WASHINGTON TOWNSHIP SUPERVISORS

Reorganizational Meeting Minutes

January 02, 2018

The Washington Township Supervisors held their 2018 reorganizational meeting on Tuesday, January 02, 2018. Supervisors present: Robert Hrin, Harold Wilson, Robert Hetrick, Steven McClelland and Donna Cooper. Also present: Daniel Whaling, Roadmaster and Sarah Anderson, Secretary. Visitor: Jerry Stormer.

Salute to the Flag…

CHAIRMAN

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

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

VICE-CHAIRMAN

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

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

SECRETARY/TREASURER

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

On a MOTION by Robert Hrin and a SECOND by Steve McClelland, all the board voting in favor, the Secretary/Treasurer’s salary was set at $900 per month; a $50.00 increase per month.

On a MOTION by Steve McClelland and a SECOND by Robert Hetrick, all the board voting in favor, Treasurer’s bond was set at $200,000.

ROADMASTER

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

On a MOTION by Robert Hrin, and a SECOND by Steve McClelland, all the board voting in favor, all full time employees were given a $0.25 raise per hour and all part time employees were given a $1.00 raise per hour.

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HOLIDAYS

On a MOTION by Robert Hrin, and a SECOND by Steve McClelland, 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 Robert Hetrick, and a SECOND by Robert Hrin, 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 Robert Hetrick, and a SECOND by Steve McClelland, 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 Steve McClelland, and a SECOND by Robert Hetrick, 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 Steve McClelland, and a SECOND by Robert Hrin, all the board voting in favor, Lee Knox was appointed to the Vacancy Board.

On a MOTION by Harold Wilson and a SECOND by Steve McClelland, all the board voting in favor, Duane Mowery was appointed to serve on the Appeals Board.

ZONING OFFICER

On a MOTION by Robert Hrin, and a SECOND by Steve McClelland, 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 Robert Hetrick, 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 2019 will begin at 6:30 PM.

VOTING DELEGATE

On a MOTION by Steve McClelland, and a SECOND by Robert Hrin, 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 Steve McClelland, 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 Robert Hrin, and a SECOND by Steve McClelland, 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 2018.

TCC …

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

On a MOTION by Robert Hetrick, and a SECOND by Robert Hrin, 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/SEWER ASSO. BOARD

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

On a MOTION by Robert Hrin, and a SECOND by Steve McClelland, all the board voting in favor, Donna Cooper was appointed to serve as the alternate representative at the COG/Sewer Board meetings.

STORMWATER MANAGEMENT COMMITTEE

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

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

ROAD SUPERVISOR

On a MOTION by Robert Hrin, and a SECOND by Steve McClelland, all the board voting in favor, Robert Hetrick was appointed as Superintendent over the Road Department.

DEPOSITORY

On a MOTION by Steve McClelland, and a SECOND by Robert Hrin, all the board voting in favor, PLGIT (Pennsylvania Local Government Investment Trust) was appointed as depository for Township funds for 2018.

PENSION PLAN

On a MOTION by Robert Hrin, and a SECOND by Steve McClelland, 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 Robert Hrin, and a SECOND by Steve McClelland, all the board voting in favor, the board moved to waive mandatory employee’s contribution to the Township Municipal Pension Plan.

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MILEAGE RATE

On a MOTION by Robert Hrin, 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 $0.54.

EMS COORDINATOR

On a MOTION by Robert Hetrick, and a SECOND by Steve McClelland, 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 Robert Hrin, all the board voting in favor, the reorganizational meeting was adjourned at 6:46 PM.

Respectfully submitted,

Sarah Anderson,

Secretary/Treasurer

WASHINGTON TOWNSHIP

Regular Monthly Meeting Minutes

January 02, 2018

The Washington Township Supervisors held their regular monthly meeting on Tuesday, January 02, 2018 following their reorganizational meeting. Members present: Chairman Donna Cooper, Vice-Chairman Steve McClelland, Supervisor Robert Hetrick, Supervisor Robert Hrin, and Supervisor Harold Wilson. Also present: Daniel Whaling, Roadmaster and Sarah Anderson, Secretary. Visitor: Jerry Stormer.

MINUTES

On a MOTION by Robert Hetrick, a SECOND by Robert Hrin, all the board voting in favor, the minutes of the December 12, 2017, meeting was approved as presented.

VOUCHERS AND PAYROLL

On a MOTION Steve McClelland, a SECOND by Robert Hetrick, all the board voting in favor, the vouchers due for payment and the payroll were approved.

TREASURER’S REPORT

On a MOTION by Robert Hrin, a SECOND by Steve McClelland, all the board voting in favor, the Treasurer’s report was approved as presented.

CORRESPONDENCE

1. Borough of Falls Creek – our portion of workman’s compensation premium for the Friendship Hose Company #1 is $1,598.75 paid quarterly.
2. Jefferson County – meeting for COG and JCSA is scheduled for January 4, 2018, at 9:00 AM.
3. TCC meeting is scheduled for January 23, 2018, at 7:00 PM.
4. The EADS Group – we have no signed agreement with them. We will use their services on a as needed basis.

NEW BUSINESS

On a MOTION by Steve McClelland, a SECOND by Harold Wilson, all the board voting in favor, Resolution 2018-01, Operating Budget for Jefferson County Tax Collection Committee (TCC) was approved.

Washington Township Supervisors

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OLD BUSINESS

Supervisor, Harold Wilson reported that the Jefferson County Sewage Association is in danger of dissolving. This is due to the Jefferson County Conservation District requesting an increase in their yearly fee that is charged to the JCSA. The increase comes from JCCD restructuring and some personnel retirements.

At this time all JCSA officers have resigned. Dave Tinker has offered to operate the association out of his home if people will come forward to serve as officers.

The board has decided to wait for results of the JCSA meeting on January 4, 2018, before making any decisions. Discussion tabled.

ROAD REPORT

Roadmaster, Dan Whaling will discuss getting a quote to pave Cherry Drive with PennDot Municipal Services Specialist, Jim Schepis.

EXECUTIVE SESSION

On a MOTION by Harold Wilson, a SECOND by Steve McClelland, all the board voting in favor, at this time, 7:43 PM, the Supervisors adjourned into an executive session to discuss personnel.

ADJOURNMENT

On a MOTION by Robert Hrin, a SECOND by Steve McClelland, all the board voting in favor, as there was no further business or discussion, the meeting was adjourned at 8:10 PM.

Respectfully submitted,

Sarah Anderson,

Secretary/Treasurer