WASHINGTON TOWNSHIP SUPERVISORS

Reorganizational Meeting Minutes

January 07, 2019

The Washington Township Supervisors held their 2019 reorganizational meeting on Monday, January 07, 2019. Supervisors present: Robert Hrin, Harold Wilson, Robert Hetrick, and Donna Cooper. Absent was Supervisor, Steve McClelland. Also present: Daniel Whaling, Roadmaster and Sarah Anderson, Secretary. Visitor: Jerry Stormer.

Salute to the Flag…

CHAIRMAN

Donna Cooper asked for nominations for a temporary Chairman. Robert Hrin and Harold Wilson nominated Steve McClelland Chairman. Nominations were closed.

On a MOTION by Robert Hrin and a SECOND by Harold Wilson, all the board voting in favor, Donna Cooper handed the gavel over to Steve McClelland, Chairman.

VICE-CHAIRMAN

Donna Cooper asked for nominations for a Vice-Chairman. Harold Wilson and Robert Hetrick nominated Robert Hrin for Vice-Chairman. Nominations were closed.

On a MOTION by Harold Wilson and a SECOND by Robert Hetrick, all the board voting in favor, Robert Hrin was nominated to the seat of Vice-Chairman.

SECRETARY/TREASURER

On a MOTION by Robert Hetrick and a SECOND by Harold Wilson, all the board voting in favor, Sarah Anderson was appointed Secretary/Treasurer.

On a MOTION by Donna Cooper and a SECOND by Robert Hetrick, all the board voting in favor, the Secretary/Treasurer’s salary was set at $900 per month; secretary hours will be 9 AM – 2:30 PM each Tuesday and Thursday.

On a MOTION by Harold Wilson and a SECOND by Donna Coper, all the board voting in favor, Treasurer’s bond was set at $200,000.

ROADMASTER

On a MOTION by Robert Hetrick and a SECOND by Harold Wilson, all the board voting in favor, Daniel Whaling was appointed as Roadmaster.

On a MOTION by Harold Wilson, and a SECOND by Donna Cooper, all the board voting in favor, all full time employees were given a $0.50 raise per hour.

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HOLIDAYS

On a MOTION by Robert Hetrick, and a SECOND by Harold Wilson, all the board voting in favor, paid holidays for fulltime employees are as follows:

FULLTIME EMPLOYEE PAID HOLIDAYS:

NEW YEAR’S DAY: GOOD FRIDAY; MEMORIAL DAY; FOURTH OF JULY; LABOR DAY; THANKSGIVING DAY; 1ST DAY OF BUCK or THE DAY AFTER THANKSGIVING; CHRISTMAS DAY.

LEGAL COUNCIL

On a MOTION by Harold Wilson, and a SECOND by Donna Cooper, all the board voting in favor, the firm of FERRARO, KRUK, AND FERRARO was appointed as legal counsel.

EMERGENCY SUPERVISORS PAY

On a MOTION by Donna Cooper, and a SECOND by Harold Wilson, all the board voting in favor, the supervisors recommended to the auditors that a Supervisor working in an emergency situation should be compensated at $10 per hour.

PLANNING BOARD

On a MOTION by Robert Hetrick, and a SECOND by Harold Wilson, all the board voting in favor, Robert Cooper and Dave Holmes were appointed to serve as alternates on the Planning Board.

VACANCY BOARD

On a MOTION by Harold Wilson, and a SECOND by Donna Cooper, all the board voting in favor, Lee Knox was appointed to the Vacancy Board.

On a MOTION by Donna Cooper and a SECOND by Robert Hetrick, all the board voting in favor, Duane Mowery was appointed to serve on the Appeals Board.

ZONING OFFICER

On a MOTION by Robert Hetrick, and a SECOND by Donna Cooper, all the board voting in favor, Sarah Anderson was appointed to serve as Zoning Officer.

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MEETINGS

On a MOTION by Harold Wilson, and a SECOND by Donna Cooper, all the board voting in favor, the Township monthly meetings were scheduled for the 2nd Tuesday of the month at 7 PM except the November and December meeting will be at 5 PM. The reorganizational meeting for 2020 will begin at 6:30 PM.

VOTING DELEGATE

On a MOTION by Donna Cooper, and a SECOND by Harold Wilson, all the board voting in favor, Robert Hetrick was appointed to be the voting delegate for the Township at the State Association Annual Conference in Hershey.

On a MOTION by Robert Hetrick, and a SECOND by Donna Cooper, all the board voting in favor, Robert Hrin was appointed to be the alternate voting delegate for the Township at the State Association Annual Conference in Hershey.

TAX COLLECTION

On a MOTION by Harold Wilson, and a SECOND by Donna Cooper, all the board voting in favor, the board appointed the “Tax Collection Agency” which is appointed by the TCC (Tax Collection Committee) for EIT (Earned Income Tax) and the LST (Local Tax Services) for the Township for 2019.

TCC …

On a MOTION by Donna Cooper, and a SECOND by Robert Hetrick, all the board voting in favor, Steve McClelland was appointed to represent the Township at the Tax Collection Committee (TCC).

On a MOTION by Donna Cooper, and a SECOND by Robert Hetrick, all the board voting in favor, Harold Wilson was appointed be the alternate to represent the Township at the Tax Collection Committee (TCC).

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COG

On a MOTION by Robert Hetrick, and a SECOND by Donna Cooper, all the board voting in favor, Harold Wilson was appointed to represent the Township at the COG meetings.

On a MOTION by Harold Wilson, and a SECOND by Robert Hetrick, all the board voting in favor, Donna Cooper was appointed to serve as the alternate representative at the COG meetings.

STORMWATER MANAGEMENT COMMITTEE

On a MOTION by Donna Cooper, and a SECOND by Robert Hetrick, all the board voting in favor, Robert Hrin was appointed to represent the Township at the Stormwater Management Committee meetings.

On a MOTION by Harold Wilson, and a SECOND by Donna Cooper, all the board voting in favor, Robert Hetrick was appointed as the alternate to represent the Township at the Stormwater Management Committee meetings.

SEWAGE ENFORCEMENT OFFICER

On a MOTION by Harold Wilson, a SECOND by Donna Cooper, all the board voting in favor, Dave Tinker was appointed as SEO of Washington Township.

On a MOTION by Donna Cooper, a SECOND by Robert Hetrick, all the board voting in favor, Thomas Tinker was appointed as alternate SEO of Washington Township.

On a MOTION by Donna Cooper, a SECOND by Harold Wilson, all the board voting in favor, the COG appeals board will act as the SEO appeals board for Washington Township.

ROAD SUPERVISOR

On a MOTION by Harold Wilson, and a SECOND by Donna Cooper, all the board voting in favor, Robert Hetrick was appointed as Superintendent over the Road Department.

DEPOSITORY

On a MOTION by Harold Wilson, and a SECOND by Robert Hetrick, all the board voting in favor, PLGIT (Pennsylvania Local Government Investment Trust) was appointed as depository for Township funds for 2019.

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TRANSFERS

On a MOTION by Robert Hetrick, a SECOND by Harold Wilson, all the board voting in favor, a $2,000 monthly transfer from the General Fund to the Equipment/Emergency Fund was approved for 2019.

PENSION PLAN

On a MOTION by Donna Cooper, and a SECOND by Robert Hetrick, all the board voting in favor, Sarah Anderson, Secretary was appointed as the Chief Administrator of the Township’s Employee Municipal Pension Plan.

On a MOTION by Donna Cooper, and a SECOND by Harold Wilson, all the board voting in favor, the board moved to waive mandatory employee’s contribution to the Township Municipal Pension Plan.

MILEAGE RATE

On a MOTION by Donna Cooper, and a SECOND by Robert Hetrick, all the board voting in favor, the mileage rate for reimbursement is set at the current IRS which is $0.58.

EMS COORDINATOR

On a MOTION by Harold Wilson, and a SECOND by Donna Cooper, all the board voting in favor, Robert Hrin was appointed to be the Township’s Emergency Management Coordinator.

ADJOURNMENT

On a MOTION by Harold Wilson, and a SECOND by Donna Cooper, all the board voting in favor, the reorganizational meeting was adjourned at 6:52 PM.

Respectfully submitted,

Sarah Anderson,

Secretary/Treasurer

WASHINGTON TOWNSHIP

Regular Monthly Meeting Minutes

January 07, 2019

The Washington Township Supervisors held their regular monthly meeting on Monday, January 07, 2019 following their reorganizational meeting. Members present: Vice-Chairman Robert Hrin, Supervisor Robert Hetrick, Supervisor Donna Cooper, and Supervisor Harold Wilson. Absent was Chairman, Steve McClelland. Also present: Daniel Whaling, Roadmaster and Sarah Anderson, Secretary. Visitor: Jerry Stormer and Cliff Calhoun.

OPEN TO THE FLOOR

Cliff Calhoun, who resides on Calhoun Road, voiced concern to the board that the road has not been serviced for two years. Motorists have to weave around pot holes the whole length of the road. The supervisors will look in to repairing the road and thanked Mr. Calhoun for bringing it to their attention.

MINUTES

On a MOTION by Harold Wilson, a SECOND by Donna Cooper, all the board voting in favor, the minutes of the December 11, 2018, meeting were approved as presented.

VOUCHERS AND PAYROLL

On a MOTION Donna Cooper, a SECOND by Harold Wilson, all the board voting in favor, the vouchers due for payment and the payroll were approved.

TREASURER’S REPORT

On a MOTION by Harold Wilson, a SECOND by Donna Cooper, all the board voting in favor, the Treasurer’s report was approved as presented.

CORRESPONDENCE

1. One zoning permit was issued in December for a shed on White Road.
2. The proposal with Keller Engineers has been signed and emailed. They will do the surveying in January.
3. Borough of Falls Creek – our portion of workman’s compensation premium for the Friendship Hose Company #1 is $1,600 paid quarterly.
4. PSATS is offering a new service in 2019 called the Webinar Power Pass for $79 which gives you unlimited access to webinars.
5. SEO, Dave Tinker reported that septic has been installed at the residence on Bushley Road.

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NEW BUSINESS

On a MOTION by Harold Wilson, a SECOND by Robert Hetrick, all the board voting in favor, Resolution 2019-01, Operating Budget for Jefferson County Tax Collection Committee (TCC) was approved.

A TCC meeting will be held on January 22, 2019 at 7 PM.

OLD BUSINESS

Supervisor, Harold Wilson reported that Solicitor, Greg Kruk is working on a letter to send to the landowner along Route 830 with the RV sitting on it.

Secretary, Sarah Anderson has sent out letters to residents with vehicles parked along township roads.

ROAD REPORT

Roadmaster, Dan Whaling reported that crew has been doing patch work and repairs on equipment.

ADJOURNMENT

On a MOTION by Harold Wilson, a SECOND by Robert Hetrick, all the board voting in favor, as there was no further business or discussion, the meeting was adjourned at 7:10 PM.

Respectfully submitted,

Sarah Anderson,

Secretary/Treasurer