

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
March 5, 2024

MEETING AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Requests to Address the Board/Public Comment
- V. Correspondence and Reports
 1. Received Correspondence:
 - We were advised by the Department of Conservation & Natural Resources that our request for an amendment to the Washington Township Park Rehabilitation grant application was approved for an additional \$16,985.
 - The township received its actual Liquid Fuels allocation for 2024 on March 1st, in the amount of \$129,695.54. The 2024 estimate received last September was \$128,460.
 2. Planning Board:
 - The Planning Board met on March 4, 2024 and to review and make recommendations to the Supervisors for lot split approvals as requested by Shaun and Cynthia Wilson and Max and Kelly Loughman respectively.
 3. Zoning Board: No meeting.
 4. Park Board: No meeting
 5. Roadmaster's Report
 6. Solicitor's Remarks
 7. BCO/Zoning Report – Harshman CE Group
- VI. Discussion & Action Items
 - A. Routine
 1. Approval of Agenda with/without Addendum

2. Approval of Minutes – February 13, 2024 regular meeting.

B. Specific

1. Personnel

- a. Township Employees

1. Part-time Park Employee

Recommended Action

Consider a motion to name Stephanie Stewart as the part-time summer employee to open, close, and clean/restock the restrooms and pavilions at the park, effective on or about May 20, 2024 and continuing throughout the summer pursuant to the park rental schedule provided by the township, at an hourly wage of \$14.50 for time worked.

2. Business Operations

- a. Purchase of a Certificate of Deposit – Impact Fee Account

Recommended Action

Consider a motion to re-invest the \$1,000,000 Impact Fee Fund Certificate of Deposit which matured on February 18, 2024 in a 6-month Certificate of Deposit (CD) at First National Bank of Pennsylvania, at an annual rate of 5.0%, with an approximate earned interest of \$24,490.91 at maturity.

- b. Approval of Treasurer’s Report for period ending February 29, 2024

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>ARPA</u>
Beginning Balance	\$ 251,650.36	\$ 11,412.63	\$ 28,862.37	\$59,626.74
Revenues	50,372.15	5.56	14.52	163.22
Expenditures	<u>-36,044.15</u>	<u>-1,880.74</u>	<u>-1,458.93</u>	<u>-0.00</u>
Ending Balance	\$ 265,978.36	\$ 9,537.45	\$ 27,417.96	\$ 59,789.96

	<u>Fire Fund</u>		<u>Impact Fee</u>
Beginning Balance	\$ 834.86	Beginning Cash Balance	\$ 313,271.77
Revenues	.42	Revenues - Interest	25,996.03
Expenditures	<u>-50.00</u>	CD @ Maturity	1,000,000.00
		Expenditures	-37,711.23
Ending Balance	\$ 785.28	CD Reinvestment	<u>-1,000,000.00</u>
		Available Cash Balance	\$ 301,556.57
		Investments Held	<u>2,000,000.00</u>
		Total Account Balance	\$2,301,556.57

Recommended Action

Consider a motion to approve the Treasurer's report for the period ending February 29, 2024 and direct that it be filed for audit.

c. Bills & Transfers for Approval for All Funds – February, 2024

Recommended Action

Consider a motion to approve the payment of the monthly bills, payroll and intra-fund transfers, as listed on the attached, from the following accounts:

General Fund	\$ 31,040.86
Liquid Fuels Fund	3,797.06
Machinery Fund	1,458.93
Impact Fund	41,531.59
Fire Fund	<u>50.00</u>
Total Bills & Transfers for Approval	\$ 77,878.44

d. Opening of Bids – Park Improvement Project/Playground Equipment

Recommended Action

Consider a motion to acknowledge receipt of the following bids for the Township Park Improvement Project (funded by DCNR Grant) and for the installation of the new playground equipment. The bids were received and opened at 11:00 am, Wednesday, February 7, 2024, pursuant to the specifications. It is further recommended that the bids be forwarded to the Engineer and to DCNR for review and approval, per the grant requirements.

1. Township Park Improvement Project (DCNR Grant)

Five bids (w/Bid Bonds) were received for the project, as follows:

<u>Bidder</u>	<u>Total Bid Amount</u>
Excaliber Construction, LLC	\$ 144,302.00
Graham Construction, LLC	246,933.00
Raffle Construction	143,970.00
Stone Mile Group, LLC	237,638.45
WG Land Company, LLC	215,814.00

2. New Playground Equipment Installation

Two bids (w/Bid Bonds) were received for the project, as follows:

<u>Bidder</u>	<u>Total Bid Amount</u>
Stonemile Group, LLC.	\$ 25,980.00
WG Land Company, LLC	29,500.00

e. Authorization to Submit Amendment Request Letter to DCNR

Recommended Action

Consider a motion to authorize submitting a project commitment letter to DCNR, requesting that the original C2P2 Grant be amended to reflect the increased costs of the project, requiring an increase in the grant award from \$70,000 to \$86,985 and acknowledging the amount of the match portion will increase from \$40,000 to \$56,985.

f. Awarding of Bid - Township Park Rehabilitation Project

Recommended Action

Having been thoroughly reviewed by the Architect and the Small Community Program Specialist at the PA Department of Conservation and Natural Resources, consider a motion to award a contract to Raffle Construction of Ruffs Dale, PA., for the specified work based on their low bid of \$143,970 as received for the Washington Township Park Rehabilitation project.

g. Awarding of Bid – Playground Equipment Installation

Recommended Action

Following the recommendation of the Mackin Engineering, consider a motion to award a contract to

StoneMile Group, LLC of Canonsburg, PA, for the installation of the new playground equipment at the park, based on their low bid of \$25,980 as received and opened on February 7, 2024.

h. Opening/Awarding of Stone Bids

Recommended Action

Pursuant to the bids received and opened on February 8, 2024 and as shown on the attached bid tabulation, consider a motion to award the 2024 stone bids to the low bidder of each product, as follows:

<u>Product</u>	<u>Low Bidder</u>	<u>Awarded Bid</u>
AASHTO #8 stone	Greer Limestone	\$39.25/ton
AASHTO #67 stone	Greer Limestone	\$25.25/ton
2-A modified (C & R)	Greer Limestone	\$23.25/ton
1-1/2" Crush & Run	Greer Limestone	\$21.75/ton
3" Crush & Run	Greer Limestone	\$22.25/ton
Rip-Rap #R-4	Greer Limestone	\$25.50/ton

i. Sale of Used Equipment on Municibid.com

Recommended Action

Consider a motion to approve putting the recently replaced Dodge truck bed, hoist and cylinder assembly on 'Municibid' and advertised for sale to the highest bidder.

3. Operations, Buildings, Grounds & Highways

a. Use of Park Ball Fields – Waynesburg Travel Baseball

Recommended Action

Consider a motion to enter into a 2-year agreement (2024-25) with Waynesburg Travel Baseball for the use of the park ball fields and rest rooms on Monday through Thursday evenings from April 1st through July 31st of each year. Any scheduled township activities (rental of park) shall have priority with advance notice. They will provide the necessary labor, equipment and materials to maintain the playing fields to a safe playing condition and will also provide in-kind service for park clean-up day.

4. Township Supervisors

a. Ordinances, Resolutions

1. Approval of Lot Split – Max G. & Kelly L. Loughman

Recommended Action

Pursuant to the review and recommendation of the Washington Township Planning Board, having met the conditions and requirements of the Township Subdivision and Land Development Ordinance, and having received approval from the Township Engineer, Zoning Officer and the Sewage Enforcement Officer, consider a motion to approve a lot split of 0.2770 acres, leaving residual acreage of 4.109, being a part of the parcel of land identified as Tax ID #24-05-105F conveyed by a Deed between Max & Kelly Loughman and Max and Kelly Loughman.

2. Approval of Lot Split – Shaun E. and Cynthia Wilson

Recommended Action

Pursuant to the review and recommendation of the Washington Township Planning Board, having met the conditions and requirements of the Township Subdivision and Land Development Ordinance, and having received approval from the Township Engineer, Zoning Officer and the Sewage Enforcement Officer, consider a motion to approve a lot split of 7.577 acres, leaving residual acreage of 9.633, being a part of the parcel of land identified as Tax ID #24-05-143 conveyed by a Deed between Shaun E. Wilson and Cynthia Wilson and Shaun E. Wilson and Cynthia Wilson.

b. Agreements, Contracts

1. SPWA Joint Water Line Extension Project – Hemlock Road

Recommended Action

Pursuant to the Comprehensive Plan Goals and Objectives to increase access to public water service within the township, consider a motion to develop and proceed with a joint construction project with the Southwestern PA Water Authority, to install an 8-inch water line on Hemlock Road, from the intersection at Route 19 to the end of the paved portion of Hemlock Road, an approximate distance of 4,780 feet to serve approximately six households and a commercial user. It is further recommended to approve the invoice in the amount of \$178,517.93 received from Southwest PA Water Authority for the materials, permits and

engineering for the water line extension. Approximately \$60,000 of the total will be paid with the township's ARPA monies, and the remainder from Act 13 funding. As with our previous joint projects with SPWA, the township will also provide labor, materials and equipment for backfilling, stone and roadway restoration.

2. Heavy Hauling Agreements – EQT Production Co.

Recommended Action

Consider a motion to approve a one-year renewal of Heavy Hauling Agreements, with EQT Production Co. for Byard Road (T-514), Pettit Road (T-409) and Breakneck Road (T-404), with an effective date of March 1, 2024 to February 28, 2025, for a fee of \$900.00 pursuant to the approved Schedule of Fees.

VII. New Business

VIII. Information & Announcements

- Spring Township Clean-up Day will be from 8:00 am until 4:00 pm, Saturday, April 27, 2024.
- Upcoming Meetings
 - Supervisor's Regular Meeting, Tuesday, April 9, 2024, 6:30 p.m.
 - Planning Board, Thursday, April 4, 2024 at 7:30 p.m.
 - Zoning Hearing Board and Park Board meets as needed.

IX. Public Comment/Questions

X. Adjournment