

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS
Regular Meeting February 14, 2024**

The Regular Meeting of the Washington Township Board of Supervisors was held on February 14, 2024 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 7:01 PM. Vice Chair Tolino and Supervisor Huratiak were also in attendance. Also present: Chief Krome, Secretary/Treasurer Katie Purdue, Solicitor David Ceraul and Interim Zoning Officer Tina Serfass. Ott Consulting was absent. There were (10) people in the audience.

PLEDGE OF ALLEGIANCE: Recited

APPROVAL OF BILLS:

General Fund	#	20162-20223	\$94,288.68
Garbage Fund	#	1243	\$81,644.46
Recreation Fund	#	1821-1824	\$ 258.00

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 \$94,288.68. 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 \$81,644.46 and Recreation Fund bills in the amount of \$258.00. Vice Chair Tolino seconded the motion.

Public Comment: None Vote 3 – 0

TAX CHANGES: Real Estate Tax Changes, Garbage Changes

There was (1) interim real estate & garbage addition at 859 Emerald Valley Lane.

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 January 31, 2024 were reviewed.

APPROVAL OF MINUTES: Robert Smith

1) Meeting of January 10, 2024

Chair Smith moved to approve the minutes of the January 10, 2024. Super. Huratiak seconded the motion.

Public Comment: None Vote 3 – 0

CORRESPONDENCE:

- 1) Slate Belt Chamber of Commerce Newsletter
- 2) Slate Belt COG
- 3) Upper Mt. Bethel Township Special Meeting 2/28/24

PUBLIC COMMENT:

- 1) **Joey Tietz of Rutt Rd** addressed the Board with concerns of garbage and sewage waste being dumped at the Meadowbrook Mobile Home Park on Richmond Rd. Sean Kneebone, also of Richmond Rd., provided photos of the dumping that the owner has been doing. According to Tietz, and other residents who weren't named, this has been an ongoing issue for a year. Mr. Tietz did contact the DEP and was told that they will only act if the SEO doesn't.

Sec. Purdue spoke to Eng. Karasek from Ott Consulting prior to the meeting, and he advised that he did receive the complaints from Mr. Tietz and Mr. Kneebone that were submitted on Monday 2/12/24 to the Twp office. Eng. Karasek found no evidence of sewage dumping, but they will keep looking at the lot.

The Board advised that they will be looking into this matter and will advise with more information. ZO Serfass addressed the dumping of garbage and said that when they do inspections, the property is cleaned up. The Board asked that Mr. Tietz submit another complaint, and if they have photos to include, the ZO will do another inspection.

- 2) **Brittany Layton of Pen Argyl** addressed the Board pertaining to her subdivision application and the length of time of the process.

Sec. Purdue advised that the Township Engineer reviews plans when they are received, and they cannot approve plans until changes are made. The only open item for Ms. Layton is to complete the concrete monuments and pins to which she advised that was completed Monday night, 2/12/24. Sec. Purdue will reach out to her surveyor and request the certification and once received, her plans are signed and available for her to pick up.

She also received a letter from the Township regarding needing a driveway permit for parking large trucks on her lot at 440 Mount Pleasant Rd. The Board advised that a permit is required and that no further trucks can be parked there until the permit is secured. The trucks are pulling mud and rocks into the road and the Township has had several complaints.

RECREATION: Justin Huratiak – The Recreation Committee has requested that the small balance in the savings account for the 2017 DCNR grant funds be moved to the Recreation checking account.

Super. Huratiak made a motion to move the balance in the 2017 DCNR Grant account to the Recreation checking account and close the DCNR account. Chair Smith seconded the motion.

Public Comment: None Vote 3 – 0

POLICE DEPARTMENT REPORT: Chief James Krome

- 1) **Incident Report**
There were 280 documented “calls for service” in Jan 2024.
- 2) **Police Vehicle Mileage**
Total mileage for the police vehicles for the month of Jan 2024 was 3719.

ZONING REPORT: Interim Zoning Officer Tina Serfass

- 1) **Activity Report** - The Jan 2024 report was presented to the Board of Supervisors.
- 2) **UCC Opt-In/Opt-Out** – Waiting on update from the State.

ENGINEER’S REPORT:

- 1) **MS4 Stormwater Management Ordinance Update – Exp. 9/2024** – Ott Consulting advised via email prior to the meeting that they would like to make a recommendation of adding “Simplified Method for Stormwater Management” to the ordinance, which needs to be adopted September 2024. The Board is fine with any of Ott’s recommendations.

BOARD OF SUPERVISORS: Robert Smith

- 1) **American Rescue Plan Funding, Discussion Regarding Use of Funds and Status** – The Board would like to use the remaining funds towards the 2024 road project. More details and numbers to be finalized at a later date.
- 2) **2018-2022 Pension Audit**
Sec. Purdue advised all items have been submitted. The auditor will conduct an exit meeting on Monday 2/26/24 with results, but advised she doesn’t see any issues at this time.
- 3) **Professional/Police Liability Renewals**
Policies renewed through Thomas Insurance Group with The Greenwich Insurance Company. The total annual premium for Public Officials and Police Professional policies combined is \$18,101.00.
- 4) **Salt Agreement** – Per Roadmaster Smith and Road Foreman Hester, the salt quantities will remain the same as last year. Sec. Purdue has submitted this. This can be amended until March 14, 2024. Foreman Hester will advise if the total needs to change.
- 5) **Township Auditor**

The auditor was here the first week of February and completed the audit. She advised that she saw no issues and the audit is on schedule to be read at the afternoon March meeting.

- 6) **Real Estate Liens** – Lien letters for all delinquent real estate taxes have gone out.
- 7) **Church of Nazarene Letter of Credit** – The bank has renewed this letter of credit for another year.
- 8) **Lower S. Main St. Closure** – PennDOT is working on the bridge on Lower S. Main St. at True Blue Rd. The road is scheduled to be closed February 2024 through October 2024.
- 9) **Road Building Office Rental** – The Township was approached by Grace Industries, the contractor doing various bridge work in the area, about renting the “office” at 4 Flicksville Rd.

Chair Smith made a motion to rent the office building at 4 Flicksville Rd. to Grace Industries for \$1000/month. The rental fee will include utilities. Super. Huratiak seconded the motion.

Public Comment: None Vote 3 – 0

10) Transfers to Sinking Fund:

Chair Smith made a motion to Transfer a total of \$63,000 from General Tax Fund to the Sinking Funds as follows:

\$31,000 from the General Tax Fund to the Sinking Fund 2015 Road Emerg. & Transfer \$32,000 from the General Tax Fund to the Sinking Fund Gen'l Note (Recreation Loan). Vice Chair Tolino seconded the motion.

Public Comment: None Vote 3 – 0

11) Resolution 11-2024 Follow Record Destruction

Chair Smith made a motion to approve Resolution 11-2024 to Follow Record Destruction. Super. Huratiak seconded the motion.

Public Comment: None Vote 3 – 0

12) Resolution 12-2024 Authorize Record Destruction

Chair Smith made a motion to approve Resolution 12-2024 to Authorize Record Destruction. Vice Chair Tolino seconded the motion.

Public Comment: None Vote 3 – 0

- 13) **Plan Slate Belt** – Super. Huratiak advised that we received an updated draft for the Board to review and comment. The draft was also distributed to the Planning Commission.

ROADMASTER'S REPORT: Robert Smith

1) 2024 Road Project

Chair Smith made a motion for the office to advertise for the 2024 Paving Road Project and the 2024 Sealcoat Road Project. Vice Chair Tolino seconded the motion.

Public Comment: None Vote 3 – 0

- 2) **Martins Street Sweeping** – Foreman Hester will contact Martin's Sweeping to do the roads the week of April 15, 2024.
- 3) **Corner of Mount Pleasant & Palmer Rds – 440 Mount Pleasant Rd.** – Discussed above under Brittany Layton Public Comment.

SOLICITOR'S REPORT: David Ceraul

- 1) **Alternate Solicitor Santee – Quarry Ridge – Municipal Line Agreement with Bangor Borough** – No update at this time from Atty. Santee
- 2) **Streamside Maint. & Improvement Project – Slate Belt Apts** – Sol. Ceraul got the Episcopal Apartments and Ott Consulting together on this matter. This needs to be complete by September 2025. Eng. Karasek is working with the Episcopal Apts directly.

ADJOURNMENT:

Chair Smith made a motion to adjourn the meeting at 8:16 pm. Vice Chair Tolino seconded the motion.

Public Comment: None Vote 3 – 0

Respectfully submitted,

Katie Purdue – Secretary/Treasurer
Washington Township Board of Supervisors