

**WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS**

112 Municipal Lane  
Prosperity, PA 15329  
February 9, 2016

**MINUTES**

Walter Stout, Chairman called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

In attendance were Supervisors Walter Stout, Correan Stewart, and Troy Smith; and Diane Headlee, Secretary, and several township residents. Absent was Dennis Makel, Solicitor.

There was no public comment.

A motion to approve the Agenda was made by Correan Stewart and seconded by Troy Smith. Motion carried.

**Correspondence and Reports**

1. Received Correspondence – there was no correspondence to be reviewed.
2. Planning Board – meeting was held, review of the McVay lot split.
3. Zoning Board – there was no meeting held in January.
4. Park Board – there was meeting held on February 3, 2016
5. Roadmaster's Report – Troy Smith gave the report.
6. Solicitor's Remarks – Dennis Makel had no remarks
7. EQT – Casey Durdines commented on the drilling activities on the well pads. Shipman Pad there is a tophole rig through the 3rd week of February; horizontal rig will arrive there the 4<sup>th</sup> week of February. Frac is scheduled for Big Sky the 3<sup>rd</sup> week of March.

A motion to approve the minutes of the January 4, 2016 Re-Organization meeting, the January 4, 2016 regular meeting, and the January 12, 2016 Recessed meeting was made by Troy Smith and seconded by Correan Stewart. Motion carried.

The Treasurer's Report for bank statements ending January 29, 2016 was given by Diane Headlee.

	<b>General</b>	<b>Liquid Fuels</b>	<b>Machinery</b>
<b>Beginning Balance</b>	\$294,758.56	\$35,153.81	\$85,182.33
<b>Revenues</b>	\$ 26,433.72	\$ 4.37	\$ 203.71
<b>Expenditures</b>	\$ 34,352.02	\$ 0.00	\$ 0.00
<b>Ending Balance</b>	\$286,840.26	\$35,158.18	\$85,386.04

A motion to approve the Treasurer's report and file it for audit was made by Troy Smith and seconded by Correan Stewart. Motion carried.

I. Personnel

a. Elected Office, Appointed Boards & Contracted Personnel

1. Appointments to Park Board

Walter Stout, Chairman asked the board to consider approval of a motion appointing township residents Sarah Cyprowski and Kristen Sproat to the Park Board, with an effective date of Jan 4, 2016. Motion was made by Correan Stewart and seconded by Troy Smith. Motion carried.

2. Park Board - Establishment of Terms

In accordance with the applicable Township Ordinance, the Park Board members are appointed for five year terms with no more than two terms expiring in the same year to maintain consistency.

The Chairman asked the board to consider a motion to establish the terms of the Park Board members as follows:

<u>Name</u>	<u>Term Expires</u>
Nancy Koenig	Dec. 31, 2018
Terry Meek	Dec. 31, 2019
Tammy Smith	Dec. 31, 2019
Debbie Stephenson	Dec. 31, 2020
Shauna Tretinik	Dec. 31, 2020
Sarah Cyprowski	Dec. 31, 2021
Kristen Sproat	Dec. 31, 2021

Motion was made by Troy Smith and seconded by Correan Stewart. Motion carried. Letters of appointment to the Park Board will be sent to Sarah Cyprowski and Kristen Sproat.

II. Business Operations

a. Bills for Approval for All Funds

The Chairman asked the board to consider approval of the payment of the monthly bills (see Minute Book file for list), from the following accounts:

General Fund	\$ 22,807.06
Liquid Fuels Fund	0

Machinery Fund	0
Impact Fund	0
Other Funds	0

A motion to approve the payment of the bills was made by Correan Stewart and seconded by Walter Stout. Motion carried.

b. Opening/Awarding of Bids

1. Opening and Awarding of Stone/Road Oil Bids

Bid Tab - Washington Township - Greene County - February 9, 2016							
	Item #1	Item #2	Item #3	Item #4	Item #5	Item #6	Item #7
2016 - Bidder	2,000 Tons 1B Aggregate (#8), washed, more or less	2,000 Tons #67 Stone, more or less	40,000 Gallon E-3 Oil, more or less	2,000 Tons 2B Crushed Aggregate (#57), more or less	2,000 Tons 2A Crush and Run (3/4"), more or less	1,000 Tons #3 Rail Ballast, more or less	50 Tons Rock Salt (CoStars), more or less
Russell Standard			\$2.16/gal				
Suite-Kote			2.073/gal				
Midland Asphalt			\$2.17/gal				
Greer Limestone	\$29.00	\$22.50		\$22.50	\$18.75	\$22.00	
Laurel Aggregates	\$26.45	\$20.45		\$20.45	\$17.45	\$19.45	
Youngblood Paving			\$2.18/gal				

After review by Mr. Makel at the meeting, the Chairman asked the board to consider awarding contracts to the successful bidders for the stone and road oil pursuant to the bids received and opened. Pursuant to the lowest bids received, a motion to award the stone contract to Laurel Aggregates was made by Correan Stewart and motion was seconded by Walter Stout. Motion carried.

Again, per the lowest bid received, a motion to award the E-3 Oil contract to Suite-Kote was made by Correan Stewart and seconded by Troy Smith. Motion carried.

2. Opening and Awarding of Bids – Used Truck and Tractor

Bids were received and opened on Monday, February 8 for the 2011 International dump truck and the 1992 Case tractor and side mower. The bids received are as follows:

a. For the 2011 Truck:

<u>Bidder</u>	<u>Amount</u>
K W Sales, LLC	\$16,000.00
Charles & Jordan Murn	\$15,001.00

The Chairman asked the board to consider a motion to reject all bids received for the 2011 International dump truck. Motion was made by Correan Stewart and seconded by Troy Smith. Motion carried.

b. For the Case Tractor

<u>Bidder</u>	<u>Amount</u>
Thomas Donahoo	\$1,527.00
Leonard Dulaney	\$1,535.00
Pete & Jason Rosa	\$3,001.00
K W Sales, LLC.	\$3,168.00

The Chairman asked the board to consider a motion to accept the bid received from KW Sales, LLC for the highest submitted bid of \$3,168.00 for the 1992 Case tractor and side mower. The motion was made by Correan Stewart and seconded by Troy Smith. Motion carried.

### III. Operations, Buildings, Grounds & Highways

#### a. Opening/Awarding of Bids

##### 1. Opening and Awarding of Bids – Relocation of Infrared Heaters

Pursuant to Section 3102, requests for written quotes were sent to four local contractors for the labor and materials required to relocate the four infrared tube heaters in the township maintenance building. Three quotes were received and were opened on Monday, February 8, and are as follows:

<u>Bidder</u>	<u>Quote Amount</u>
Bruno Plumbing & Heating	\$ 14,695.00
Trader's Plumbing & Heating	\$ 7,600.00
Watson & Sons Plumbing, Inc.	\$ 8,800.00

The Chairman asked the board to consider a motion to award the bid to Trader's Plumbing and Heating for the labor and material required to relocate the four infrared tube heaters in the township maintenance building pursuant to their low quote of \$7,600.00. Motion was made by Correan Stewart and seconded by Walter Stout. Motion carried.

2. Acceptance of Quote – Park Pavilion Counters

The Chairman asked the board to consider a motion to accept the quote received from The Hughes Corporation for \$1,800 to provide labor and materials to construct and install large counter tops along the west and south sides of the large picnic pavilion at the township park. Motion was made by Troy Smith and seconded by Correan Stewart. Motion carried.

Park Board member Debbie Stephenson commented that this money would come from a grant that was previously given to the township.

3. Acceptance of Proposal for Updating the Comprehensive Plan – Mackin Engineering

Planning for future growth and development in a community is the responsibility of the governing body and the Township Planning Board. The Comprehensive Plan in a township is the document which develops the goals and objectives and guides the various governing boards in its decision-making regarding current and future land use and development. The plan document consists of three separate parts: 1) background studies; 2) community goals and objectives; and 3) planning for future actions regarding the development of various components such as future land use, housing, transportation and community facilities. Once completed, the Comprehensive Plan has many uses, from land use ordinance modifications, for use in grant writing, and in general, for determining the direction and types of growth in the township. The current Comprehensive Plan was adopted more than ten years ago and needs to be updated to take into consideration the changes that occur naturally over time.

The Chairman asked the board to consider a motion to accept the submitted proposal and appoint Mackin Engineering Company to serve as the professional consultant in the development of an updated Township Comprehensive Plan at a cost of \$50,000, to be paid from the Impact Fee revenue provided by Act 13. The project will begin with a public meeting to be held at 7:00 pm, on February 25, 2016 at the former Greene ARC building. The motion was made by Correan Stewart and seconded by Troy Smith. Motion carried.

4. Purchase of New Tractor and Side Mower

To replace the Case tractor and side mower that was sold, quotes were solicited through the Pennsylvania Co-operative Purchasing program (Costars) for an equal to or better than a John Deere model 5085 tractor, along with several models of Tiger and Alamo side mowers. The quotes are as follows:

Middletown Tractor Sales	JD 5085M w/Alamo Versa 60" mower	87,704.90
Walsh Equipment	JD 5085M w/60" Side Rotary Super mower	82,081.74
Walsh Equipment	JD 5085M w/60" Side Rotary Extreme mower	83,865.50

The Chairman asked the board to consider a motion to purchase, through the Pennsylvania Co-operative Purchasing program (Costars) a John Deere model 5085M tractor with an Alamo 60" Versa side mower from Middletown Tractor Sales, at the quoted price of \$87,704.90 to replace the Case 695 tractor and side mower that was sold. The tractor, as quoted by Middletown, has a 32/16 transmission, thus the difference in pricing. The motion was made by Correan Stewart and seconded by Troy Smith. Motion carried.

IV. Township Supervisors

a. Ordinances, Resolutions & Policies

1. Establishment of 2016 Park Fees

The Chairman asked the board to consider a motion to set the 2016 usage fees for the Washington Township Park as follows:

Full day (11am – 9pm)	\$90.00
Afternoon day (11am – 5pm)	60.00
Evening (6pm – 9pm)	30.00

The motion was made by Correan Stewart and seconded by Walter Stout. Motion carried.

2. Establishment of Schedule of Fees

The Chairman asked the board to consider a motion to adopt the following Resolution (#1-2016):

BE IT RESOLVED that pursuant to applicable law, the Township Supervisors hereby establishes a Schedule of Fees for permits for Zoning, Subdivision and Land Development, Heavy Hauling, Highway Occupancy (Encroachment, Boring & Cutting), and Utility Crossing, effective February 10, 2016. (See Minute Book file).

The motion was made by Correan Stewart and seconded by Troy Smith. Motion carried.

3. Heavy Hauling Agreement – EQT Production Co.

The Chairman asked the board to consider a motion to approve a Heavy Hauling Agreement, dated January 21, 2016, with EQT Production Co. for Byard Road (T-514), for a fee of \$300.00 pursuant to the Schedule of Fees. Motion was made by Correan Stewart and seconded by Walter Stout. Motion carried.

4. Heavy Hauling Agreements – EQT Gathering OPCO, LLC.

The Chairman asked the board to consider a motion to approve a Heavy Hauling Agreements dated February 10, 2016, with EQT Gathering OPCO, LLC., for the following township roads: Wood Lane (T-556), Greene Valley Road (T-546), Craynes Run Road (T-551), Oak Lane (T-562), Wilman Hill Road (T-552), and Good Hill Road (T-557), for a fee of \$300.00 each pursuant to the Schedule of Fees, for the installation of natural gas pipeline. Motion was made by Correan Stewart and seconded by Walter Stout. Motion carried.

5. Road Encroachment Permits – EQT Gathering OPCO, LLC.

The Chairman asked the board to consider a motion to approve Road Encroachment Permits, dated February 10, 2016, with EQT Gathering OPCO, LLC., for the following township roads: Wood Lane (T-556), Greene Valley Road (T-546), Craynes Run Road (T-551), Oak Lane (T-562), Wilman Hill Road (T-552), and Good Hill Road (T-557), for a fee of \$50.00 each pursuant to the Schedule of Fees, for the installation of natural gas pipeline. The motion was made by Correan Stewart and seconded by Troy Smith. Motion carried.

6. Road Bore Permit – EQT Gathering OPCO, LLC.

The Chairman asked the board to consider a motion to approve an Application for a Road Bore Permit dated February 10, 2016, with EQT Gathering OPCO, LLC. for Wilman Hill Road (T-552), at a fee of \$1,200.00 pursuant to the Schedule of Fees, for the installation of natural gas pipeline. The motion was made by Correan Stewart and seconded by Walter Stout. Motion carried.

7. Open Road Cut Permit – EQT Gathering OPCO, LLC.

The Chairman asked the board to consider a motion to approve an Application for an Open Road Cut Permit dated February 10, 2016, with EQT Gathering OPCO, LLC. for Greene Valley Road (T-546), for the installation of natural gas pipeline. The request died for lack of a motion.

The Chairman then asked for a motion to approve an Application for a Road Bore Permit from EQT Gathering OPCO, LLC for Greene Valley Road (T-546) in lieu of an open cut. The motion was made by Correan Stewart and seconded by Troy Smith. Motion carried.

V. New Business

There was no new business.

VI. Information & Announcements

- Public Meeting for the development of the Township's Comprehensive Plan – 7:00 p.m. Thursday, February 25, 2016 at the MTTC Building, ( former Greene Arc).

VII. Public Comment/Questions

Leroy Hickman asked about the delivery of the new tractor. Mr. Stout stated that we hope to have it around the first of May.

X. Adjournment

There being no further business to attend to Correan Stewart made a motion to adjourn the meeting, Troy Smith seconded. Motion carried. Meeting adjourned at 7:47 p.m.

/s/ Walter S. Stout, Chairman

/s/ P. Diane Headlee, Secretary/Treasurer