

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
February 9, 2021

MEETING 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 and township residents Debbie Stephenson, Jason Rosa and Leonard Dulaney.

I. Requests to Address the Board/Public Comment

There were no requests to address the board or public comments.

II. Correspondence and Reports

1. Received Correspondence:

- We have been advised following a study by the Independent Fiscal Office that the Impact Fee distribution estimate for calendar year 2020 may show a \$55.9 million decrease from base collections in 2019, due mainly to a lower fee schedule contained in the law. We will be advised in June of the amount Washington Township will receive in 2021.
- We received a letter from the Greene County Tax Claim Bureau informing the township that their new system gives them the ability to collect the township real estate taxes if there is no elected or appointed tax collector in the township. Mr. Stout indicated that this practice is not normally permissible by law. He has forwarded the letter to Mr. Makel for his thoughts and input.
- Pursuant to a question raised at the January meeting of the Supervisors, a review of the signed agreement dated May 9, 1994 provides that the Waynesburg Volunteer Fire Company is to annually receive seventy-nine percent (79%) of the Fire tax generated each the taxable year. The remaining twenty-one percent (21%) of the taxes collected is paid to the Amwell Volunteer Fire Department each year.

2. Planning Board:

- There were no items for discussion or needing action so the February 4th meeting was cancelled.

3. Zoning Board:

- No meeting.

4. Park Board:

- No meeting

5. Roadmaster's Report

- The road crew worked on winter road maintenance, including snow removal almost daily, performed maintenance on the equipment, and removed trees and

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limbs from township roads, as needed. The road crew also cleaned up old scrap metal from the township yard.

- 6. Solicitor's Remarks – Not present.

VI. Discussion & Action Items

A. Routine

- 1. The Chairman asked the Board to for a motion to approve the Agenda with an Addendum. The motion was made by Charles Hickman and seconded by Troy Smith. Motion carried.
- 2. The Chairman asked the Board for a motion to approve the Minutes of the January 12, 2021 regular meeting. The motion was made by Charles Hickman and seconded by Walter Stout. Motion carried.

B. Specific

1. Personnel

a. Elected Office Holders

1. Resignations/Appointments

a. Tami Herrod, Township Auditor Resignation

The Chairman asked the Board to accept the resignation of Tami Herrod, Township Auditor, effective February 8, 2021. The motion was made by Charles Hickman and seconded by Walter Stout. Motion carried.

b. Connie Grimes, Township Auditor Appointment

The Chairman asked the Board to consider a motion to appoint former township auditor, Connie Grimes to complete the six-year term of Tami Herrod which runs through the first Monday in January 2022. A full six-year term will be on the municipal ballot this year for Township Auditor. The motion was made by Troy Smith and seconded by Walter Stout. Motion carried.

2. Business Operations

a. Approval of Treasurer's Report for period ending January 31st, 2021

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>
Beginning Balance	\$ 372,800.68	\$ 32,653.72	\$ 416.82
Revenues	11,487.93	3.82	267.78
Expenditures	<u>-38,252.42</u>	<u>-1,603.59</u>	<u>-100.00</u>
Ending Balance	\$ 346,036.19	\$ 31,053.95	\$ 584.60

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<u>Fire Fund</u>		<u>Impact Fee</u>	
Beginning Balance	\$ 3,160.29	Beginning Balance	\$ 1,748,106.10
Revenues	139.33	Revenues - Interest	346.22
Expenditures	<u>-2,591.00</u>	Other	0.00
Ending Balance	\$ 708.62	Expenditures	<u>-9,128.67</u>
		Ending Balance	\$ 1,739,323.65

The Chairman asked the Board to consider a motion to approve the Treasurer’s report for the period ending January 31, 2021 and direct that it be filed for audit. The motion was made by Charles Hickman and seconded by Troy Smith. Motion carried.

b. Approval of New Salt & Cinder Spreader Purchase

The Chairman asked the Board to consider a motion, pursuant to the discussions held during budget compilation, to approve the purchase of a new Steelcaster 8-foot salt/cinder spreader with electric controls from Push-N-Pull of Pittsburgh at the COSTARS price of \$5,724.00. It is further recommended we place the used Swenson spreader and the Sweepster rotary broom, currently owned by the township on ‘Municipid’ and sold to the highest bidder. The motion was made by Charles Hickman and seconded by Troy Smith. Motion carried.

c. Approval of Loan to Machinery Fund

The Chairman asked the Board to consider a motion to approve a loan of \$5,725 from the General Fund to the Machinery Fund, to be repaid with 2021 tax receipts if not sooner, for the recently purchased Steelcaster salt and cinder spreader. The motion was made by Charles Hickman and seconded by Walter Stout. Motion carried.

d. Bills & Transfers for Approval for All Funds – January 2021

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

General Fund	\$ 32,363.56
Liquid Fuels Fund	1,603.59
Machinery Fund	100.00
Impact Fund	4,870.46
Fire Fund	<u>50.00</u>
 Total Bills & Transfers for Approval	 \$ 38,987.61

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

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e. Opening of Bids

1. Stone

The Chairman asked the Board to consider a motion to refer the bids as shown on the attached bid tabulation to the Supervisors and the Solicitor for further review, with further action anticipated at the March 9th, 2021 meeting. The motion was made by Charles Hickman and seconded by Troy Smith. Motion carried.

VII. New Business

There was no new business brought forward.

VIII. Information & Announcements

- a. Other than some final landscaping which will be done in the Spring, the Garner Run joint water line project with SPWA has been completed and the water has been turned on.
- b. An informational meeting has been scheduled for Wednesday, February 24 at 7:00 pm with the residents who live on Green Valley Road and Porter Street Extension to discuss the proposed water line project to be undertaken jointly with SPWA on those two roadways.
- c. Upcoming Meetings
 - Supervisor's Regular Meeting, Tuesday, March 9th at 7:00 p.m.
 - Planning Board, Thursday, March 4th at 7:30 p.m. (if needed).
 - Zoning Hearing Board, as needed.
 - Park Board meets as needed.

IX. Public Comment/Questions

There were no additional public comments.

X. Adjournment

There being no further business, the meeting was adjourned at 7:25 PM on a motion by Charles Hickman, seconded by Troy Smith, with all voting 'aye'.

s/ Walter S. Stout _____ Chairman

s/ P. Diane Headlee _____ Secretary/Treasurer