

**WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS  
Regular Meeting March 12, 2025**

**The Regular Meeting of the Washington Township Board of Supervisors was held on March 12, 2025 at 7:00 pm. The meeting agenda was posted on the Township website and the Administrative Building door.**

**CALL TO ORDER:** Chair Smith called the meeting to order at 7:00pm. Vice Chair Tolino was also in attendance. Also present: Secretary/Treasurer Sharon Cifuentes, Solicitor Ricky Santee, Interim Zoning Officer Howard Beers, Daren Martocci of Keystone Consulting Engineers, and Police Chief James Krome. There were five (5) people in the audience.

**PLEDGE OF ALLEGIANCE:** Recited

**APPROVAL OF BILLS:**

<b>General Fund</b>	<b>#</b>	<b>20870-20919</b>	<b>\$98,016.57</b>
<b>Garbage Fund</b>	<b>#</b>	<b>1257</b>	<b>\$81,808.90</b>
<b>Recreation Fund</b>	<b>#</b>	<b>1853-1854</b>	<b>\$182.89</b>

Supervisor Huratiak voted on the General Fund bills via phone. 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 \$98,016.57. Super. Huratiak (via Phone) 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 \$81,808.90 and Recreation Fund bills in the amount of \$182.89. Vice Chair Tolino seconded the motion.**

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

**TAX CHANGES:** Real Estate Tax Changes, Garbage Changes  
There were (12) real estate additions for 2024; (0) garbage additions for 2024

**Chairman Smith made a motion to approve the interim Real Estate and Garbage Tax Changes. Vice Chairman Tolino seconded the motion.**

**Public Comment:** None      **Vote 2-0-0**

**TREASURER’S REPORT: Sharon Cifuentes**

**1) Account Balance Review**

The account balances as of February 28, 2025, were reviewed.

**APPROVAL OF MINUTES: Robert Smith**

1) Board of Supervisors meeting minutes of February 12, 2025

**Chairman Smith moved to approve the minutes of February 12, 2025. Vice Chairman Tolino seconded the motion.**

**Public Comment:** None      **Vote 2-0-0**

**CORRESPONDENCE: None**

**PUBLIC COMMENT:** George Abt presented The Lehigh Valley 2024 Hazard Mitigation Plan Update.

**Chairman Smith moved to adopt Resolution number 9-2025, Lehigh Valley 2024 Hazard Mitigation Plan Update Resolution. Vice Chairman Tolino seconded the motion.**

**Public Comment: None           Vote 2-0-0**

**RECREATION: No Updates**

**POLICE DEPARTMENT REPORT: Police Chief Krome**

**1) Incident Report**

There were 224 documented “calls for service” in February 2025.

**2) Police Vehicle Mileage**

Total mileage for the police vehicles for the month of February 2025 was 4,689

**3) Police Personnel**

Police Chief Krome made a recommendation to promote Part Time Police Officer Salvatore Cucciuffo to Full Time Police Officer.

**Chairman Smith moved to promote Salvatore Cucciuffo from Part Time Police Officer to Full Time Police Officer, effective May 4, 2025. Vice Chairman Tolino seconded the motion.**

**Public Comment: None           Vote 2-0-0**

**ZONING REPORT: Interim Zoning Officer Howard Beers**

1) **Activity Report** - The February 2025 report was presented to the Board of Supervisors.

2) **District Magistrate** – Interim Zoning Officer Beers sought authorization to file with the District Magistrate for 2149 Ackermanville Rd, 82 American Bangor Rd., 455 American Bangor Rd and 6 Flicksville Rd.

**Chairman Smith motioned to file 2149 Ackermanville Rd, 82 American Bangor Rd., 455 American Bangor Rd and 6 Flicksville Rd., with the District Magistrate. Vice Chairman Tolino seconded the motion.**

**Public Comment: None           Vote 2-0-0**

**3) 805 Five Points Richmond Rd**

It was brought to the township’s attention by Northampton County that this property is located in both Washington Township and Upper Mt Bethel Township. It is currently taxed by Washington Township. Interim Zoning Officer Beers stated that the primary residence is located in Upper Mt Bethel and is of the opinion that it should be taxed there.

**Chairman Smith moved to have the Township Engineer confirm that the primary structure is in Upper Mt Bethel and if so, allow the taxation to be switched to Upper Mt Bethel. Vice Chairman Tolino seconded the motion.**

**Public Comment: The property owner, Russel Horn, was also present and requested the same.**

**Vote 2-0-0**

**ENGINEERS REPORT: Daren Martocci**

- 1) **Engineer's Report** – The February 2025 Engineer's report was presented to the Board of Supervisors.
- 2) **Giroux Minor Subdivision** – Township Engineer discussed the subdivision. The Planning Commission recommended conditional approval of this subdivision plan.

**Chairman Smith motioned to grant Waivers from Sections 10.3.C.3 & 10.6.D of the Washington Township Subdivision and Land Development Ordinance, and from Sections 106.A. & 302.A.1. from the Washington Stormwater Management Ordinance. Vice Chairman seconded the motion.**

**Public Comment: None** **Vote 2-0-0**

**Chairman Smith motioned to grant Preliminary/Final Subdivision Plan Approval conditioned on comments contained in the Township Engineer's Review Letter dated 2/18/2025. Vice Chairman Tolino seconded the motion.**

**Public Comment : None** **Vote 2-0-0**

- 3) **MS4 Training** – Discussed

**BOARD OF SUPERVISORS: Robert Smith**

- 1) **Farm Lease** – Discussed term.

**Chairman Smith motioned to extend the farm lease for 3 years at the current rate of \$103 per acre for 19 acres, totaling \$1957.00 per year.. Vice Chairman Tolino seconded the motion.**

**Public Comment: None** **Vote 2-0-0**

- 2) **Rental Space US Representative** – Representative MacKenzie's office approached the township about having roving office hours at the township office on the 1st Wednesday of each month from 9:00 AM to 12:00 PM.

**Chairman Smith motioned to allow Representative MacKenzie's office to have roving office hours at the township office on the 1st Wednesday of each month from 9:00 AM to 12:00 PM. Vice Chairman Tolino seconded the motion.**

**Public Comment: None** **Vote 2-0-0**

- 3) **UCC Appeals Board Fees** – Secretary Treasurer Cifuentes addressed the need to set UCC Appeal Board Fees.
- 4) **Generator Battery** – Penn Power Systems determined the generator is in need of new batteries and provided a quote of \$1024.17. The Supervisors asked to be provided with additional information.
- 5) **2024 Audit** – Riley and Company will be presenting the draft audit to the Board of Supervisors at the March 26<sup>th</sup> meeting.
- 6) **Sinking Fund Transfers** –

**Chairman Smith motioned to approve the Sinking Fund transfers of Tax Account to Sinking 2020 General Account in the amount of \$42,500.00, Tax Account to Sinking Emer Rd Account in the amount of \$40,500.00 and Tax Account to Sinking Fund Money Market in the amount of \$82,700.00.**

**ROADMASTER'S REPORT**

- 1) **Majestic Way – Biospectra** - Followup needed with Biospectra.
- 2) **Road Project Bids** – The road project bids were reviewed by the Supervisors.

**Chairman Smith motioned to award the 2025 Road Project Paving to M&J Excavating, Inc in the amount of \$ 255,803.00. Vice Chairman Tolino seconded the motion**

**Public Comment: None** **Vote 2-0-0**

**Chairman Smith motioned to award the 2025 Road Project Micro-Surfacing to Asphalt Maintenance Solutions, LLC, in the amount of \$96,949.36. Vice Chairman Tolino seconded the motion**

**Public Comment: None** **Vote 2-0-0**

**SOLICITORS REPORT – Richard Santee**

- 1) Solicitor Santee contacted the District Magistrate to inform of township representation at the April 14<sup>th</sup> Summary Appeal
- 2) Solicitor Santee is working with the township engineer on a draft solar ordinance.

**ADJOURNMENT: Chairman Smith motioned to adjourn the meeting at 7:44 PM. Vice Chairman Tolino seconded the motion.**

**Public Comment: None**

**Vote 2-0-0**

Respectfully,

Sharon Cifuentes – Secretary/Treasurer  
Washington Township Board of Supervisors