

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
April 12, 2022

MEETING MINUTES

Walter Stout, Chairman, called the meeting to order at 6:30 PM.

In attendance were Supervisors Walter Stout, Charles Hickman and Troy Smith, Secretary Diane Headlee and township residents Tom Ayers, Debbie Stephenson, Tammy Smith, Larry and Stacy Steinhoff, Township Auditor Roland Daniels, and Jason Rosa.

I. Requests to Address the Board/Public Comment

There were no requests to address the Board.

II. Correspondence and Reports

1. Received Correspondence: None
2. Planning Board: Did not meet on April 7th, as there were no items for consideration or action needed.
3. Zoning Board: No meeting.
4. Park Board: Meeting was held on Monday, April 11th to discuss new and replacement playground equipment suggestions and scheduling of Trunk or Treat. Tammy Smith was present representing the Park Board and announced they are planning for the Trunk or Treat to be October 29, 2022 from 2 PM – 4 PM at the Washington Township Park. In case of rain, it will again be held at the Township Municipal Garage. She also said she met with a company representative from Game Time to discuss our options to replace the old swings currently located near the creek. They discussed the possibility of adding a merry-go-round at the park. Walt Stout said that he didn't feel that was a safe piece of equipment to add, as most insurance companies required the removal of merry-go-rounds from playgrounds years ago. She said they also discussed the possibility of putting a small swing set on the far side of the second ball field. She added she was informed of a 15-week turn-around on all equipment being ordered.
5. Roadmaster's Report: The road crew was busy with winter maintenance, plowing and cindering the township roads during the recent snow storms. The crew continues to remove trees and limbs from the roadways. They patched potholes on the township roads, and drug and rolled the gravel roads. They worked on Greene Valley, patching over the new culvert pipes in anticipation of tar and chipping the roadway. They spot cleaned ditches on Hemlock Road. Mr. Hickman stated the road elevation project on Hickory Lane has started and is going well.

Minutes

6. Solicitor's Remarks: Mr. Makel was not present. He has been in contact with the lawyers for Y-B Logging, but has not received a response to-date.

III. Discussion & Action Items

A. Routine

1. The Chairman asked the Board for a motion to approve the agenda without 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 March 8, 2022 regular meeting minutes with no additions or corrections noted. The motion was made by Troy Smith and seconded by Charles Hickman. Motion carried

B. Specific

1. Business Operations

a. Approval of Treasurer's Report for period ending March 31, 2022

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>ARPA</u>
Beginning Balance	\$ 276,840.89	\$ 39,015.89	\$ 6,092.72	\$ 52,368.96
Revenues	14,007.63	126,769.94	98.45	5.78
Expenditures	<u>-37,429.90</u>	<u>-3,918.37</u>	<u>-3,655.17</u>	<u>-0.00</u>
Ending Balance	\$ 253,418.90	\$ 161,867.46	\$ 2,536.00	\$ 52,374.74

	<u>Fire Fund</u>		<u>Impact Fee</u>
Beginning Balance	\$ 600.25	Beginning Balance	\$ 1,803,202.70
Revenues	.05	Revenues - Interest	198.66
Expenditures	<u>-50.00</u>	Other	0.00
Ending Balance	\$ 550.30	Expenditures	<u>-6,790.85</u>
		Ending Balance	\$ 1,796,610.51

The Chairman asked the Board to consider a motion to approve the Treasurer's report for the period ending March 31, 2022 and direct that it be filed for audit. The motion was made by Troy Smith and seconded by Charles Hickman. Motion carried.

b. Bills & Transfers for Approval for All Funds for March, 2022

The Chairman asked the Board to consider a motion to approve the payment of the March 2022 bills, payroll and intra-fund transfers, as listed on the attached, from the following accounts:

General Fund	\$ 39,275.75
Liquid Fuels Fund	3,918.37
Machinery Fund	3,557.19
Impact Fund	4,813.27
Fire Fund	<u>50.00</u>
 Total Bills, Payroll & Transfers	 \$ 51,614.58

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

c. Opening of Bids – 2022 Tar & Chipping and Oil

Pursuant to the specifications, bids were received and opened at 11:30 am, Friday, April 8, 2022 for the labor, oil, and equipment rental necessary to complete 80,000 (+/-) square yards of Bituminous Seal coating (2022 tar & chip program) using stone provided by the township.

The Chairman asked the Board to consider a motion to acknowledge receipt of the following bids received and opened on April 8, 2022, for the labor, oil, and equipment rental for the 2022 roadway tar and chip program. All bids were accompanied by the required ten-percent Bid Bond. The motion was made by Charles Hickman and seconded by Troy Smith. Motion carried.

<u>Bidder</u>	<u>Unit Price/Sq. Yd</u>	<u>Total Bid Amount</u>
Midland Asphalt	\$ 1.486	\$ 118,880.00
Russell- Standard	\$ 1.330	\$ 106,400.00
Youngblood Paving	\$ 1.290	\$ 103,200.00

e. Creation of a Petty Cash Account

Pursuant to the township auditor’s recommendation, the Chairman asked the Board to consider a motion to create a Petty Cash Account with a constant balance of \$200, to be used for small cash disbursements rather than a check. It is further recommended that the Township Secretary be designated as the Petty Cash Custodian. The motion was made by Charles Hickman and seconded by Walter Stout. Motion carried.

2. Operations, Buildings, Grounds & Highways

a. Tar & Chip Bituminous Seal Coat/E-3 Oil Bid Award

Following review of the bids received, the Chairman asked the Board to consider a motion to award the contract for the placement of approximately 80,000 (+/-) square yards of Bituminous Seal Coat (single application Tar & Chip), along with E-3 oil application, utilizing the stone provided by the township, to Youngblood Paving, Inc. at their low bid of \$1.290 per square yard completed. The motion was made by Charles Hickman and seconded by Troy Smith. Motion carried.

b. Approval of Flex-Base Paving Project – Craynes Run Road

The Chairman asked the Board to consider a motion to approve the preparation of PennDOT specifications and receipt of sealed bids to apply FB-Modified (flex-base) pavement with placement of a 1/2-inch leveling course, followed by a 1.5 inch wearing course on Craynes Run Road (T-551) from the EQT Good well access road intersection to the intersection with East Dividing Ridge Road, a distance of approximately 10,610 feet (2.01 mi). This will finish up Craynes Run Road. The motion was made by Charles Hickman and seconded by Walter Stout. Motion carried.

IV. New Business: None

V. Information & Announcements

a. Happenings

- The application for the park ADA and Walking Trail Improvement grant in the amount of \$53,565 was submitted to DCNR. Awards will be made in the fall of 2022 for the 2023 construction season. This will consist of widening the walking track from 5 feet to 8 feet all the way around.
- The road elevation project on Hickory Lane was started on Monday, April 4. This project is being done by Township employees and is being funded by a \$58,344 Dirt, Gravel and Low Volume Road grant from the Greene County Conservation District. The work is expected to take approximately one month and will raise the elevation by approximately 3.5 feet on a portion (840-860 feet) of the roadway to reduce the threat of flooding.
- The roof replacements on the two picnic pavilions at the park were started on Tuesday, April 5 by Wilson Quality Builders, and were completed on April 7th. Both installations have been inspected and approved.
- The township Auditors have completed the Annual Audit and Financial Report for year ended December 31, 2021. The Board of Auditors gave their report at a public meeting held at 6:00 pm, Tuesday, April 12, 2022. The written report is available for review in the township office during regular business hours.

Minutes

b. Upcoming Meetings

- Supervisor's Regular Meeting, Tuesday, May 10, at 6:30 p.m.
- Planning Board, Thursday, May 5th, at 7:30 p.m.
- Zoning Hearing Board, as needed.
- Park Board, as needed.

VI. Public Comment/Questions: None

VII. Adjournment

There being no further business, the meeting adjourned at 6:55 p.m. 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