

**Regular Meeting August 10, 2022**

**The Regular Meeting of the Washington Township Board of Supervisors was held on August 10, 2022, 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:** Chairman Smith called the meeting to order at 7:00 pm. Vice Chairman Tolino and Supervisor Huratiak were also in attendance. Also present: Police Chief James Krome, Secretary/Treasurer Gail Putvinski, Solicitor David Ceraul, Township Engineer Jeffrey Ott (arrived late), and Zoning Officer (Interim) Tina Serfass. There were two (2) people in the audience.

**PLEDGE OF ALLEGIANCE:** Recited

**APPROVAL OF BILLS:**

<b>General Fund</b>	<b>#</b>	<b>19161 – 19205</b>	<b>\$</b>	<b>56,898.02</b>
<b>Garbage Fund</b>	<b>#</b>	<b>1225</b>	<b>\$</b>	<b>44,886.94</b>
<b>Recreation Fund</b>	<b>#</b>	<b>1762 - 1766</b>	<b>\$</b>	<b>17,838.09</b>

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

**Chairman Smith moved to approve the General Fund bills in the amount of \$ 56,898.02 and Supervisor Huratiak seconded the motion.**

**Public Comment:** None **Vote 2 – 0 – 1 Abstain**  
*Vice Chairman Tolino abstained due to the fact that the general fund bills include payment to his company.*

**Chairman Smith made a motion to approve the Garbage Fund bills in the amount of \$44,886.94, the Recreation Fund bills in the amount of \$ 17,838.09 and Supervisor Huratiak seconded the motion.**

**Public Comment:** None **Vote 3 – 0**

**TAX DUPLICATE CHANGES:** Interim Additions, Garbage Additions

There were eleven (11) 2022 interim real estate additions for \$1,077.93 and zero (0) garbage additions for July 2022.

**Chairman Smith made a motion to approve eleven (11) 2022 interim real estate additions for \$1,077.93 and zero (0) garbage additions and Supervisor Huratiak seconded the motion.**

**Public Comment:** None **Vote 3 – 0**

**TREASURER’S REPORT:** Gail Putvinski

- 1) **Account Balance Review**  
The account balances as of July 31, 2022, were reviewed.

**APPROVAL OF MINUTES:** Robert Smith

- 1) **Regular Meeting of July 13, 2022**

**Chairman Smith moved to approve the minutes of the regular meeting held on July 13, 2022, and Supervisor Huratiak seconded the motion.**

**Public Comment:** None **Vote 3 – 0**

**CORRESPONDENCE:**

- 1) **PennDOT, LTAP Training**  
Noted.

**2) Williams, Pipeline Safety Information**

Noted.

**3) PSATS, Northeast Regional Forum Agenda**

The Board of Supervisors reviewed the forum agenda. The Board agreed to support the attendance of two administrative employees. The fee is \$99 for PSATS members and \$149 for non-members.

**Chairman Smith moved to approve the attendance of two administrative employees at the PSATS Regional Forum on September 22, 2022 and Vice Chairman Tolino seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**4) DEP, Individual NPDES Permit, Valley Industrial Properties, Phase 4**

The NPDES Permit is approved.

**PUBLIC COMMENT:**

**1) Barney Whitneck, 2038 Ackermanville Road – Requesting Limit of Truck Traffic and Additional Signage**

Mr. Whitneck shared concerns regarding the volume and size of trucks on Ackermanville Road. He asked the Board of Supervisors to pursue a limit on truck traffic. He also requested signage to slow traffic. Mr. Whitneck first spoke to the police department who informed him that they could only address basic traffic violations. Mr. Whitneck expressed safety concerns for individuals walking and riding along the road. The Board of Supervisors agreed to look into the issue.

**RECREATION: Justin Huratiak**

**1) Recreation Complex Sign Update**

Pending.

**2) Property Buffer Update**

The trees are being watered on a regular basis. The process is working well.

**3) Status of Specifications for Phase III – Ratify Approval and Authorization to Bid**

Last meeting the Board of Supervisors authorized the liaison to the Recreation Committee to review and approve the specifications and authorize advertisement to prevent any delay in obtaining bids and awarding the contracts.

**Supervisor Huratiak made a motion to ratify the previous motion approving the specifications for Phase III on July 26, 2022 and approve advertisement in the paper and on PennBID and Vice Chairman Tolino seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

The Board discussed questions that were submitted by bidders. One question addressed the possible elimination of the proposed grass islands. The board, with support from Jeff Ott, agreed to make the islands an option. Another question pertained to the grass swale, and it was agreed to also make that an option. Lastly, it was agreed that the contractors can use either SRL M or L. Engineer Ott suggested the bid documents not be changed, but that the bidders write in the options and Solicitor Ceraul agreed.

**4) Review of Project Plan for Phase III**

There were no updates regarding the plan.

**5) Request Extension of Recreation Loan Terms**

Fidelity Bank agreed to extend the draw down period, with interest only payment, for another year on the bank loan. A formal motion is required.

**Supervisor Huratiak made a motion to approve extending the “interest only draw down phase for an additional year resulting in a 36-month period” for the 2020 Recreation Loan #1120556075 and Chairman Smith seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**6) Repairs to Lower Hydrant**

The Recreation Committee experienced lack of water from the hydrant. Werner & Sons Well Drilling was asked to check the hydrant. No problems were found. The lack of water appears to be due to someone locking the dial.

**POLICE DEPARTMENT REPORT: Chief James Krome**

**1) Incident Report**

There were 230 documented “calls for service” in July 2022.

**2) Police Vehicle Mileage**

Total mileage for the police vehicles for the month of July 2022 was 4,949. Chief Krome shared that there were 35 citations and 4 arrests.

**3) National Night Out Summary**

Chief Krome shared that there was a good turn-out for National Night Out.

**4) New Police Vehicle**

Chief Krome informed the Board that the Township will need to purchase the new police car and then submit a reimbursement request to the LSA grant funding.

**ZONING REPORT: Tina Serfass**

**1) Activity Report**

Interim Zoning Officer Tina Serfass reviewed the content of the activity report for the last month. Activities included issuing five permits and two address updates. Ms. Serfass noted that she is waiting for a hearing at 15 Creek Road. Additional discussion took place regarding lack of clean-up at properties.

**ENGINEER’S REPORT: Jeffrey Ott**

**1) Deer Trac Development, Close-out Status**

Engineer Jeff Ott reported that the engineer for Deer Trac is working on review of the last set of comments. It was noted that the proposed detention basin may work.

**2) MS4 Stormwater Management Ordinance Update**

The update is moving along. The Board agreed to look at the draft that was sent last month.

**BOARD OF SUPERVISORS: Robert Smith**

**1) American Rescue Plan, Discussion Regarding Use of Funds and Estimated Receipt of 2<sup>nd</sup> Amount**

A document was distributed and reviewed that details funds received, funds obligated, and funds spent to date. The release of the second payment is expected no later than September. The Township received an additional \$873.51. This is the portion given to the Township for the funds that were not requested by 75 eligible PA municipalities. The Board discussed using a portion of the funds to pay for the paving of the section of OW Road where the waterline was put in. This was not in the original project bid, but later deemed a necessary repair. The funds need to be obligated by 2024 and spent by 2026.

**2) Administrative Clerk Position Update**

The Board is planning an interview for a potential candidate.

**3) CNR Recommends Purchase of “E-Mail Backup” Feature**

The Board of Supervisors reviewed additional information regarding the benefits of the “E-Mail back-up” recommended by CNR, the Township IT support. The Board agreed to purchase the feature for one year.

**Chairman Smith made a motion to approve the one-year purchase of Go Daddy E-mail back-up at an estimated cost of \$453.00 and Supervisor Huratiak seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**4) Update Regarding Replacement of School Flasher**

The replacement flasher has been requested from Signal Services. Vice Chairman Tolino had asked if the Safety Grant could be used for the purchase. Chief Krome shared that he is considering that grant for an alternate purchase.

**5) Northampton County Festival 2022 and Nominations**

The Board was reminded that they have until September 16, 2022 to submit nominees.

**6) Fall Newsletter Options**

Tina Cosenza and Intern Cammy Marks prepared a draft Newsletter. A document was also provided to the Board showing the cost difference between having the Newsletter done by Hometown Press and producing it in-house and using an outside printer. Hometown Press was the better cost option. Hometown Press sells advertisements to cover the cost of production and the Township pays the mailing fees. The next available window with Hometown Press is early spring.

**Chairman Smith made a motion to approve the production of a Newsletter with Hometown Press at an estimated cost of \$850.00 and Vice Chairman Tolino seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**7) Solid Waste and Recycling Contract Expires 12/31/22**

As noted previously, the Solid Waste and Recycling Contract Expires 12/31/22. J.P. Mascaro was contacted to see if they would renew. A response is pending. Discussion took place regarding the content of the specifications. The Board agreed to add yard waste options, but not to pursue toters. The Board also agreed to utilize PennBID for the bidding process. Lastly, a Draft timeline was reviewed with the Board. The Board asked that the timeline be shortened, if possible.

**Chairman Smith made a motion to authorize the creation of specifications for the Solid Waste and Recycling Contract and Supervisor Huratiak seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**8) Approval to Ratify Processing of Delinquent Garbage Liens by Creditech**

Last fall the Board of Supervisors agreed to a new lien process proposed by Creditech. Creditech prepared the first group of liens, and, at the recommendation of Solicitor Ceraul, Chairman Smith signed the liens to prevent a delay in filing, with ratification to be done at this meeting. The Board also agreed to authorize liens after a two-year non-payment period. The Board also discussed the high volume of non-payments. The Township may consider sending letters to inform residents that their collection will be stopped if payment is not made. A past practice.

**Chairman Smith made a motion to ratify the signing of nineteen delinquent garbage liens prepared by Creditech and Supervisor Huratiak seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**9) WiFi Equipment Option at 4 Flicksville Road**

The 4 Flicksville location needs eero equipment and has the option of renting for approximately \$14.90 per month or purchasing and installing the equipment at an estimated \$1,000. The Board decided to rent the equipment since technical equipment outdates quickly.

**Chairman Smith made a motion to rent the eero equipment for the 4 Flicksville garage at an estimated cost of \$14.90 per month Vice Chairman Tolino seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**ROADMASTER’S REPORT: Robert Smith**

**1) 2022 Road Project Update**

Chairman Smith stated that the paving of OW Road should be done by the end of the week. The base repair was higher than originally estimated. A change order will be needed. The Township will use some General fund monies for the additional costs.

**SOLICITOR’S REPORT: David Ceraul**

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

Solicitor Ceraul shared that the Bangor Borough Planning Commission granted the Conditional Use last month and the developer has since submitted the Land Development Plan.

**2) Presbyterian Church - Roseto**

Solicitor Ceraul shared that he received a request to merge two tax parcels for the Presbyterian Church. No issues were noted.

**Chairman Smith made a motion to authorize Solicitor Ceraul to prepare a letter to Attorney Santee approving consolidation of the church parcels in Roseto and Supervisor Huratiak seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**ADJOURNMENT:**

**Chairman Smith made a motion to adjourn the meeting at 8:21 pm and Supervisor Huratiak seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

Respectfully submitted,

Gail Putvinski – Secretary/Treasurer  
Washington Township Board of Supervisors