

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
Regular Meeting August 9, 2023**

The Regular Meeting of the Washington Township Board of Supervisors was held on August 9, 2023, at 7:00 pm. 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 7:03 pm. Vice Chair Tolino and Supervisor Huratiak were also in attendance. Also present: Chief Krome, Secretary/Treasurer Katie Purdue, Solicitor David Ceraul, Interim Zoning Officer Tina Serfass and Jeff Ott of Ott Engineering. There were (12) people in the audience.

PLEDGE OF ALLEGIANCE: Recited

APPROVAL OF BILLS:

General Fund	#	19843-19898	\$87,130.16
Garbage Fund	#	1237-1237	\$81,068.92
Recreation Fund	#	1805-1808	\$ 638.29
Sinking Fund	#		

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 \$87,130.16 Super. Huratiak seconded the motion. Vice Chair Tolino abstained.

Public Comment: None **Vote 2 – 0 – 1**

Chair Smith moved to approve the Garbage Fund bills in the amount of \$81,068.92 and the Recreation Fund bills in the amount of \$638.29. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

TAX CHANGES: Real Estate Tax Changes, Garbage Changes

There were zero (0) interim real estate changes & zero (0) garbage change.

Chair Smith made a motion to approve the interim Real Estate and Garbage Tax Changes. Super. Huratiak seconded the motion.

Public Comment: None **Vote 3 – 0**

TREASURER’S REPORT: Katie Purdue

1) Account Balance Review

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

APPROVAL OF MINUTES: Robert Smith

1) Regular Meeting of July 12, 2023.

Chair Smith moved to approve the minutes of the regular meeting held on July 12, 2023. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

CORRESPONDENCE:

1) PSATS News Bulletin – Noted

2) Representative Flood – Scam Jam Seminar - Representative Flood is hosting a Scam Jam/Fraud Bingo on Wednesday, August 23rd from 1 – 3 pm at the Lookout Fire Company Social Hall. This is a presentation given by the Department of Banking and Securities that teaches participants how to protect themselves from financial fraud and educates about common scams.

PUBLIC COMMENT:

1) Ryan Taylor of Richmond Rd. addressed the Board regarding rent control and assistance for those in need in the community. The Board advised that this is a HUD issue and unfortunately out of the

control of the Township. Sol Ceraul added that residents can try contacting the State Attorney General for help.

SUBDIVISION:

1) Quarry Ridge – Sketch Plan Review

Applicant: TMS Real Estate Investments
Location: Ridge Rd., Bangor PA
Engineer: Don Peters, PE

Tony Ganguzza, PE, of Boyle Construction addressed the Board with a brief overview of project. The floor was opened to public comment. John Kulak of Ridge Rd. submitted a petition signed by all property owners that adjoin to the proposed construction. Mr. Kulaks main objective is for the contractor to put a fence running the entire length of all development that abuts Washington Township properties.

Washington Township Alt. Solicitor, Ricky Santee advised the Board that at this time terms of the agreement can be discussed and Bangor Borough can draft and send to the Township for review/comment.

The Board of Supervisors agreed to entertain an inter-municipal agreement with Bangor Borough to move the Township line so that the entire Quarry Ridge project will reside in Bangor Borough.

Super. Huratiak made a motion to accept the Letter of Intent that was submitted by Bangor Borough and enter into an inter-municipal with Bangor Borough. The agreement will be submitted by Bangor Borough’s legal counsel. The terms will include, among others, that a fence will be installed along all development along Washington Township property. Said agreement will become effective upon the recording of plans with Northampton County. Chair Smith seconded the motion.

Public Comment: None **Vote 3 – 0**

RECREATION: Justin Huratiak

- 1) **Recreation Complex Sign** – Super. Huratiak delivered the signs to the Rec Complex. Once storm clean-up is done throughout the Township, the Road crew will be available.

POLICE DEPARTMENT REPORT: Chief James Krome

- 1) **Incident Report**
There were 314 documented “calls for service” in July 2023.
- 2) **Police Vehicle Mileage**
Total mileage for the police vehicles for the month of July 2023 was 5240.

ZONING REPORT: Interim Zoning Officer Tina Serfass

- 1) **Activity Report**
The July 2023 report was presented to the Board of Supervisors.
- 2) **Continued Discussion Regarding UCC Opt-In/Opt-Out** – Interim ZO Serfass spoke to PA Labor & Industry and was told that the Township can send a letter of intent to opt back in and name the individual that will serve as the Building Code Official.

Chair Smith made a motion to have Sec. Purdue send a letter to Pa Labor & Industry stating the intent of opting back in to the UCC and naming Betina Serfass as the Building Code Officer. Super. Huratiak seconded the motion.

Public Comment: None **Vote 3 – 0**

ENGINEER’S REPORT:

- 1) **MS4 Stormwater Management Ordinance Update** – No Update
- 2) **50 Beechwood Ct** – Eng. Ott gave an overview of the water issues at Beechwood Ct. There is a detention basin that has not been maintained and this caused major water issues from the July 14, 2023 storm. Who is responsible for cleaning out the detention basis is unclear. Sol. Ceraul pulled a title search and this is still unclear. The Board asked Eng. Ott to send a letter to the property owner advising of the issue. Sec. Purdue will also have the office check storage again for the SALDO file for the Schneiderman Subdivision and see if we have any information.

- 3) **Messinger St. Storm Sewer Project** - Eng. Ott discussed the water issues that Bangor Borough suffered after the July 14, 2023 storm at Messinger St. The storm grate on Rutt Rd. was overloaded and caused water to run down Messinger St. Eng. Ott offered options of addressing this to avoid another event. One option requires property owner input. Eng. Ott will send Sec. Purdue a list of owners for the Board to review and take next steps.

BOARD OF SUPERVISORS: Robert Smith

- 1) **American Rescue Plan Funding, Discussion Regarding Use of Funds and Use of Resources to Support Process** – We have additional invoices for the June 27, 2023 storm. At the July 12, 2023 meeting, the Board approved using ARP funds to pay the contractor, Charlie Nansteel Tree & Excavation. Additional invoices for labor and material received to date are:
Charlie Nansteel Tree & Excavation, \$529.46
Easton Quarry, \$4746.26
Highway Materials, \$949.31

Chair Smith made a motion to approve and pay the invoices from Charlie Nansteel Tree & Excavation for \$529.46, Easton Quarry for \$4746.26 and Highway Materials for \$949.31 out of the American Rescue Plan funds. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

- 2) **Emergency Declaration Storm Damage** – The storm from July 14, 2023 caused additional damage on Mount Pleasant Rd. A Declaration of Emergency was sent to the County and Charlie Nansteel Tree & Excavation was hired to do repairs. The invoices for labor and material received to date are:
Charlie Nansteel Tree & Excavation, \$5761.60
Easton Quarry invoices total \$2631.43.

Chair Smith made a motion to approve The Declaration of Disaster Emergency from July 14, 2023. Super. Huratiak seconded the motion.

Public Comment: None **Vote 3 – 0**

Chair Smith made a motion to approve and pay the invoices from Charlie Nansteel Tree & Excavation for \$5761.60 and Easton Quarry for \$2631.43 out of the American Rescue Plan funds. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

- 3) **Frank Petrilak – 144 Locke Heights Rd.** – The Township received a letter from Mr. Petrilak requesting “Deer Crossing” signs be installed near his house at 144 Locke Heights Rd. The Board decided that they will not be installing signs at this time.
- 4) **Sherry Hunt** – The Township received a letter from Ms. Hunt requesting the fees she paid for percs/probes at 15 E. Factoryville Rd. be returned to her for testing that wasn’t done. We received confirmation from Ott Consulting that the testing was never started and no fees were incurred for this. The total Ms. Hunt paid was \$865.00. The Board approved refunding the funds.
- 5) **Generator – Transfer Switch** – We requested quotes from (3) contractors; J. Swanson, Henry’s Generator Service and Ed Deacon. J. Swanson quoted replacement only. Henry’s quoted replacement and a diagnosis quote to see if the transfer switch can be repaired and Ed Deacon was going to send a quote for diagnosis time only, but if he did a diagnosis, no quote has been received. Vice Chair Tolino advised that he spoke to Ed Deacon and he will be out this week to diagnose the issue.
- 6) **Super Heat Contract Renewal** – We received the contract renewal from Super Heat, dated 7.16.23 for maintenance in “the Spring of 2023 and the Fall of 2023” for \$2217.00. The Board stated it is already Summer and almost Fall and requested Super Heat amend the contract to “the Fall of 2023 and the Spring of 2024 OR Super Heat can do the Fall 2023 maintenance for half the price and we will figure out Spring 2024 next year. Sec. Purdue will relay to office.
- 7) **Secretary/Treasurer Position** – Sec Purdue has resigned from her position as Township Sec/Treasurer with an end date of September 22, 2023.

Chair Smith made a motion to accept Katie Purdue’s resignation and to have the office place an ad for a replacement. Super. Huratiak seconded the motion.

Public Comment: None **Vote 3 – 0**

- 8) **Sinking Fund Transfers & Close out of Sinking 2013 General Road Emergency Account** – Sec Purdue advised that this is the final transfer for all loan payments through the end of the year and the

2024 payment for the CAT Skidsteer which is due the beginning of January.

Chair Smith made a motion to transfer \$30,000 from the tax account to the Sinking Fund General Account for the 2023 CAT Skidsteer payment, \$26,000 from the tax account to the 2015 Road Emergency Acct for the remainder of 2023 monthly loan payments associated with this account and \$10,000 from the tax account to the 2020 General Note Rec Loan account for the remainder of 2023 loan payments associated with this account. Super. Huratiak seconded the motion.

Public Comment: None **Vote 3 – 0**

The final payment on the 2013 General Road Emergency Sinking loan will be made in August. The balance in the account used for payments is \$5659.28 as of 7/31/23. The loan payoff is \$4231.09, which will leave a balance of approximately \$1428.19. The account was open only for automatic draft payments to the loan, so that account can be closed after the August 19, 2023 and the balance transferred to the general account.

Chair Smith made a motion to close the 2013 General Road Emergency account after the August 19, 2023 payment is drafted with the balance of the account being transferred to the General Account. Vice Chair seconded the motion.

Public Comment: None **Vote 3 – 0**

ROADMASTER’S REPORT: Robert Smith

- 1) **2023 Road Project** – Roadmaster Smith reported that the road project is complete.
- 2) **Grass Clippings Ordinance** – Road Foreman Hester asked for an ordinance to prevent residents from mowing grass clippings into the road. The Board advised Sec. Purdue to look into a draft and present at the next meeting.

SOLICITOR’S REPORT: David Ceraul

- 1) **50 Beechwood Ct. Title Search – Street Ordinance** – Addressed under Engineers Report
- 2) **Alternate Solicitor Santee – Quarry Ridge – Municipal Line Agreement with Bangor Borough** – Addressed under Subdivision section.

ADJOURNMENT:

Chair Smith made a motion to adjourn the meeting at 9:31 pm. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

Respectfully submitted,

Katie Purdue – Secretary/Treasurer
Washington Township Board of Supervisors