

**WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS**

112 Municipal Lane  
Prosperity, PA 15329  
August 11, 2020

**MINUTES**

Walter Stout, Chairman, called the meeting to order at 7:00 PM.

In attendance were Supervisors Walter Stout, Charles Hickman and Troy Smith, Secretary Diane Headlee. Township residents in attendance were Marty Engle and Jason Rosa.

**I. Requests to Address the Board/Public Comment**

Marty Engle asked about the garbage that was dumped on Marlin Road in the Lakes. Walt Stout said that Neil Chisler of Chissy's Recycling & Solid Waste has been contacted and will be cleaning it up. The cost for Chissy's to clean up the garbage on Marlin Road will be \$200, paid for by the township. Marty Engle asked if the township would consider closing Marlin Road. Walt Stout said he would have to check into doing that, but most likely it wouldn't be closed because we are receiving Liquid Fuels money for the road maintenance.

**II. Correspondence and Reports**

**1. Received Correspondence:**

- On July 16, the township received a letter from Adam Mattis, the Regional Advisor for the Southwest Regional Office of the Department of Conservation and Natural Resources congratulating the Supervisors for the accomplishments obtained through the improvements to the park, specifically the renovated comfort station, the ADA accessible pathways and for bringing reliable public water to the facility. He also inspected the project to verify that it was completed in accordance with the approved Scope of Work and Grant Agreement and was found to be in compliance.
- The township's Act 537 Sewage Facilities Planning Special Study has been submitted to the DEP for final approval. This has been an ongoing project for 3+/- years. Once the Study is approved by the DEP we will have an Act 537 Plan on record.
- We have been advised by Mackin Engineering that Jenni Easton, who was very instrumental in completing the township's Comprehensive Plan and the updating of the Zoning ordinance and SALDO, has resigned from the firm to pursue other opportunities. Brandi Rosselli will be assisting us with the completion of those revised ordinances.

2. Planning Board: The Board did not meet in August due to the lack of any items needing attention or action; however, comments were solicited from the Planning Board members regarding a matter to come before the Zoning Hearing Board.

3. Zoning Board: It is anticipated that the Zoning Hearing Board will meet on August 27 to hear a Request for a Variance regarding a side-yard setback exception. Doug

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Robinson encroached on the five-foot set back. Due to COVID-19 concerns, plans are being made to conduct the hearing virtually.

4. Park Board: The Board will be meeting soon to make final arrangements for the Halloween "Trunk or Treat" activity on the 31<sup>st</sup> of October. The Board had a preliminary meeting in July.
5. Roadmaster's Report:
  - The road crew prepared the roads for tar and chipping. Tar and chipped various roads throughout the township. Took care of some truck and equipment maintenance, and mowing and weed-eating at the park and office/garage areas. Also installed a culvert on Locust Road and removed trees and limbs from various roads throughout the township.
6. Solicitor's Remarks: Mr. Makel was not in attendance.

### III. Discussion & Action Items

#### A. Routine

1. The Chairman asked the Board to for a motion to approve the Agenda without an Addendum. The motion was made by Charles Hickman and seconded by Walter Stout. Motion carried
2. The Chairman asked the Board for a motion to approve the Minutes of the July 14th, 2020 regular meeting. No additions or corrections were offered. The motion was made by Charles Hickman and seconded by Troy Smith to approve the minutes as submitted. Motion carried.

#### B. Specific

##### 1. Business Operations

###### a. Approval of Treasurer's Report for period ending July 31, 2020

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>DCNR</u>
Beginning Balance	\$ 413,451.13	\$ 167,695.77	\$ 5,213.19	\$ 59.78
Revenues	21,324.95	33.86	993.29	.01
Expenditures	<u>34,449.76</u>	<u>32,288.45</u>	<u>5,100.00</u>	<u>0.00</u>
Ending Balance	\$ 400,326.32	\$ 135,441.18	\$ 1,106.48	\$ 59.79

<u>Fire Fund</u>		<u>Impact Fee</u>	
Beginning Balance	\$ 11,831.43	Beginning Balance	\$ 1,467,160.55
Revenues	518.70	Revenues	549,793.98
Expenditures	<u>50.00</u>	Expenditures	<u>24,895.00</u>
Ending Balance	\$ 12,300.13	Ending Balance	1,992,059.53
		Certificate of Deposit	<u>-1,200,000.00</u>
		Cash Available	\$ 792,059.53

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The Chairman asked the Board to consider a motion to approve the Treasurer's report for period ending July 31, 2020 and direct that it be filed for audit. The motion was made by Charles Hickman and seconded by Walter Stout. Motion carried.

b. Bills & Transfers for Approval for All Funds – July, 2020

The Chairman asked the Board to consider a motion to approve the payment of the monthly bills, wages and intra-fund transfers, as listed (see Minute Book file), from the following accounts:

General Fund	\$ 34,008.71
Liquid Fuels Fund	29,892.35
Machinery Fund	5,100.00
Impact Fund	21,895.00
DCNR Account	0.00
Fire Fund	<u>50.00</u>
Total Bills & Transfers for Approval	\$ 90,946.06

The motion was made by Charles Hickman and seconded by Walter Stout. Motion carried.

c. 2020-21 Impact Fund Budget

As announced at the July meeting, the township received \$549,400 from the PA Act 13 Impact Fee fund. As required, the township's spending plan for the funds has been prepared.

The Chairman asked the Board to consider a motion to approve the 2020-21 Township Spending Plan of the 2019 Impact Fee funding in the amount of \$549,400 received in July, 2020, (See Minute Book file). The motion was made by Troy Smith and seconded by Charles Hickman. Motion carried.

d. Purchase of CAT 259D3 Compact Track Loader

Pursuant to action taken at the July 14, 2020 meeting, specifications were prepared and requests for quotations were obtained from several companies that participate in cooperative purchasing programs (i.e. COSTARS) for a new Compact Track Loader equal to or better than a Caterpillar 259D3, with a loader bucket, angle broom and pallet forks. Murphy's bid did not include the pallet forks. The quotes received are as follows:

<u>Bidder</u>	<u>Make/Model</u>	<u>Total Bid Amount</u>
Bobcat of Pittsburgh	T66 T4	\$ 60,538.50
Cleveland Brothers	as specified	\$ 61,000.00
John Deere Gov't Sales	Deere 325G	\$ 65,231.24
Murphy Tractor & Eqmt.	Deere 325G	\$ 61,500.00

Following review of all of the bidding information received, the Chairman asked the Board to consider a motion to purchase the "as specified"

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Caterpillar 259D3 Compact Track Loader, with a loader bucket, angle broom and pallet forks from Cleveland Brothers under State contract #4400019950, at the submitted bid price of \$61,000. While Bobcat's bid was slightly lower, it is for a new model yet unavailable, with no anticipated delivery date given. The CAT can be delivered immediately upon payment. The motion was made by Charles Hickman and seconded by Troy Smith. Motion carried.

### 2. Operations, Buildings, Grounds & Highways

#### a. Craynes Run Road Flex-base Paving Project Bid Opening & Award

Pursuant to the prepared and advertised specifications, bids were received and opened at 11:00 am, Monday, August 10, 2020 for the labor, material, and equipment necessary to complete flex-base paving on Craynes Run Road between Rt. 221 and the intersection with Wilman Hill, an approximate distance of 12,170 feet. One bid (w/Bid Bond) was received for the project.

<u>Bidder</u>	<u>Unit Price/ton</u>	<u>Total Bid Amount</u>
Russell Standard Corp.	\$89.25	\$154,848.75

Having met the specifications, the Chairman asked the Board to consider a motion to award the contract for the placement of approximately 1,735 (+/-) tons of flex-base paving on Craynes Run Road between Rt. 221 and Wilman Hill, to Russell Standard Corporation, at their low bid of \$89.25 per ton for a total cost of \$154,848.75. Cost of the project to be paid from the Impact Fee Fund. The motion was made by Troy Smith and seconded by Walter Stout. Motion carried.

### 3. Township Supervisors

#### a. Ordinances, Resolutions & Policies

##### 1. Heavy Hauling Agreement – Consol Coal

The Chairman asked the Board to consider a motion to approve a Heavy Hauling Agreement, with an effective date of July 22, 2020 to July 22, 2021, with Consol Pennsylvania Coal Co., LLC for Pettit Road (T-409), for a fee of \$300.00 pursuant to the Schedule of Fees. The motion was made by Charles Hickman and seconded by Troy Smith. Motion carried.

##### 2. Adoption of Ordinance Number 1 of 2020 to Update and Amend the Township's Non-Uniform Pension Plan

The Chairman asked the Board to consider a motion to adopt the following Ordinance (#1-2020):

AN ORDINANCE OF WASHINGTON TOWNSHIP, GREENE COUNTY, COMMONWEALTH OF PENNSYLVANIA, ELECTING TO AMEND ITS NON-UNIFORM PENSION PLAN ADMINISTERED BY THE PENNSYLVANIA MUNICIPAL RETIREMENT SYSTEM PURSUANT TO ARTICLE IV OF THE PENNSYLVANIA MUNICIPAL

RETIREMENT LAW; AGREEING TO BE BOUND BY ALL PROVISIONS OF THE PENNSYLVANIA MUNICIPAL RETIREMENT LAW AS AMENDED AND AS APPLICABLE TO MEMBER MUNICIPALITIES. IT IS HEREBY ORDAINED BY WASHINGTON TOWNSHIP, GREENE COUNTY, AS FOLLOWS:

SECTION I. Washington Township (the Township), having established a non-uniform pension plan administered by the Pennsylvania Municipal Retirement System (the System), hereby elects to amend its Non-Uniform Pension Plan administered by the System in accordance with Article IV of the Pennsylvania Municipal Retirement Law, 53 P.S. §881.101 et seq. (Retirement Law), and does hereby agree to be bound by all the requirements and provisions of the Retirement Law and the Municipal Pension Plan Funding Standard and Recovery Act, 53 P.S. §895.101 et seq., and to assume all obligations, financial and otherwise, placed upon member municipalities.

SECTION II. As part of this Ordinance, the Township agrees that the System shall administer and provide the benefits set forth in the amended Non-Uniform Pension Plan Document entered into between the Pennsylvania Municipal Retirement Board and the Township effective as of the date specified in the adoption agreement (the Contract).

SECTION III. The Township acknowledges that by passage and adoption of this Ordinance, the Township officially accepts the Contract and the financial obligations resulting from the administration of the Contract.

SECTION IV. Payment for any obligation established by the adoption of this Ordinance and the Contract shall be made by the Township in accordance with the Retirement Law and the Municipal Pension Plan Funding Standard and Recovery Act. The Township hereby assumes all liability for any unfundedness created due to the benefit structure set forth in the Contract.

SECTION V. The Township intends this Ordinance to be the complete authorization of the Contract, as amended and it shall become effective as of the date specified in the adoption agreement, which is the effective date of the Contract, as amended.

SECTION VI. A duly certified copy of this Ordinance and an executed Contract shall be filed with the System.

The motion was made by Charles Hickman and seconded by Troy Smith. Motion carried.

#### IV. New Business

Marty Engle asked about extending the waterline further on Shamrock Road. Walter Stout explained that while we would most certainly like to extend the line to the remaining homes, we are currently working in cooperation with the Water Authority, trying to do

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projects that will add public water to areas of the township where there are a number of houses without reliable wells and those residents are having to haul their drinking water.

### V. Information & Announcements

- The following roads (portions or entire length) were tar and chipped last week.
  - Top Road
  - Breakneck Road
  - Long Mile Road
  - Hickory Lane
  - Edgar Hill Road (lower to Fisher Hollow)
  - Morris Road
  - Byard Road
  - Good Hill Road
  - Fisher Hollow Road
  - Locust Drive
  - Brooks Hollow Road
  - West Dividing Ridge Road
  - East Dividing Ridge (portions from Moscow to Twp. Line)
  - Park Drive
- Supervisor's Regular Meeting, Tuesday, September 8, 2020 at 7:00 p.m.
- Planning Board, Thursday, September 3, 2020 at 7:30 p.m. (if needed).
- Zoning Hearing Board, Thursday, August 27.
- Park Board meets as needed.

### VI. Public Comment/Questions

### VII. Adjournment

There being no further business, the meeting was adjourned at 7:33 PM on a motion by Charles Hickman, seconded by Troy Smith, with all voting 'aye'.

\_\_\_\_\_ Chairman

\_\_\_\_\_ Secretary/Treasurer