

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
December 12, 2023

MEETING MINUTES

Walter Stout, Chairman, called the December 12, 2023 meeting of the Washington Township Supervisors to order at 6:30 PM. In attendance were Supervisors Walter Stout, Troy Smith, and Charles Hickman, Secretary Diane Headlee, and township residents Jason Rosa and Tom Ayres.

I. Requests to Address the Board/Public Comment – there were no requests to address the Board.

II. Correspondence and Reports

1. Received Correspondence:

- Received the 2024 Certified Summary Tax Assessment roll from the County Assessment Office showing a total taxable assessment of \$48,985,609 in the township. This is a decrease of \$423,724 in tax assessment from 2023 due mainly to coal depletion. The change equates to a total decrease in tax revenue in the General, Machinery and Fire funds of approximately \$1,555 collectively at face.

2. Planning Board: The Board did not meet on December 7th due to the lack of any items needing attention or action.

3. There was no action needed by the Zoning Hearing Board in November. As such, there was no meeting.

4. Park Board: No meeting scheduled.

5. Roadmaster's Report: Work is continuing on the Waterdam Road waterline installation project with SPWA. The project is over half completed. Crews continue to do maintenance on the township-owned trucks and related equipment, including preparing the vehicles for snow removal. The crews also are removing trees and limbs from the township roads as needed.

6. Solicitor's Remarks: No report or comments.

7. CEO/Zoning Report – Harshman's report was distributed and reviewed by the supervisors.

III. 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, seconded by Walter Stout. All aye - motion carried

Minutes

2. The Chairman asked the Board for a motion to approve the of Minutes of the November 14, 2023 Regular Meeting. There were no additions or corrections made. The motion was made to approve the Minutes as presented, by Troy Smith, seconded by Charles Hickman. All aye - motion carried

B. Specific

1. Personnel

a. Gwen McCullough, Township Auditor Appointment

There was no Township Auditor candidate for the six-year term on the ballot in the November, 2023 General Election. Therefore, the Supervisors need to appoint a resident meeting the requirements to fill the position. The Chairman asked the Board to consider a motion to appoint former township auditor Gwen McCullough, who has agreed to fill the six-year term of Township Auditor, which runs through the first Monday in January, 2030. The motion was made by Charles Hickman, seconded by Walter Stout. All aye – motion carried

2. Business Operations

a. Approval of Treasurer’s Report for period ending November 30, 2023

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>ARPA</u>
Beginning Balance	\$ 284,416.26	\$ 29,386.78	\$ 32,123.38	\$ 59,120.39
Revenues	23,126.06	9.64	16.41	158.94
Expenditures	<u>-39,900.04</u>	<u>-17,996.39</u>	<u>-2,796.01</u>	<u>-0.00</u>
Ending Balance	\$ 267,642.28	\$ 11,400.03	\$ 29,343.78	\$ 59,279.33

	<u>Fire Fund</u>		<u>Impact Fee</u>
Beginning Balance	\$ 12,008.78	Beginning Cash Balance	\$ 419,756.78
Revenues	6.40	Revenues - Interest	1,121.06
Expenditures	<u>-50.00</u>	Other	0.00
Ending Balance	\$ 11,965.18	Expenditures	<u>-6,481.51</u>
		Available Cash Balance	\$ 414,396.33
		Investments Held	<u>\$ 2,000,000.00</u>
		Total Account Balance	\$ 2,414,396.33

The Chairman asked the Board to consider a motion to approve the Treasurer’s report for the period ending November 30, 2023 and direct that it be filed for audit. The motion was made by Charles Hickman, seconded by Troy Smith. All aye – motion carried

b. Bills & Transfers for Approval for All Funds for November, 2023

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

General Fund	\$ 37,771.65
Machinery Fund	2,796.01
Fire Fund	50.00
Liquid Fuels Fund	9,247.64
Impact Fund	<u>6,734.53</u>
Total Bills, Payroll & Transfers	\$ 56,599.73

The motion was made by Charles Hickman, seconded by Walter Stout.
All aye – motion carried

3. Operations, Buildings, Grounds & Highways

4. Township Supervisors

a. Ordinances, Resolutions

1. Adoption of Resolution #3 of 2023 - Transfer of Funds – Impact to General

The Chairman asked the Board to consider motion to approve the following Resolution:

BE IT RESOLVED that \$50,000 be transferred to the General Fund from the Impact Fee Fund pursuant to the 2023 General Fund Budget as adopted on December 13, 2022.

The motion was made by Charles Hickman, seconded by Walter Stout. All aye – motion carried

2. Adoption of Resolution #4 of 2023 - Transfer of Funds - Fire Companies

The Chairman asked the Board to consider motion to approve the following Resolution:

BE IT RESOLVED that the 2023 contribution of \$11,500 be paid to the Waynesburg-Franklin Township Fire Company and to the Amwell Township Fire Company in the appropriate percentages (79% and 21% respectively) from the Fire Fund, pursuant to the agreements with those fire companies.

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

3. Adoption of Resolution #5 of 2023 - Approval of 2024 Final Budgets

The Chairman asked the Board to consider motion to approve the following Resolution:

BE IT RESOLVED that the 2024 Final Budgets be approved for the various township accounts, with minor changes to the proposed budgets which were approved at the budget workshop meeting on November 8, 2023. A copy of the full budget package is available from the Secretary/Treasurer and in the township office-Minute Book file).

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
General Fund	\$ 801,275	\$ 631,275
ARPA	59,325	59,325
Machinery Fund	52,100	34,700
Fire Fund	12,190	11,850
Liquid Fuels Fund	140,460	116,000

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

4. Adoption of Resolution #6 of 2023 – Tax Levies for 2024

The Chairman asked the Board to consider motion to approve the following Resolution:

BE IT RESOLVED that the following tax rates for the General, Machinery and Fire Funds be established for the year of 2024, with said rates for 2024 remaining the same as they were for 2023. In accordance with Sections 3205 and 3208 of the Second Class Township Code, the millage on each \$1,000 of assessed value, and the cents on each \$100 of assessed value are as follows:

<u>Fund</u>	<u>Millage/\$1000</u>	<u>Cents/\$100</u>
General	2.91	29.10
Machinery	0.50	5.00
Fire	<u>0.26</u>	<u>2.60</u>
Total	3.67 mills	36.70 cents

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

b. Agreements, Contracts

1. Heavy Hauling Agreement – EQT Production Co.

The Chairman asked the Board to consider a motion to approve a one-year renewal of a Heavy Hauling Agreement with EQT

Minutes

Production Co. for Morris Road (T-414), with an effective date of December 1, 2023 to November 30, 2024, for a fee of \$300.00 pursuant to the approved Schedule of Fees. The motion was made by Troy Smith, seconded by Charles Hickman. All aye – motion carried

IV. New Business

The new blower for blowing the leaves out of the ditches and culverts will be delivered on Thursday, December 14, 2023.

V. Information & Announcements

- Upcoming Meetings
 - Supervisor’s Reorganization, Tuesday, January 2, 2024 at 6:30 pm
 - Township Auditors’ Reorganization, Wednesday, January 3, 2024 at 7:00 pm
 - Supervisor’s Regular Meeting, Tuesday, January 9, 2024 at 6:30 pm
 - Planning Board, Thursday, January 4, 2023 at 7:30 p.m.
 - Zoning Hearing Board and Park Board meets as needed.

VI. Public Comment/Questions: There were not public comments or questions.

VII. Adjournment

There being no further business, the meeting adjourned at 6:52 p.m. on a motion by Troy Smith, seconded by Charles Hickman, with all voting ‘aye’.

s/Walter S. Stout Chairman

s/P. Diane Headlee Secretary/Treasurer