

**Regular Meeting October 12, 2022**

**The Regular Meeting of the Washington Township Board of Supervisors was held on October 12, 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 7:03 pm. Vice Chairman Tolino and Supervisor Huratiak were also in attendance. Also present: Secretary/Treasurer Gail Putvinski, Solicitor David Ceraul, Township Engineer Domenick DiPaolo, and Zoning Officer (Interim) Tina Serfass. There were five (5) people in the audience.

**PLEDGE OF ALLEGIANCE:** Recited

**EXECUTIVE SESSION**

Chairman Smith announced that the Board of Supervisors held an Executive Session today from 6:30 - 7:00 pm to address personnel issues. Bookkeeper/Zoning & Planning Secretary Katie Purdue was also in attendance.

**APPROVAL OF BILLS:**

<b>General Fund</b>	<b>#</b>	<b>19268 - 19317</b>	<b>\$ 259,038.68</b>
<b>Garbage Fund</b>	<b>#</b>	<b>1227</b>	<b>\$ 44,909.76</b>
<b>Recreation Fund</b>	<b>#</b>	<b>1770 - 1773</b>	<b>\$ 1,272.84</b>
<b>State Liquid Fuels</b>	<b>#</b>	<b>1034</b>	<b>\$ 230,165.47</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 \$ 259,038.68 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 \$44,909.76 and the Recreation Fund bills in the amount of \$ 1,272.84 and Vice Chairman Tolino seconded the motion.**

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

**Chairman Smith made a motion to approve the State Liquid Fuels bills in the amount of \$230,165.47 and Supervisor Huratiak seconded the motion.**

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

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

There were zero (0) 2022 interim real estate additions and zero (0) garbage additions for September 2022.

**TREASURER’S REPORT:** Gail Putvinski

- 1) **Account Balance Review**  
The account balances as of September 30, 2022, were reviewed.

**APPROVAL OF MINUTES:** Robert Smith

- 1) **Regular Meeting of September 14, 2022**

**Chairman Smith moved to approve the minutes of the regular meeting held on September 14, 2022, and Vice Chairman Tolino seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**2) Special Meeting of September 28, 2022**

**Chairman Smith moved to approve the minutes of the special meeting held on September 28, 2022, and Supervisor Huratiak seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**CORRESPONDENCE:**

- 1) **PennDOT, Notice of Estimated Allocation of Liquid Fuels for 2023 – \$216,489.35**  
The estimate for 2023 is slightly above the estimate for 2022.
- 2) **PSATS NewsBulletin September 2022**  
Noted.
- 3) **Keystone Collections Group, Northampton Tax Collection Committee, Audit Report for Year Ending 12/31/2021**  
Noted.
- 4) **Representative Flood, Commonwealth Financing Agency Reopening PA Small Water and PA H20 Grant Programs**  
Noted.
- 5) **Dept. of Auditor General, 2022 General Municipal Pension System State Aid \$67,345.87.**  
The funds will support the MMO payments for the pension plans.
- 6) **Dept. of Auditor General, Volunteer Fire Relief Association 2022 Commonwealth State Aid \$37,034.45.**  
The funds are distributed to the Washington Township Volunteer Fire Relief Association.
- 7) **Dept. of Auditor General, Compliance Audit Report of the Firemen’s Relief Association of the Washington Township Volunteer Fire Company**  
Noted.

**PUBLIC COMMENT:**

**1) Mark Cesare, J.P. Mascaro & Sons**

Mark Cesare of J.P. Mascaro & Sons addressed the Board regarding the recent Solid Waste and Recycling bid process and subsequent rejection. Mr. Cesare asked the Board to vacate the rejection and award the contract. He shared that his company made a responsible bid and no other companies bid. Mr. Cesare shared that the increase is due to the impacts of the economy which include increased rates for CDL drivers and increased fuel costs. He also stated that the current contract with Washington Township was fulfilled during the pandemic. Supervisor Huratiak stated that the Township anticipated an increase in rates but was blindsided by more than a 70% increase. Supervisor Huratiak went on to state that the Board has a responsibility to the residents to seek the lowest cost possible. The Township felt that a bid with a one-year option could possibly bridge the gap pending an economic improvement.

Mark Cesare apologized that no one from J.P. Mascaro attended the meeting on September 28, 2022, the date the award was scheduled. J.P. Mascaro had a communication problem and thought the award was tonight. Mr. Cesare went on to state that, per their attorney, the Township has the right to vacate the rejection. Solicitor Ceraul agreed that the Township has the right to vacate the rejection, but stated that the rebid process is underway and he did not recommend vacating the rejection and awarding to J.P. Mascaro at this time. Solicitor Ceraul stated that the letter from J.P. Mascaro & Sons, dated October 4, 2022, states that they will hold their bid open for 30 days.

The Board of Supervisors agreed to take no action. The bid process will continue with bids due October 21, and planned award on October 26, 2022. The Board thanked Mark Cesare and J.P. Mascaro for their support during the last contract and their willingness to keep the bid open.

**PUBLIC HEARING:**

**1) Ordinance 301 – Adopt 2021 Edition of International Property Maintenance Code**

Solicitor Ceraul stated that the Ordinance to adopt the 2021 Edition of the International Property Code was advertised, as required. Solicitor Ceraul asked if anyone was in the audience specifically for the public hearing. No one responded. Solicitor Ceraul asked if there were any questions regarding the Ordinance. There were no questions. Solicitor Ceraul stated that the Ordinance is written in a manner that future updates will not require a new ordinance.

**Chairman Smith made a motion to adopt Ordinance 301 adopting the 2021 Edition of the International Property Maintenance Code and Supervisor Huratiak seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**SUBDIVISIONS**

**1) Lambert – Winding/Greentree Major Subdivision - resubmission**

**Applicant:** Jeff & Kristin Lambert  
**Owner:** Jeff & Kristin Lambert and Sean & Sarah Brandle  
**Address:** 55 Winding Way & 55 Greentree Dr  
**Engineer:** Stateline Engineering Co., Ryan Dentith  
**Approval**  
**Deadline:** Dec. 19, 2022

Solicitor Ceraul stated that the Planning Commission recommended conditional approval with waivers. Review of the waivers took place. In addition, there was a discussion regarding stormwater issues and stormwater management.

**Chairman Smith made a motion to approve the Lambert Winding/Greentree Major Subdivision and waivers, and Supervisor Huratiak seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**2) Nostrand – Cedar Rd – Lot Line Adj**

**Applicant:** Tighe Nostrand & Chantal Nostrand  
**Owner:** Tighe Nostrand & Chantal Nostrand  
**Address:** 88 Cedar Rd.  
**Engineer:** Stateline Engineering Co., Ryan Dentith  
**Approval**  
**Deadline:** Dec. 19, 2022

Ryan Dentith provided an overview of the lot line adjustment request and requested waivers.

**Chairman Smith made a motion to approve the Nostrand, Cedar Road lot line adjustment for Tighe and Chantal Nostrand, and Vice Chairman Tolino seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**3) Dell’Alba – Mill Rd – Minor Subdivision**

**Applicant:** Terry Willever  
**Owner:** Joseph Dell’Alba  
**Address:** Mill Rd.

**Engineer:** George Collura  
**Approval**  
**Deadline:** Dec. 19, 2022

No one was present to represent the applicant. This will be moved to a future agenda.

**RECREATION: Justin Huratiak**

**1) Recreation Complex Sign Update**

Proofs are available for review for the new recreation sign and Administration sign. Supervisor Huratiak will send the proofs to the other Board members for review.

**2) Recreation Complex Phase III Construction Update**

The trail and basketball project is almost complete. The trails need backup with topsoil and the basketball court needs stripping. The paving of the driveways and parking lots is complete.

**3) Approval of “Young Lungs at Play” Program**

The Township has an existing “Young Lungs at Play” policy. An updated policy was recommended by the Recreation Committee. The new policy will include electronic cigarettes. The Board discussed the policy and agreed to approve. The Board also agreed that it should apply to the entire complex, not specific areas. Officer Natale said the police department would be able to ask individuals to comply with the policy, if necessary.

**Supervisor Huratiak made a motion to approve the new “Young Lungs at Play” policy and Vice Chairman Tolino seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**4) Request BOS Approval to Apply for DCNR Special Fall Grant**

The Recreation Committee recommended applying for the DCNR special fall grant. The minimum project amount is \$100,000 with a 50/50 match. The plan is to pursue funding for the dog park, two more pickleball courts and signage. Tina Cosenza will complete the application, if approved by the Board.

**Chairman Smith made a motion to approve applying for the DCNR Special Fall Grant and Vice Chairman Tolino seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**POLICE DEPARTMENT REPORT: Officer Brandon Natale for Chief James Krome**

**1) Incident Report**

There were 244 documented “calls for service” in September 2022.

**2) Police Vehicle Mileage**

Total mileage for the police vehicles for the month of September 2022 was 4,784.

**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 six permits.

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

Tina Serfass is continuing to research the process for opting in. Limited response has been received to date.

**ENGINEER’S REPORT: Domenick DiPaolo**

**1) MS4 Stormwater Management Ordinance Update**

Review by the Board of Supervisors is pending.

**2) Annual MS4 Report Filed with DEP**

Noted.

**BOARD OF SUPERVISORS: Robert Smith**

**1) American Rescue Plan, Discussion Regarding Use of Funds**

The Board of Supervisors is considering using some of the funds for additional road work.

**2) 2023 Budget Initial Review**

The timeline for the 2023 budget was reviewed. The first detailed review is scheduled for Wednesday, October 19<sup>th</sup> at 9:00. The second is October 26, 2022, during the 3:30 pm meeting and another special meeting on November 2, 2022, at 9:00 am. The budget is scheduled for tentative adoption at the November 9, 2022, meeting and adopted at the December meeting.

**3) Trick or Treat on Oct. 30th from 2-5 Sent to “Belt & Beyond” and “The Key”**

Noted.

**4) Potential Creation of Washington Township Facebook Page**

The Board has agreed not to pursue a Facebook Page. Additional discussion took place regarding a media alert system that is in use by many municipalities. Zoning Officer Tina Serfass will provide the Board with information.

**5) Administration Oil Tank Piping Configuration**

The Board of Supervisors reviewed quotes to change the pipe configuration for the oil tanks. The Board decided to take no action at this time. The Board asked that Suburban Propane be contacted and asked to fill slowly so the oil can fill both tanks.

**6) Fidelity Bank Options and Authorization of Credit Card**

This information will be considered during the budget discussions.

**7) Approval of Repository Sale for D9SW2C 15 6 0134C Gross Ave, D9SW2C 15 7 0134C Gross Ave, and D9SW2C 16 11 0134C Walnut Street**

The Board reviewed the information regarding the three properties that are up for repository sale and agreed to approve the sale of each.

**Chairman Smith made a motion to consent to the sale of D9SW2C 15 6 0134C Gross Ave, D9SW2C 15 7 0134C Gross Ave, and D9SW2C 16 11 0134C Walnut Street and Vice Chairman Tolino seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**8) Adopt Resolution 18-2022, Act 57 of 2022**

An amendment to the Local Tax Collection Law was signed by Governor Wolf on July 11, 2022, that requires taxing districts to adopt a resolution or ordinance directing the tax collector to waive additional charges for real estate in certain situations. Solicitor Ceraul stated that this is a required action.

**Chairman Smith made a motion to adopt Resolution No. 18-2022 to implement Act 57 of 2022 and Supervisor Huratiak seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

**9) EIT And/Or LST Changes Require DCED Submission Prior to December 1, 2022**

The date was noted. The Board does not have plans to change either EIT or LST rates.

**10) Review and Potential Acceptance of Meyner Center Proposal for Staffing Support of Township Manager Position**

The Board asked that this item be tabled.

**11) State and Local Cybersecurity Grant Program (SLCGP) Overview and Authorization to Pursue**

Katie Purdue will obtain information regarding the grant.

**12) Update Regarding Solid Waste and Recycling Bid Process**

Discussed under public comment. The Board of Supervisors has a copy of the current timeline.

**ROADMASTER’S REPORT: Robert Smith**

**1) Tractor**

Roadmaster Smith stated the tractor is expected to be delivered in November.

**SOLICITOR’S REPORT: David Ceraul**

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

Solicitor Ceraul stated there was no update at this time.

**ADJOURNMENT:**

**Chairman Smith made a motion to adjourn the meeting at 8:27 pm and Supervisor Huratiak seconded the motion.**

**Public Comment:** None

**Vote 3 – 0**

Respectfully submitted,

Gail Putvinski – Secretary/Treasurer  
Washington Township Board of Supervisors