

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
September 12, 2023

MEETING MINUTES

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

In attendance were Supervisors Walter Stout, Troy Smith, and Charles Hickman, Secretary Diane Headlee, and township residents Tom Ayres and Jason Rosa.

Before opening the floor for public comments, Mr. Stout announced that there was a need to hold an Executive Session at the end of the meeting to discuss a legal matter. He said that there would be no further action taken when the Board came out of Executive Session, however, it is anticipated that the meeting will not be adjourned, but will be recessed, in case a meeting was needed before the regularly scheduled October 11, 2023 meeting of the Supervisors.

There were no requests to address the Board for public comments.

Correspondence and Reports

1. Received Correspondence:
 - Letter received from employee Jason Rosa's physician releasing him to return to work on Monday, August 28, 2023, with no restrictions.
 - Letter received from Commonwealth of Pennsylvania estimating our Liquid Fuels Allocation will be \$128,460 in 2024. Last year's estimate was \$128,043 and we actually received \$130,622. We use Liquid Fuels funds primarily for our tar and chipping program.
2. The Planning Board did not meet on September 7th as there were no items for consideration.
3. Zoning Hearing Board: No meeting necessary.
4. Park Board: A meeting was held on September 11, 2023. The Trunk or Treat will be held on October 28, 2023 from 2PM – 4PM at the Washington Township Park. In case of inclement weather, it will be held at the Washington Township Maintenance Garage.
5. Roadmaster's Report: The road crew continued with the second mowing of the township road banks, cleaning ditches, doing shoulder work and working up the gravel roads. They worked on the driveways on Waterdam Road where the temporary Windstream cable crosses them, in preparation for the waterline project. The road crew continues to clearing trees and limbs from the township roads as

Agenda

needed. They also continue lawn maintenance at the park and around the office and shop. They also performed maintenance on the township-owned equipment.

6. Solicitor's Remarks: Solicitor was not in attendance
7. CEO/Zoning Report: Harshman's report was distributed and reviewed by the supervisors.

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. All aye - motion carried
2. The Chairman asked the Board for a motion to approve the August 8, 2023 regular meeting minutes as presented. The motion was made by Charles Hickman to approve the minutes with no additions or corrections, and seconded by Walter Stout. All aye - motion carried

B. Specific

1. Business Operations

a. Purchase of a Certificate of Deposit – Impact Fee Account

The Chairman asked the Board to consider a motion to invest an additional \$1,000,000 of the unreserved fund balance held in the Impact Fee Fund account in a 6-Month Certificate of Deposit (CD) at First National Bank of Pennsylvania, at an annual rate of 5.0%, with an approximate earned interest of \$24,746.24 at maturity. The motion was made by Troy Smith and seconded by Charles Hickman. All aye – motion carried.

b. Approval of Treasurer's Report for period ending August 31, 2023

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>ARPA</u>
Beginning Balance	\$ 364,381.32	\$ 157,065.35	\$ 37,832.49	\$ 58,764.20
Revenues	22,342.48	86.71	207.34	119.78
Expenditures	<u>-78,470.19</u>	<u>-0.00</u>	<u>-1,934.50</u>	<u>-0.00</u>
Ending Balance	\$ 308,253.61	\$ 157,152.06	\$ 36,105.33	\$ 58,883.98

	<u>Fire Fund</u>		<u>Impact Fee</u>
Beginning Balance	\$ 11,938.81	Beginning Balance	\$ 1,359,112.78
Revenues	103.82	Revenues - Interest	1,841.48
Expenditures	<u>-50.00</u>	Other	0.00

Agenda

Ending Balance	\$ 11,992.63	Expenditures	-7,716.87
		Purchase of Cert. of Deposit	<u>-1,000,000.00</u>
		Available Cash Balance	\$ 353,237.39
		Investments Held	<u>\$ 2,200,000.00</u>
		Total Account Balance	\$ 2,553,237.39

The Chairman asked the Board to consider a motion to approve the Treasurer's report for the period ending August 31, 2023 and direct that it be filed for audit. The motion was made by Charles Hickman and seconded by Walter Stout. All aye – motion carried.

c. Bills & Transfers for Approval for All Funds for August, 2023

The Chairman asked the Board to consider a motion to approve the payment of the August, 2023 bills, payroll and intra-fund transfers, as listed (see Minute Book file), from the following accounts:

General Fund	\$54,396.67
Machinery Fund	1,934.50
Fire Fund	50.00
Liquid Fuels Fund	125,831.16
Impact Fund	<u>3,273.87</u>
Total Bills, Payroll & Transfers	\$ 185,486.20

The motion was made by Charles Hickman and seconded by Troy Smith. All aye – motion carried.

2. Township Supervisors

a. Ordinances/Resolutions

1. Mitcheltree Brothers Escrow Fund Status

Prior to the start of timbering operations on the Victoria Funk property, Micheltree Brothers Logging & Lumber, Inc., pursuant to Resolution #4 of 2021, placed \$3,000 in an escrow account to be used to pay for any expenses for damages caused by a logging company performing timbering operations in the township. The logging operation has been completed and upon inspection, no damages were noted to any township roadways. As required by the Resolution, the Board of Supervisors will vote, at a public meeting, on the amount to be returned to the operator from the special account.

Pursuant to Resolution #4 of 2021, the Chairman asked the Board to consider a motion to return to Micheltree Brothers Logging & Lumber, Inc., the full \$3,000 previously placed in escrow by them, as there was no damage done to township property during recent

timbering operations. The motion was made by Charles Hickman and seconded by Walter Stout. All aye – motion carried.

b. Agreements, Contracts

1. Heavy Hauling Agreement Renewal – Consol PA Coal

The Chairman asked the Board to consider a motion to approve a one-year renewal of Heavy Hauling Agreements with Consol Pennsylvania Coal Co. LLC, for Pettit Road (T-409), with an effective date of August 1, 2023 to July 31, 2024 for a fee of \$300.00, pursuant to the approved Schedule of Fees. The motion was made by Charles Hickman and seconded by Troy Smith. All aye – motion carried.

2. Excavator Rental for Water Dam Road Water Line Construction

In accordance with the agreement with SPWA to construct the water line on Waterdam Road, the township is required to backfill the excavated ditch. Quotes were solicited for a large excavator, as the one owned by the township is too small to adequately perform the necessary work. Three quotes were received for monthly rental as follows:

United Rentals	\$4,850.00/month
Black Diamond Equipment Rental.	\$5,150.00/month
Cleveland Brothers (CAT)	\$5,240.00/month

The Chairman asked the Board to consider a motion to approve the rental of an excavator from United Rentals at a quoted base monthly charge of \$4,850, to be used by township personnel to backfill the ditch as the Waterdam Road water line is installed pursuant to the agreement with the Southwestern PA Water Authority. The motion was made by Troy Smith and seconded by Charles Hickman. All aye – motion carried.

New Business: There was no new business to discuss.

Information & Announcements

- Flex-base paving on Byard and Top Roads is anticipated to be done on September 21 & 22, depending on weather conditions.
- Waterline construction on Waterdam Road is expected to begin during the week of either September 18 or September 25, depending on SPWA work scheduling.
- Fall Township Clean-up Day will be from 8:00 am until 4:00 pm, Saturday, October 21st, 2023.

Agenda

- Pending an announcement by the Park Board, it is anticipated that Trunk or Treat for Township children will be from 2:00 until 4:00, Saturday, October 28 at the Park, (maintenance garage in case of inclement weather).
- Upcoming Meetings
 - Supervisor's Regular Meeting, Tuesday, October 10, at 6:30 p.m.
 - Planning Board, Thursday, October 5, at 7:30 p.m.
 - Zoning Hearing Board, meets as needed.
 - Park Board, meets as needed.

Public Comment/Questions: There were no public comment or questions.

Executive Session

The Chairman asked the Board to consider a motion for the Supervisors to go into Executive Session at 6:56 p.m. to discuss a legal matter that had arisen that day with the Solicitor. The motion was made by Troy Smith and seconded by Charles Hickman. Motion carried.

On a motion by Charles Hickman, and seconded by Walter Stout, the Board came out of Executive Session at 7:05 p.m. Motion carried.

The Chairman then asked the Board consider a motion at 7:05 p.m. to recess the meeting until further notice. The motion was made by Troy Smith and seconded Walter Stout. Motion carried. The meeting is in recess.

s/Walter S. Stout _____ Chairman

s/P. Diane Headlee _____ Secretary/Treasurer