

Regular Meeting January 11, 2023

The Regular Meeting of the Washington Township Board of Supervisors was held on January 11, 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 7:00 pm. Vice Chair Tolino and Supervisor Huratiak were also in attendance. Also present: Police Chief James Krome, Secretary/Treasurer Katie Purdue, Solicitor David Ceraul, and Interim Zoning Officer Tina Serfass. Township Engineer Jeffrey Ott was absent. There were seven (7) people in the audience.

PLEDGE OF ALLEGIANCE: Recited

APPROVAL OF BILLS:

General Fund	#	19440 - 19501	\$	75,313.87
Garbage Fund	#	1230	\$	81,068.92
Recreation Fund	#	1784 - 1786	\$	280.21
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 75,313.87 and Supervisor Huratiak seconded the motion.

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

Vice Chair Tolino abstained due to the fact that the general fund bills include payment to his company.

Chair Smith made a motion to approve the Garbage Fund bills in the amount of \$81,068.92, the Recreation Fund bills in the amount of \$280.21 and Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

TAX DUPLICATE CHANGES: Interim Additions, Garbage Additions

There were zero (0) 2022 interim real estate changes and zero (0) garbage changes for December.

Chair Smith moved to approve the zero (0) interim real estate changes and zero (0) garbage changes and Supervisor Huratiak seconded the motion.

Public Comment: None **Vote 3 – 0**

TREASURER'S REPORT: Katie Purdue

1) Account Balance Review

The account balances as of December 31, 2022, were reviewed.

APPROVAL OF MINUTES: Robert Smith

1) Regular Meeting of December 14, 2022 and the Organization Meeting of January 3, 2023

Chair Smith moved to approve the minutes of the regular meeting held on December 14, 2022. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

Chair Smith moved to approve the minutes of the Organization Meeting held on January 3, 2023, and Supervisor Huratiak seconded the motion.

Public Comment: None **Vote 3 – 0**

CORRESPONDENCE:

1) PSATS Package – Noted

- 2) **Pocono Wildlife Rehab & Education Center** - Noted
- 3) **The Chamber – Lehigh Valley Chamber of Commerce invite to the annual Mayors' & Muni Officials Reception 3.30.23** – Noted
- 4) **Northampton County Freight-Based Land Use Management Guide prepared by the LVP** - Noted
- 5) **Slate Belt Chamber of Commerce Jan 2023 Newsletter** - Noted

PUBLIC COMMENT:

- 1) **WTVFC Chief Tighe Lane reported the Fire Dept and EMS had 212 calls of service in 2022. He also thanked the Board of Supervisors for their generous donations in 2022 that resulted in new turn-out gear.**

RECREATION: Justin Huratiak

- 1) **Recreation Complex Sign Update**
Supervisor Huratiak shared that the sign will be completed in the spring.
- 2) **Recreation Complex Phase III - Paving Parking Lots and Driveways Project Still Open**
The paving of the parking lot and driveways is complete. The repairs were done and will be reviewed.
- 3) **Recreation Complex rules sign ordinance**
Tina Cosenza-Marcotte drafted an ordinance of rules for the Recreation Complex that Sol Ceraul has reviewed and approved. The ordinance needs to be advertised which Sol. Ceraul will handle.

Supervisor Huratiak made a motion to authorize Sol.Ceraul to advertise for Ordinance #304, Rules for the Recreation Complex. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

POLICE DEPARTMENT REPORT: Chief James Krome

- 1) **Incident Report**
There were 236 documented “calls for service” in December 2022.
- 2) **Police Vehicle Mileage**
Total mileage for the police vehicles for the month of December 2022 was 4064.
- 3) **Advertisement for FT & PT Officers**
Chief Krome asked the Board of Supervisors for approval to advertise for full-time and part-time officers.

Supervisor Huratiak made a motion to advertise in the local paper an ad for full-time and part-time officers. Chair Smith seconded the motion.

Public Comment: None **Vote 3 – 0**

ZONING REPORT: Interim Zoning Officer Tina Serfass

- 1) **Activity Report**
The November 2022 & December 2022 reports were presented as ZO Serfass was not present at the last meeting.
- 2) **Continued Discussion Regarding UCC Opt-In/Opt-Out**
No update
- 3) **1372 Richmond Rd.**
In November this property was sent a property maintenance violation letter. The owner did submit a reply advising that he has been trying to clean up the property. After a site visit in December ZO Serfass determined that there has been no clean up. ZO Serfass will now file a citation with the magistrate’s office.

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

1) MS4 Stormwater Management Ordinance Update

The Ordinance is due September 2024, not January 2024 as stated at the last meeting. And O&M training per the MS\$ requirements are tentatively scheduled for May 19, 2023 with the Road Dept.

2) 1383 Richmond Rd.

George & Brielle Lobb asked for relief on an upcoming subdivision application that should be a major subdivision, asking to submit as a minor subdivision.

Sol. Ceraul advised that Eng. Ott was not opposed to this but advised the Board of Supervisors to consider approval on a conditional basis and that the exception will not be made on any future development of these lots.

Chair Smith made a motion to grant relief to the Lobb subdivision to be submitted as a minor vs. a major subdivision on the Richmond Rd. application with the condition that no future applications on this lot will be given the relief and will need to be submitted as major subdivisions. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

BOARD OF SUPERVISORS: Robert Smith

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

2) Co-Stars Salt Contract Participation for 2023-2024 Due March 15, 2023

Sec. Purdue advised that she will confirm with Road Foreman Hester that 650 tons will be the amount for this contract year. Chair Smith confirmed that 650 tons will remain.

Chair Smith made a motion for Sec. Purdue to submit a new agreement to Co-Stars for the 2023-2024 contract year. Supervisor Huratiak seconded the motion.

Public Comment: None **Vote 3 – 0**

3) Professional Liability Insurance Quote/Renewal

Sec. Purdue advised that the application has been submitted to our agent who has confirmed receipt and accepted the application.

4) Municipal Tax Information Document Filed with DCED, As Required – Noted

5) Renewal Coming Due on Letter of Credit for James Dotta/Coldot for Highlands East – Noted. Update to follow at the February BOS Meeting.

6) Renewal Coming Due on Letter of Credit for Church of the Nazarene - Noted. Update to follow at the February BOS Meeting.

7) Resolution 12-2023 -Berkheimer – Authorizing Katie Purdue as Township Representative

Chair Smith made a motion to approve Resolution 12-2023 and authorize Sec. Purdue as the Township Representative with Berkheimer. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

8) Signal Service report with diagnostics for future work

Chair Smith will talk to Road Foreman Hester to get updated wiring diagrams for the cabinets at the school flashers, per the advisement of Signal Service.

9) Authorize Sol. Ceraul to advertise ordinance #304, recreation complex rules

Addressed Supervisor Huratiak's Recreation comments

10) New signature cards were prepared by Fidelity – Noted

11) Audit results of outstanding escrow accounts – Update to follow at the February BOS Meeting.

12) Admin Building Outside Lights to LED

Road Foreman Hester is addressing

13) 2021 Financial Statements are complete – Noted

14) Financing for the CAT Skidsteer

Sec. Purdue advised the financing will be with Caterpillar Financial Services and we are still waiting on a finance agreement

15) HRA Resolution 10-2023

Chair Smith made a motion to approve Resolution 10-2023 updating the dates of the annual HRA agreement. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

16) Investment Policy Resolution 11-2023

Chair Smith made a motion to approve Resolution 11-2023 for the investment policy. Supervisor Huratiak seconded the motion.

Public Comment: None **Vote 3 – 0**

ROADMASTER’S REPORT: Robert Smith

1) Planning for 2023 Road Project

Chair Smith advised that the road crew has started the process to determine which road(s) will be done this year. Update to follow at the February BOS Meeting.

2) Review bids and potential sale of the 1988 New Holland Tractor

There was an error in the bid advertisement. The year listed in the ad was 1988 and the tractor is a 1998, therefore all bids will be rejected and this will be re-bid.

Chair Smith made a motion to reject all bids and advertise for re-bid of the sale of the 1998 New Holland Tractor. Vice Chair Tolino seconded the motion.

Public Comment: None **Vote 3 – 0**

SOLICITOR’S REPORT: David Ceraul

1) Municipal Boundary Agreement between Bangor and Washington Township

Solicitor Ceraul stated there was no update at this time. No plan has been submitted.

ADJOURNMENT:

Chairman Smith made a motion to adjourn the meeting at 7:45 pm and Supervisor Huratiak seconded the motion.

Public Comment: None **Vote 3 – 0**

Respectfully submitted,

Katie Purdue – Secretary/Treasurer
Washington Township Board of Supervisors