

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

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

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 Gerald Lettich
Kevin Stadheim Glenn Stoneroad
Cynthia Stout

Administrators and Others Present:

Donna Sitlinger – Secretary
Joseph Kerwin, Esq. – Board Solicitor
Robert Crabb – Roadmaster
William Burch – Burch Associates
Recreation Board Members – Janine Schaffner, Brittany Hubler
Citizens – None

PUBLIC COMMENTS:

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

MINUTES:

Supr. Lettich made a motion to approve the minutes of February 18, 2025, as presented, second by Supr. Stadheim. Motion carried.

PAYMENT OF INVOICES:

General Fund: \$12,834.19

Supr. Stadheim made a motion to approve the payment of the invoices as listed, and the PPL Electric invoice for \$36.21, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

OLD BUSINESS:

Municipal Building Update

Solicitor Kerwin advised he drafted correspondence to W. L. Byers Electric listing the five items of electrical work not completed as per the terms of the electrical contract.

Proposed Amendments Solar Energy System Ordinance

The Supervisors reviewed a copy of the proposed solar energy system ordinance amendments. The amendments proposed are as follows:

Part 4 Agricultural District, delete §27-104 Special Exception Uses.

Amend the following definitions:

Accessory Solar Energy System (ASES) remove the following language – *often referred to as Residential Solar.*

Solar Energy System add the following language: *Solar Energy Systems are not considered a necessary public utility under this ordinance, even though they may have been interpreted to be defined as such under prior ordinances.*

Solicitor Kerwin advised he approves adding the word necessary to the definition of Solar Energy System as per the recommendation of the Zoning/Codes Enforcement Officer. Supr. Brown made a motion to approve adding the word necessary and to forward the proposed amendments to Dauphin County Planning Commission for their review and receipt of comments, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Curative Amendment Request

There was nothing new to report.

NEW BUSINESS:

Transportation Impact Study Comments – UDA School District Driveways

Bill Burch from Burch Associates provided copies of site plans and reviewed the Transportation Impact Study Scoping Application submitted to PennDOT for the Upper Dauphin Area School District's proposed development project along North Church Street. After discussion, Supr. Lettich made a motion to direct our engineer to draft a letter advising the Supervisors do not have any comments to forward for the construction entrance to the single-family dwelling and will be revisiting this matter at the time the final highway occupancy permit application for the entire development, is ready for submittal, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Post Construction Stormwater Management Plan-UDA School District SF Dwelling

Supr. Lettich made a motion to approve the Post Construction Stormwater Management Plan and execute the Operation & Maintenance Agreement for the Upper Dauphin Area School District's proposed construction of a single-family dwelling, conditional upon the applicant addressing the minor outstanding comments included on Meck Tech's February 27, 2025 review letter, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Sewage Facilities Planning Module – Main Street Family Urgent Care

Supr. Lettich made a motion to execute the Sewage Facilities Planning Module conditional upon receiving documentation from the Elizabethtown Area Authority that the facility has the capacity, and no overload exists or is projected within five years, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Recreation Board

Chairman Benjamin Brown recognized Recreation Board Members, Janine Schaffner and Brittney Hubler. Janine handed out a quote supplied by Play & Park Structures for the purchase of new playground equipment at a cost of \$10,796.00. The Recreation Board also plans to purchase a new sign. Janine and Brittany are seeking approval from the Supervisors to purchase the new playground equipment since the cost is over \$4000.00. Supr. Stout made a motion to approve the new playground equipment purchase, second by Supr. Lettich. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Request for Sign Approval

Kegerreis Outdoor Advertising LLC submitted a Request for Sign Approval application seeking approval to install a 300 square foot electronic billboard on property parcel 66-008-032. Supr. Lettich made a motion to deny the application, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

LD Extension Review Request

Supr. Lettich made a motion to approve a request to extend the review of the Preliminary/Final Land Development Plan application for the Anthony Hoover Ag Operation for an additional 90-days, until June 6, 2025, second by Supr. Stoneroad. Motion carried.

Bulk Salt Order 2025-2026 Season

Supr. Lettich made a motion to approve ordering 128 tons of bulk salt for the 2025-2026 winter season through the Department of General Services COSTARS Program, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Portable Toilet Rental

Supr. Lettich made a motion to approve the quote submitted by Pennsylvania Portables LLC for the rental of a standard and ADA Unit portable toilet delivered to the Loyaltan Park, weekly cleaning and restocking at an expense of \$225.00 a month, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Agreement – Electronic Access to PennDOT Systems

Supr. Lettich made a motion to approve executing an agreement and resolution that will authorize Washington Township electronic access to PennDOT's Engineering and Construction Management System for political subdivisions, second by Supr. Stout. Motion carried. **Resolution 2025-06**

Spring Cleanup

Supr. Lettich made a motion to approving spring cleanup day be held on Saturday, May 3rd 8AM – 3 PM; Reserve roll off containers with Heim's Disposal; Approve employee Cole Long to receive any items that he can recycle; Approval to hire additional help and compensate volunteers \$110, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Code Services Inquiry

A representative from Barry Isett & Associates is interested in offering code services to Washington Township. It is the consensus of the Supervisors to consider their offer and table further discussion until later.

Conditional Use Application

Ronald Bednar submitted a Conditional Use Application. The application is proposing to construct a cabin and garage on his property that is in the conservation zoning district. Supr. Lettich made a motion to approve holding the conditional use hearing prior to the regular scheduled April 1, 2025 meeting, second by Supr. Stadheim. Motion carried.

Certificate of Deposit

Supr. Lettich made a motion to approve opening a new certificate of deposit with Mid Penn Bank. Amount invested \$250,000.00, the funds transferred from the money market, term of 3 months at 4.30% APY, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

SOLICITORS REPORT:

Solicitor Kerwin advised the Upper Dauphin School District is seeking exoneration of roll back taxes for tax parcel 66-011-006, enrolled in the Clean and Green Program during the time of the school district's purchase. According to the school district's understanding, the total tax due to Washington Township is \$2,074.74, plus interest. Supr. Lettich made a motion to approve forgiving the tax and classify the property as exempt, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

Solicitor Kerwin advised he has two forms that need the Chairman's signature:

- Improvements Agreement between Washington Township and Elizabethville CSG 1 LLC who has leased tax parcel 66-003-014 with the intention of developing a solar facility.
- A form from Mid Penn Bank that states Washington Township is a tax-free entity.

SUPERVISORS REPORT:

BENJAMIN BROWN:

Recycling & Landfill: No report.

KEVIN STADHEIM:

Road Report:

Roadmaster Crabb reported on the following:

- PennDOT provided the township with a list of roads included in the Local Road Count Program during 2025.
- WW Pallet will be charging a \$1,000 annual tipping fee to the township for the disposal of yard waste materials on the vendors property. Supr. Brown made a motion to approve disbursing the \$1,000 fee to WW Pallet, second by Supr. Lettich. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried. It is the consensus of the Supervisors to continue discussion at the next meeting to discuss the feasibility of implementing a seasonal fee.
- The Roadmaster advised he is considering replacing the existing 275-gallon fuel tank with a larger fuel tank that will provide access to fuel 24-7. A 1000-gallon fuel tank including the pump and fittings is currently available for sale by another township on the municibid website, starting price is \$2,000.00. Supr. Lettich made a motion to approve the Roadmaster to check into this matter, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Lettich (yes) Brown (yes) Stout (yes) Motion carried.

GLENN STONEROAD:

Upper Dauphin School District & COG:

Supr. Stoneroad announced an EMS committee meeting will hold a meeting in March and COG will hold a regular meeting on April 17.

CYNTHIA STOUT:

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

JERRY LETTICH:

Washington Township Authority: No report.

PUBLIC COMMENTS:

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

ANNOUNCEMENTS:

Authority: Tuesday, March 11, 2025

Supervisors: Tuesday, March 18, 2025

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

Planning Commission: Monday, April 7, 2025

ADJOURNMENT:

There being no further business, Supr. Lettich made a motion to adjourn the meeting, second by Supr. Stout. Motion carried. Meeting adjourned at 8:33 PM.

Respectfully submitted,



Donna M. Sitlinger
Secretary

March 4, 2025