

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
March 7, 2023

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:
 - The township Auditors have completed the Annual Audit and Financial Report for year ended December 31, 2022. The Board of Auditors gave their report at a public meeting held at 6:00 pm, Tuesday, March 7, 2023. The written report is available for review in the township office during regular business hours.
 - The township received its actual Liquid Fuels allocation for 2023 on March 1st, in the amount of \$130,622.23. The 2023 estimate received last September was \$128,042.04.
 2. Planning Board:
 - The Board did not meet on March 2nd due to the lack of any items needing attention or action.
 3. Zoning Hearing Board did not meet.
 4. Park Board
 5. Roadmaster's Report
 6. Solicitor's Remarks
 7. Zoning/Code Enforcement Report: - Marshman CE Group
- VI. Discussion & Action Items
 - A. Routine
 1. Approval of Agenda with/without Addendum

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2. Approval of Minutes – February 14, 2023 regular meeting.

B. Specific

1. Personnel

- a. Diane Headlee – Acceptance of Retirement Notice

Recommended Action

Consider a motion to accept the notice of retirement received from Diane Headlee, long-time Township Secretary/Treasurer, effective on December 31, 2023.

2. Business Operations

- a. Approval of Treasurer’s Report for period ending February 28, 2023

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>ARPA</u>
Beginning Balance	\$ 267,629.48	\$ 62,075.38	\$ 17,556.97	\$ 58,069.66
Revenues	24,089.61	30.92	6,904.42	106.91
Expenditures	<u>- 49,332.86</u>	<u>- 1,815.28</u>	<u>- 1,343.15</u>	<u>- 0.00</u>
Ending Balance	\$ 242,386.23	\$ 60,291.02	\$ 23,118.24	\$ 58,176.57

	<u>Fire Fund</u>		<u>Impact Fee</u>
Beginning Balance	\$ 3,099.35	Beginning Balance	\$ 738,179.05
Revenues	.63	Revenues - Interest	1,358.65
Expenditures	<u>- 2,465.00</u>	Revenues - Other	0.00
Ending Balance	\$ 634.98	Expenditures	<u>- 828.05</u>
		Available Cash Balance	\$ 738,729.65
		Investment Held	<u>1,200,000.00</u>
		Total Account Balance	\$1,938,729.65

Recommended Action

Consider a motion to approve the Treasurer’s report for the period ending February 28, 2023 and direct that it be filed for audit.

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b. Bills & Transfers for Approval for All Funds – February, 2023

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	\$ 28,495.85
Liquid Fuels Fund	4,297.46
Machinery Fund	1,666.20
Impact Fund	808.05
Fire Fund	<u>50.00</u>
Total Bills & Transfers for Approval	\$ 35,317.56

c. Approval of Zero-Turn Mower Purchase for Township Park

Recommended Action

Consider a motion, pursuant to the discussions held during the development of the 2022-23 Impact Fee Spending Plan, to approve the purchase of a new Cub Cadet Pro Z 560S Zero-Turn mower from Action Equipment in Washington PA at the Pa COSTARS discounted price of \$10,776.00 from the Impact Fee account.

3. Operations, Buildings, Grounds & Highways

a. Agreements, Contracts

1. Heavy Hauling Agreements – EQT Production Co.

Recommended Action

Consider a motion to approve one-year 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, 2023 to February 28, 2024, for a fee of \$600.00 pursuant to the approved Schedule of Fees.

2. Heavy Hauling Agreement – EQM Gathering Opco LLC

Recommended Action

Consider a motion to approve one-year Heavy Hauling Agreement with EQM Gathering Opco, LLC, for West Dividing Ridge Road (T-658), with an effective date

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of March 1, 2023 to February 28, 2024, for a fee of \$300.00 pursuant to the approved Schedule of Fees.

4. Township Supervisors
- VII. New Business
- VIII. Information & Announcements
 1. Upcoming Meetings
 - Supervisor's Regular Meeting, 6:30, Tuesday, April 11, 2023
 - Planning Board, Thursday, April 6, 2023 at 7:30 p.m.
 - Zoning Hearing Board and Park Board meets as needed.
- IX. Public Comment/Questions
- X. Adjournment