

Washington Township Municipal Building  
185 Manors Road  
Elizabethville, PA 17023  
June 17, 2025

The Washington Township Board of Supervisors held their regular meeting at the municipal building on June 17, 2025.

Benjamin Brown, Chairman of the Board of Supervisors, 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            Cynthia Stout  
Kevin Stadheim            Glenn Stoneroad

**Board Member Absent:**

Gerald Lettich

**Administrators and Others Present:**

Donna Sitlinger – Secretary  
Joseph Kerwin, Esq. – Board Solicitor  
Robert Crabb – Roadmaster  
Citizens – 3

**PUBLIC COMMENTS:**

Benjamin Brown, Chairman of the Board of Supervisors called for public comments with no response.

**MINUTES:**

Supr. Stadheim made a motion to approve the meeting minutes of May 22, 2025, as presented, second by Supr. Stoneroad. Motion carried.

**PAYMENT OF INVOICES:**

	<b><u>June 3</u></b>	<b><u>June 17</u></b>
General Fund:	\$ 5,997.32	\$13,783.21
Street Light Fund:		1,074.33

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

**OLD BUSINESS:**

**Municipal Building Update**

Roadmaster Crabb reported:

- The electrician has been working on the outstanding items remaining on the punch list. The work should be completed soon.
- The road crew is working on the landscaping around the municipal building.
- Addressed an issue with the on-lot disposal sewage system and scheduled the pump out of the sewer tank.

**NEW BUSINESS:**

**Certificate of Deposit Maturity**

Mid Penn Bank provided notice that a certificate of deposit will mature on 6/19/2025. The Secretary will shop for renewal rates and will contact the Supervisors. Supr. Stout made a motion to approve adding an additional \$100,000.00 to the current balance, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

**Renewal – Traffic Signal Maintenance Contract Agreement**

Supr. Stoneroad made a motion to approve the renewal of C.M. High, LLC Preventative Maintenance Contract Agreement to provide traffic signal services, beginning July 1, 2025, and ending June 30, 2026, second by Supr. Stout. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

Roadmaster Crabb commented PennDOT is planning to mill the Loyalton intersection soon. According to PennDOT's assistant foreman, the wire loops will be cut out of the road. PennDOT will pay the expenses to upgrade to overhead cameras. Roadmaster Crabb advised the upgrade could affect the cost of the annual traffic signal maintenance services rate.

**Nuisance Property**

After discussion of a recurring nuisance property, Supr. Stadheim made a motion asking the zoning/codes enforcement officer to mail certified, a Notice of Violation letter to the property owner of tax parcels 66-012-063 and 66-012-130, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

There was also a report of an individual alleged to be residing in a pod or camper on a property. It is the consensus of the Supervisors to ask Supr. Stoneroad to drive by the property.

**Urban County Participation**

Supr. Stout made a motion to opt out, be excluded from the Urban County, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

The Secretary reported the appointed auditor is conducting the 2024 audit.

Due to the recent addition/renovations to the municipal building, a representative from MIB conducted an onsite visit to appraise the township property. The total fee to conduct the appraisal is around \$900, noting the insurance company has offered to pay half of the cost for the appraisal.

**SOLICITOR REPORT:**

Solicitor Kerwin advised the sign company who applied to install a billboard near the intersection of State Route 209 and Kocher Lane is considering attending a July meeting to discuss the intent of their proposal.

Solicitor Kerwin advised Dauphin County is currently working on the lease and he may have additional information until the next meeting.

**SUPERVISORS REPORT:**

**BENJAMIN BROWN:**

**Recycling & Landfill:** No report.

**KEVIN STADHEIM:**

**Road Report:**

Roadmaster Crabb reported on the following:

- Rain is creating more potholes; roadsides were mowed; spot spraying to be done.
- Property parcel number 66-017-012 has been billed \$1970.85 for the labor, use of equipment and disposal costs of rubbish removal. The Supervisors are amenable to a payment plan.
- Supr. Stout made a motion to approve Nathaniel Wright and Wyatt Kassirer for summer employment at an hourly rate of \$12.50 per hour, second by Supr. Stadheim. Roll Call: Stoneroad (yes) Stadheim (yes) Brown (yes) Stout (yes) Motion carried.

**GLENN STONEROAD:****Upper Dauphin School District & COG:**

Supr. Stoneroad advised solar panels are being installed at the Loyaltown complex and a variety of building maintenance projects are scheduled during summer break.

**COG:**

EMS committee meetings are scheduled for later this summer.

**CYNTHIA STOUT:**

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

**JERRY LETTICH:** Absent.

**Washington Township Authority:****PUBLIC COMMENTS:**

Benjamin Brown, Chairman of the Board of Supervisors called for public comments.

Karen Wiest asked where the closing of one end of State Drive stands. In response, the project has been delayed as PennDOT is planning to replace a culvert on State Route 209, thus reducing State Route 209 to one travel lane. Traffic that is traveling south on State Route 209 will be detoured onto State Drive to continue to Elizabethville. The project is anticipated to begin fall of 2026.

**ANNOUNCEMENTS:**

Recreation Board: Wednesday, June 18, 2025 (8PM)

Supervisors: Tuesday, July 1, 2025, + Public Hearing (Proposed amendments regulating Solar Energy Systems)

Planning Commission: Monday, July 7, 2025

Authority: Tuesday, July 8, 2025

Unless otherwise indicated, all meetings are held at the Washington Township Municipal Building, and begin at 7 PM

**ADJOURNMENT:**

There being no further business, Supr. Stadheim made a motion to adjourn the meeting, second by Supr. Stoneroad. Motion carried. Meeting adjourned at 8:00 PM.

Respectfully submitted,



Donna M. Sitlinger  
Secretary