

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
January 14, 2020

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:

- Continuing notification has been received from Consol Pennsylvania Coal Company of the intent to conduct underground mining in the northwestern area of Washington Township during the next five years.
- The following notice was received from the Greene County Emergency Management Agency on Monday, January 13, 2019:

Our office has been notified of a spill in the creek that runs parallel to Dunns Station Road in Washington Township. The spill affects property east of 967 Dunns Station Road towards Ruff Creek. At this time, the DEP has determined the spill came from a drill cutting pit that overflowed. Work is being done for Consol Coal which is in the process of constructing a ventilation air shaft. Samples were taken and the results are pending. If you have any concerns about livestock or wells that may be affected, you can call Pennsylvania Department of Environmental Protection at 724-925-5500.

2. Planning Board:

- There were no items for discussion or needing action so the January 2nd 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

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1. Approval of Agenda with/without Addendum
2. Approval of Minutes – December 10, 2019 regular meeting and the January 6, 2020 Re-organization meeting.

B. Specific

1. Personnel

a. Elected Office, Boards & Contracted Personnel

1. Resignations/Appointments

a. Park Board – Meek and T. Smith Re-appointments

Recommended Action

Consider a motion to re-appoint Tammy Smith and Terry Meek to the Township Park Board, for additional five (5) year terms respectively, expiring on December 31, 2024.

b. 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, 2020.

c. Dennis Makel, Solicitor

Recommended Action

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

d. Tim Neal, Sewage Enforcement Officer

Recommended Action

Consider a motion to name Tim Neal as the Township Sewage Enforcement Officer (SEO) for the calendar year 2020, at the same contracted rate as in 2019.

e. K-2 Engineering, Inc. Zoning Official

Recommended Action

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Consider a motion to name K-2 Engineering, Inc. as the Township Zoning Officer for the calendar year 2020, at the contracted rate of \$50.00 per hour.

f. K-2 Engineering, Inc. - UCC Inspection Services

Recommended Action

Consider a motion appointing K-2 Engineering, Inc. to provide the inspection and Codes Enforcement services required under the Uniform Construction Code (UCC) in the township for calendar year 2020. Fees charged pursuant to the attached Schedule.

g. 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 2020, pursuant to the Pennsylvania Emergency Management Services Code.

h. Mackin Engineering Co., Planning

Recommended Action

Consider a motion appointing 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 2020, at an hourly rate of \$18.75, (a 50 cent per hour increase), and with benefits and working conditions granted to full-time employees by policy #2016-1.

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 2020, at an hourly rate of \$18.75, (a 50 cent per hour increase), and with

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benefits and working conditions granted to full-time employees by policy #2016-1.

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 2020 calendar year, at an additional hourly rate of \$1.50 per hour each.

2. Business Operations

a. Approval of Used Truck Purchase

Recommended Action

Consider a motion, pursuant to the discussions held at the December 10, 2019 Supervisors meeting, to approve the purchase of a used, 2011 Ford F-350 Super Duty pick-up truck, along with a Swenson salt/cinder spreader and two snow plows from Jim Chester of Eighty-Four, PA for \$19,000. It is further recommended we place the 2001 Ford pick-up truck currently owned by the township on 'Municipal' and sold to the highest bidder.

b. Approval of Loan to Machinery Fund

Recommended Action

Consider a motion to approve a loan of \$3,750 from the General Fund to the Machinery Fund, to be repaid with 2020 tax receipts if not sooner, for the recently purchased 2011 Ford pick-up truck

c. Approval of Treasurer's Report for period ending December 31, 2019

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>DCNR</u>
Beginning Balance	\$ 402,443.12	\$ 31,297.70	\$ 16,579.89	\$ 28,576.35
Revenues	34,026.51	15.76	4,281.71	14.56
Expenditures	<u>29,142.57</u>	<u>1,579.25</u>	<u>19,700.00</u>	<u>1,527.00</u>
Ending Balance	\$ 407,327.06	\$ 29,734.21	\$ 1,161.60	\$ 27,063.91

<u>Fire Fund</u>		<u>Impact Fee</u>	
Beginning Balance	\$13,064.26	Beginning Balance	\$ 1,761.887.00
Revenues	101.16	Revenues	601.29
Expenditures	<u>12,943.27</u>	Expenditures	<u>222,110.13</u>
Ending Balance	\$ 222.15	Ending Balance	\$ 1,540,378.16
		Certificate of Deposit	<u>-1,200,000.00</u>
		Cash Available	\$ 340,378.16

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Recommended Action

Consider a motion to approve the Treasurer's report and direct that it be filed for audit.

d. 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	\$ 42,451.01
Liquid Fuels Fund	1,579.25
Machinery Fund	19,000.00
Impact Fund	197,776.11
DCNR Account	5,313.00
Fire Fund	<u>12,750.09</u>

Total Bills & Transfers for Approval \$ 278,869.46

e. 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 2020.

f. 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 2020.

3. Operations, Buildings, Grounds & Highways

4. Township Supervisors

a. Ordinances, Resolutions & Policies

1. Establishment of Schedule of Fees

Recommended Action

Consider a motion to adopt the following Resolution (#1-2020):

BE IT RESOLVED that pursuant to applicable law, the Township Supervisors hereby establishes a Schedule of Fees

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for permits for Zoning, Subdivision and Land Development, Heavy Hauling, Highway Occupancy (Encroachment, Boring & Cutting), and Utility Crossing, effective January 1, 2020. The Schedule of Fees is attached.

2. Designation of Banking Institution

Recommended Action

Consider a motion to adopt the following resolution (#2-2019):

BE IT RESOLVED that the First National Bank of Pennsylvania be designated as the depository of township funds during calendar year 2020, pursuant to Section 708 of the Township Code, subject to bonding and insurance requirements.

3. Establishment of 2020 Park Fees

Recommended Action

Consider a motion to establish the 2020 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

4. Payment of Medicare and Supplemental Insurance Premiums

The township Secretary has requested the Supervisors continue the previously approved payment for she 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

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 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 substantial savings to the township.

5. Heavy Hauling Agreement – Denoon Lumber Co, LLC.

Recommended Action

Consider a motion to approve a Heavy Hauling Agreement, with an effective date of April 15, 2020 to April 15,

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2021, with Denoon Lumber Co, LLC., for Good Hill Road (T-557) and East Dividing (T-657), for a fee of \$300.00 per roadway, pursuant to the Schedule of Fees.

6. Site Access Agreement – F. & K. Borovichka

Recommended Action

Consider a motion to approve Site Access Agreement between the Township and Frank and Kathryn Borovichka to install, at their expense, a two-inch (2") water line in the township right-of-way on Purman Run Road from the main line on Apple Hill Road to the Borovichka residence. It is further acknowledged that the 2-inch line is for drinking water purposes and is not sufficient for fire protection services on Purman Run Road.

VII. New Business

VIII. Information & Announcements

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

IX. Public Comment/Questions

X. Adjournment