

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
January 12, 2021

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 continue to receive notifications from Consol Pennsylvania Coal Company regarding permit renewals and other pertinent information regarding their intent to conduct underground mining in the northwestern area of Washington Township during the next five years.
 2. Planning Board:
 - There were no items for discussion or needing action so the January 7th meeting was cancelled.
 3. Zoning Board:
 - No meeting.
 4. Park Board:
 - No meeting
 5. Roadmaster's Report
 6. Solicitor's Remarks
 7. EQT Report
- VI. Discussion & Action Items
 - A. Routine
 1. Approval of Agenda with/without Addendum
 2. Approval of Minutes – December 8, 2020 regular meeting and the January 4, 2021 Re-organization meeting.
 - B. Specific
 1. Personnel

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a. Elected Office, Appointed Boards & Contracted Personnel

1. Resignations/Appointments

a. Planning Board Re-appointments

Recommended Action

Consider a motion to re-appoint residents A. Brian Cole, Shirley Hall and Robert Romanosky to the Washington Township Planning Board for additional four (4) year terms respectively, expiring on December 31, 2024. Each has expressed an interest to continue.

b. Larry Hall - Zoning Hearing Board Term Renewal

Recommended Action

Consider a motion to re-appoint Larry Hall to the Washington Township Zoning Hearing Board for an additional 5-year term, expiring on December 31, 2025.

c. Park Board – Re-appointments

Recommended Action

Consider a motion to re-appoint Debbie Stephenson and Shauna Tretinik to the Township Park Board, for additional five (5) year terms respectively, expiring on December 31, 2025.

d. Kenneth Headlee - Vacancy Board Term Renewal

Recommended Action

Consider a motion that Kenneth Headlee be re-appointed to the Vacancy Board for a 1-year term, expiring on December 31, 2021.

e. Dennis Makel, Solicitor

Recommended Action

Consider a motion to name Dennis Makel, Esquire as Township Solicitor for the calendar year 2021, at the contracted hourly rate of \$115.00 plus expenses, and \$200 per meeting attended. These rates are unchanged from 2020.

f. Tim Neal, Sewage Enforcement Officer

Recommended Action

Consider a motion to name Tim Neal as the Township Sewage Enforcement Officer (SEO) for the

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calendar year 2021, at the same contracted rate as in 2020.

g. K-2 Engineering, Inc, Zoning Official

Recommended Action

Consider a motion to name K-2 Engineering, Inc. as the Township Zoning Officer for the calendar year 2021, at the contracted rate of \$80.00 per hour.

h. K-2 Engineering, Inc. – BCO & UCC Inspection Services

Recommended Action

Consider a motion to re-appoint K-2 Engineering, Inc. to provide the Building Codes Enforcement and inspection services required under the Uniform Construction Code (UCC) in the township for calendar year 2021. Fees charged pursuant to the attached Schedule.

i. Rick Patton – Emergency Management Coordinator

Recommended Action

Consider a motion for Richard (Rick) Patton to continue serving as the township's Emergency Management Coordinator for calendar year 2021, pursuant to the Pennsylvania Emergency Management Services Code.

j. Mackin Engineering Co., Planning

Recommended Action

Consider a motion to appoint Mackin Engineering Co., as the Township Engineer, acting as the planning consultant to the Supervisors and Planning Board.

b. Township Employees

1. Resignations/Retirements/Furloughs

2. Appointments

a. William (Bill) Main, Full-time Maintenance Employee

Recommended Action

Consider a motion to retain William (Bill) Main as a full-time Township Maintenance employee for calendar year 2021, at an hourly rate of \$19.25, (a 50 cent per hour

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increase), and with benefits and working conditions granted to full-time employees by policy #2021-1.

b. Jason Rosa, Full-time Maintenance Employee

Recommended Action

Consider a motion to retain Jason Rosa as a full-time Township Maintenance employee for calendar year 2021, at an hourly rate of \$19.25, (a 50 cent per hour increase), and with benefits and working conditions granted to full-time employees by policy #2021-1.

c. Appointment of Roadmaster and Assistant Roadmaster

Recommended Action

Consider a motion to name William (Bill) Main and Charles Hickman as the Roadmaster and Assistant Roadmaster respectively, for the 2021 calendar year, at an additional hourly rate of \$1.50 per hour each.

2. Business Operations

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

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>
Beginning Balance	\$ 356,028.41	\$ 32,649.56	\$1,863.03
Revenues	38,159.24	4.16	303.88
Expenditures	<u>-21,386.97</u>	<u>-0.00</u>	<u>-1,750.09</u>
Ending Balance	\$ 372,800.68	\$ 32,653.72	\$ 416.82

	<u>Fire Fund</u>		<u>Impact Fee</u>
Beginning Balance	\$12,759.90	Beginning Balance	\$ 1,808,314.60
Revenues	159.39	Revenues - Interest	451.80
Expenditures	<u>-9,759.00</u>	Other	350.97
Ending Balance	\$ 3,160.29	Expenditures	<u>-61,011.27</u>
		Ending Balance	\$ 1,748,106.10

Recommended Action

Consider a motion to approve the Treasurer's report for the period ending December 31, 2020 and direct that it be filed for audit.

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b. Bills & Transfers for Approval for All Funds

Recommended Action

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

General Fund	\$ 27,293.68
Liquid Fuels Fund	0.00
Machinery Fund	1,750.09
Impact Fund	52,309.48
Fire Fund	<u>12,150.00</u>
Total Bills & Transfers for Approval	\$ 93,503.25

c. Permission to Obtain Bids for Oil & Stone

Recommended Action

Consider a motion granting permission to advertise for sealed bids for the oil and stone required for tar and chipping of select township roadways during 2021.

d. Permission to Obtain Bids for Contracted Tar & Chip Application

Recommended Action

Consider a motion granting permission to advertise for sealed bids for Contracted Labor and Equipment to be used for the tar and chipping of select township roadways during 2021.

3. Operations, Buildings, Grounds & Highways

4. Township Supervisors

a. Ordinances, Resolutions & Policies

1. Employment Working Conditions & Benefits Policy #2021-1

Recommended Action

Consider a motion to approve the attached Policy #2021-1 which outlines the Working Conditions & Benefits for township employees, with an effective date of January 1, 2021.

2. Establishment of Schedule of Fees

Recommended Action

Consider a motion to adopt the following Resolution (#1-2021):

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BE IT RESOLVED that pursuant to applicable law, the Township Supervisors hereby establishes a Schedule of Fees for permits for Zoning, Subdivision and Land Development, Heavy Hauling, Highway Occupancy (Encroachment, Boring & Cutting), and Utility Crossing, effective January 1, 2021. The Schedule of Fees is attached.

3. Designation of Banking Institution

Recommended Action

Consider a motion to adopt the following resolution (#2-2021):

BE IT RESOLVED that the First National Bank of Pennsylvania be designated as the depository of township funds during calendar year 2021, pursuant to Section 708 of the Township Code, subject to bonding and insurance requirements.

4. Establishment of 2021 Park Fees

Recommended Action

Consider a motion to establish the 2021 usage fees for the Washington Township Park as follows:

Full day (11am – 9pm)	\$100.00
Afternoon day (11am – 5pm)	70.00
Evening (6pm – 9pm)	40.00

5. Payment of Medicare and Supplemental Insurance Premiums

The township Secretary has requested the Supervisors continue the previously approved payment for her and her spouse's Medicare and Supplemental Insurance premiums in lieu of paying their respective premiums for coverage under the township's UPMC health insurance plan, to which they are entitled by her employment agreement. This results in a substantial savings to the township of approximately \$21,000 per year.

Recommended Action

Consider a motion to approve the payment by the township for the Medicare and Supplemental Insurance premiums for the Township Secretary and her spouse, in the amount of \$894.70 per month, in lieu of paying their health insurance premiums charged by the township's health insurance program (UPMC) for which they would be entitled, resulting in a \$21,000 annual savings to the township.

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VII. New Business

VIII. Information & Announcements

A. Review of Planning, Zoning & Park Board Members & Terms - see Attachment

IX. Public Comment/Questions

X. Adjournment