

Washington Township Municipal Building
185 Manors Road
Elizabethville, PA 17023
December 2, 2025

The Washington Township Board of Supervisors held their regular meeting at the municipal building on December 2, 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:

Glenn Stoneroad Benjamin Brown
Kevin Stadheim

Board Members Absent:

Gerald Lettich Cynthia Stout

Administrators and Others Present:

Donna Sitlinger – Secretary
Joseph Kerwin, Esq. – Board Solicitor
Robert Crabb – Roadmaster
Citizens - 2

PUBLIC COMMENTS:

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

NOTICE OF SUPERVISOR RESIGNATION/VACANT SUPERVISOR POSITION:

Supervisor, Gerald Lettich submitted a letter of resignation to step down from his current position of Supervisor due to ongoing commitments. Supr. Stadheim made a motion to acknowledge receipt and accept Supervisor Lettich's resignation, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Motion carried.

Paul Wertz submitted a letter expressing his interest in being considered for the supervisor vacancy created by the resignation of Gerald Lettich. Paul, a township resident, was present at the meeting and expressed his interest in serving on the board. Laverne Brown, Chairman of the WT Planning Commission, commented he highly recommends Paul to the vacant position. It was acknowledged Paul has been regularly attending the monthly meetings. Supr. Stoneroad made a motion to appoint Paul Wertz to the vacant Supervisor position, second by Supr. Stadheim. Paul's term is in effect until the next municipal election. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Brown (yes) Motion carried.

Secretary Sitlinger administered the Oath of Office to Paul Wertz.

MINUTES:

Supr. Stadheim made a motion to approve the meeting minutes of the November 6, 2025 regular meeting, as presented, second by Supr. Stoneroad. Motion carried.

PAYMENT OF INVOICES:

General Fund:

November 18

\$ 2,234.55

December 2

\$ 6,587.31

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

OLD BUSINESS:

PA One Call Incident

The Supervisors re-evaluated their need to continue as a member of PA One Call. Supr. Stadheim made a motion to rescind the Township's Pennsylvania One Call System Standard Service Agreement, second by

Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Wertz (yes) Brown (yes) Motion carried. The Secretary is to forward a written notification notice to the Pennsylvania One Call System advising of the Township's cancellation of the contract.

2026 Budget Review

The Secretary went over the total 2026 taxable real property assessment as certified by the Dauphin County Board of Assessment Appeals and highlighted capital purchases proposed in the 2026 budget for next year.

NEW BUSINESS:

Employee Evaluation/Wages

The Supervisors tabled this agenda item until the next meeting.

Distribution of Local Services Tax

Supr. Stoneroad made a motion to disburse 25% of the Local Services Tax collected during 2024 as follows: \$2,129.00 contribution to UD COG to assist with the consulting and legal fees to structure EMS and ambulance services in Northern Dauphin County; the balance of \$12,371.43 to be disbursed to Reliance Hose Company, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Wertz (yes) Brown (yes) Motion carried.

Cleaning Services

Supr. Stoneroad made a motion to accept the notification from Room Service Express to implement a 2% increase in cleaning services as per the terms of the agreement, second by Supr. Stadheim. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Wertz (yes) Brown (yes) Motion carried.

2026 Meeting Dates

Supr. Stadheim made a motion to approve the 2026 meeting dates continue to be held the 1st and 3rd Tuesday each month, with the exception of the election day held in May and November, those meetings will be moved to the following Thursday, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Wertz (yes) Brown (yes) Motion carried.

Disposition of Records

Supr. Stadheim made a motion to approve the disposal of records as recorded on **Resolution 2025-15**, second by Supr. Stoneroad. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Wertz (yes) Brown (yes) Motion carried.

SOLICITOR REPORT:

Solicitor Kerwin advised the lease has been finalized and is similar to the prior lease. The maintenance agreement has been eliminated and there is a clause in the lease concerning the maintenance of the leased premises. The Township is to continue to bill Dauphin County annually for the leased premises janitorial expenses. Supr. Stoneroad made a motion to approve executing the lease agreement, second by Supr. Wertz. Roll Call Vote: Stoneroad (yes) Stadheim (yes) Wertz (yes) Brown (yes) Motion carried.

After receipt of a response from Early Bird Night Owl Storage, it is the consensus of the Supervisors to close the matter.

SUPERVISORS REPORT:

BENJAMIN BROWN: No report.

Recycling & Landfill:

KEVIN STADHEIM:

Road Crew Report:

Roadmaster Crabb reported on the following:

- Both trucks were returned yesterday and ready for today’s snowstorm.

GLENN STONEROAD:

Upper Dauphin School District & UD COG:

Supr. Stoneroad will contact UD COG to schedule a date for a representative to attend a future meeting to review the program and timeline for the EMS Authority set-up.

CYNTHIA STOUT: Absent.

Parks & Recreation & Reliance Hose Company No. 1:

PAUL WERTZ:

Washington Township Authority:

Newly appointed, Paul Wertz will take over Jerry’s responsibility as the Supervisor liaison to the Authority.

PUBLIC COMMENTS:

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

ANNOUNCEMENTS:

Planning Commission: Monday, January 12, 2026

Authority: Tuesday, December 9, 2025

Supervisors: Tuesday, December 16, 2025

Recreation Board: Wednesday, December 17, 2025 (8PM)

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 7:43 PM.

Respectfully submitted,



Donna M. Sitlinger

Secretary