect to approve the final payment. The architect will not certify approval of the final payment until the electrical contractor completes the minor electrical work as per the specifications of the building contract. Solicitor Kerwin to send a letter.

- There was another roof leak. The contractor repaired the leak with caulk. The Roadmaster reported the contractors did not install the underlayment on the roof as per the building specifications of the contract. It is the consensus of the Supervisors to ask Solicitor Kerwin to contact the architect to discuss the matter.

The Secretary provided an update on the financial status of the General Obligation Note and the 2023 and 2024 Local Share Gaming Grant awards.

Supr. Stout made a motion to cancel the Builders Risk Insurance Policy, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

**NEW BUSINESS:**

**Distribution of LST Tax**

It is the consensus of the Supervisors to table discussion on deciding the distribution until later in the year.

**Late Charge Assessment -Sewage Enforcement Officer**

The Sewage Enforcement Officer is advising he is adding language to his work orders for the purpose of collecting sewage enforcement fees in a timely manner. There was no opposition from the Supervisors.

**Certificate of Deposit Maturity-Bank of Bird-in-Hand**

Supr. Stout made a motion to renew a certificate of deposit held at the Bank of Bird-in-Hand for a term of 9 months at 4.2% interest, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

**SOLICITOR REPORT:**

**SUPERVISORS REPORT:**

**CYNTHIA STOUT:**

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

**JERRY LETTICH:**

**Washington Township Authority:** Absent.

**BENJAMIN BROWN:**

**Recycling & Landfill:** No report.

**KEVIN STADHEIM:**

**Road Report:**

Roadmaster Crabb reported on the following:

- The road crew has filled potholes, snowplowing roads, and currently servicing all the equipment.

**GLENN STONEROAD:** No report.

**PUBLIC COMMENTS:**

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

**ANNOUNCEMENTS:**

Authority: Tuesday, February 11, 2025

Supervisors: Tuesday, February 18, 2025

Recreation Board: Wednesday, February 19, 2025 (8PM)

Planning Commission: Monday, March 3, 2025

**ADJOURNMENT:**

There being no further business, Supr. Stadheim made a motion to adjourn the meeting, second by Supr. Stout. Motion carried. The Chairman adjourned the meeting at 8:22 PM.

Respectfully submitted,



Donna M. Sitlinger

Secretary