

Regular Meeting February 8, 2023

The Regular Meeting of the Washington Township Board of Supervisors was held on February 8, 2023, at 7:00 pm. The meeting was in-person. The meeting format and agenda were posted on the Township website and the Administrative Building door.

CALL TO ORDER: Chair Smith called the meeting to order at 7:01 pm. Vice Chair Tolino was also in attendance. Supervisor Huratiak was absent. Also present: Police Chief Krome, Secretary/Treasurer Katie Purdue, Solicitor David Ceraul, and Interim Zoning Officer Tina Serfass & Road Foreman Hester. Township Engineer Jeffrey Ott was absent. There was (1) person in the audience.

PLEDGE OF ALLEGIANCE: Recited

EXECUTIVE SESSION

Chairman Smith announced that the Board of Supervisors held an Executive Session today from 6:45 - 7:00 pm to address personnel issues. Chief James Krome was also in attendance.

APPROVAL OF BILLS:

General Fund	#	19503-19551	\$	62,748.29
Garbage Fund	#	1231-1231	\$	81,068.92
Recreation Fund	#	1788-1788	\$	24.34
Sinking Fund	#		\$	0

All bills are on file in the Administration Building and can be viewed during regular business hours.

Chair Smith moved to approve the General Fund bills in the amount of \$62,748.29, the Garbage Fund bills in the amount of \$81,068.92, the Recreation Fund bills in the amount of \$24.34 and Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 2 – 0**

TAX DUPLICATE CHANGES:

 Interim Changes, Garbage Changes

There were zero (0) 2022 interim real estate changes and one (1) garbage deletions for January at 1039 Lower S Main St.

Chair Smith moved to approve the zero (0) interim real estate changes and one (1) garbage deletion and Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 2 – 0**

TREASURER'S REPORT: Katie Purdue

1) Account Balance Review

The account balances as of January 31, 2023 were reviewed.

APPROVAL OF MINUTES: Robert Smith

1) Regular Meeting of January 11, 2023 and the Special Meeting of January 25, 2023.

Chair Smith moved to approve the minutes of the regular meeting held on January 11, 2023 and the meeting held on January 25, 2023. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 2 – 0**

CORRESPONDENCE:

1) Nurture Nature – Noted

2) Temple Univ. Well Water Study

We received a letter from Temple University asking that we put information on our website for residents to take place in a well water study. The Board agreed.

PUBLIC COMMENT:

RECREATION: Justin Huratiak – absent

1) Recreation Complex Sign Update

Supervisor Huratiak shared that the sign will be completed in the spring.

2) Recreation Complex rules sign ordinance

Solicitor Ceraul completed the ordinance and the Board of Supervisors signed.

Chair Smith made a motion to approve Ordinance #304, Rules for the Recreation Complex. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 2 – 0**

POLICE DEPARTMENT REPORT: Chief James Krome

1) Incident Report

There were 242 documented “calls for service” in January 2023.

2) Police Vehicle Mileage

Total mileage for the police vehicles for the month of January 2023 was 4011

Chair Smith made a motion to approve an amendment to the agenda to discuss police personnel Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 2 – 0**

3) Police Personnel – FT Officer Status – Chief Krome said he would like to move part-time officer Christopher Boheim to full-time.

Chair Smith made a motion to move part-time officer Christopher Boheim to full-time. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 2 – 0**

ZONING REPORT: Interim Zoning Officer Tina Serfass

1) Activity Report

The January 2023 report was presented to the Board of Supervisors.

2) Continued Discussion Regarding UCC Opt-In/Opt-Out

The Board of Supervisors asked ZO Serfass to reach out the PA Labor & Industry another time before they discuss the next steps.

3) B. Labar of 1615 Ackermanville Rd – Complaint

ZO Serfass stated that she received a complaint from 1615 Ackermanville Rd. The owner states that her neighbor, 1593 Ackermanville Rd, is pumping water onto her property which is flooding her basement. The board discussed the issue and determined that this is not a Township responsibility and should be handled between neighbors.

ENGINEER’S REPORT: Ott Consulting was absent but submitted an Engineer’s report

1) MS4 Stormwater Management Ordinance Update

2) 45 Glenn Ct – water complaint

Sec. Purdue advised the Board that Engineer Ott will be available to inspect the property next week. The Board agreed to have Eng. Ott do research.

3) Fee – Springfield Dr. Lot Line Adj.

Mr. Fee raised questions and concerns about the bills that he received for the lot line adjustment that he had done in 2022. He said that he believes the engineering review is excessive. The Board asked if Mr. Fee would be willing to attend the March meeting, as Eng. Ott was not present to address these concerns. Mr. Fee agreed.

BOARD OF SUPERVISORS: Robert Smith

1) American Rescue Plan Funding, Discussion Regarding Use of Funds and Use of Resources to Support Process – Noted

- 2) **2022 Actual Use Report of state Funds MS-965 Submitted to PennDOT** - Noted
- 3) **Renewal Coming Due on Letter of Credit for James Dotta/Coldot for Highlands East & Church of the Nazarene** – Sec. Purdue advised that Fidelity Bank is working on the renewal letters and will have them to the Township as soon as they are complete.
- 4) **Audit results of outstanding escrow accounts** – The office team is researching and will update the BOS once complete.
- 5) **Garbage Lien List from Berkheimer** –another list of unpaid garbage has been sent to the County for lien.
- 6) **Unpaid Garbage List from Berkheimer** –the 2022 unpaid garbage list has been sent to Creditech for collection.
- 7) **2023 Garbage & Real Estate Township Tax Bills** – these have been mailed.
- 8) **Commercial Package & Workers Compensation Renewals** – the polices are up for renewal 5.1.23. Sec. Purdue would like to go out for bids on both lines.

Chair Smith made a motion to get quotes on the commercial package and workers compensation polices. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 2 – 0**

- 9) **Sinking Fund transfers for loan payments**
Transfer a Total of \$177,700.00 from General Tax Fund to the Sinking Funds, as follows: Transfer of \$19,500 from General Tax Fund to Sinking Fund 2013 Genl Note, Transfer of \$37,500 from General Tax Fund to Sinking Fund 2015 Road Emer., Transfer of \$10,000 from General Tax Fund to the 2020 Genl Note (Recreation Loan) and Transfer of \$112,500 from General Tax Fund to Sinking Fund, \$19,000 for 2019 Small Dump Truck, \$27,500 for the 2022 JD Tractor and \$30,000 for Caterpillar Skidsteer, per the Budget

Chair Smith made a motion to transfer a Total of \$177,700.00 from General Tax Fund to the Sinking Funds, as follows: Transfer of \$19,500 from General Tax Fund to Sinking Fund 2013 Genl Note, Transfer of \$37,500 from General Tax Fund to Sinking Fund 2015 Road Emer., Transfer of \$10,000 for the 2020 Genl Note (Recreation Loan) and Transfer of \$112,500 from General Tax Fund to Sinking Fund, \$19,000 for 2019 Small Dump Truck, \$27,500 for the 2022 JD Tractor and \$30,000 for Caterpillar Skidsteer, per the Budget. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 2 – 0**

- 10) **Audit of 2021 Records** - Zelenkofske Axelrod LLC was in the office February 2, 2023 & February 3, 2023. Presentation is scheduled for the Special meeting, Wednesday, March 22, 2023 at 3:30 pm.
- 11) **Act 205 – Police Pension Distress Determination** - Noted

ROADMASTER’S REPORT: Robert Smith

- 1) **Planning for 2023 Road Project**
Road Foreman Hester compiled a cost estimate for the Board to review for paving of Mount Pleasant Rd or Brodt and Johnson Rds. The Board decided to pave all of Mount Pleasant. Bids will be due March 6, 2023 with the award at the March 8, 2023 regular monthly board meeting.

Chair Smith made a motion to advertise for the 2023 Road Project to pave Mount Pleasant Rd. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 2 – 0**

- 2) **Street Sweeping** – Road Foreman Hester has contacted Martin’s Sweeping. He is waiting for a call back with a date.

SOLICITOR’S REPORT: David Ceraul

- 1) **Municipal Boundary Agreement between Bangor and Washington Township**

Solicitor Ceraul stated that plans will be submitted within the next month or two. More information to follow.

2) Jacob's Manor –

The Township received a Right-To-Know for parcels D10 14 7-1A, D10 14 7-1B & D10 14 7-1C, which are part of the Jacob's Manor Subdivision. The requester wanted all correspondence related to the parcels. She would like to buy them and was told the Township wouldn't allow it.

Solicitor Ceraul advised that per the recorded plans, these lots were to be deeded to the adjacent parcel owners. Whether that did or didn't happen is not on the responsibility of the Township. Being that recorded plans state they are to be deeded, the Township cannot approve a sale. Sol. Ceraul advised that we can send meeting minutes and correspondence to the requester, but that the status of the sale of the lots will not change.

ADJOURNMENT:

Chair Smith made a motion to adjourn the meeting at 8:00 pm. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 2 – 0**

Respectfully submitted,

Katie Purdue – Secretary/Treasurer
Washington Township Board of Supervisors