

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
February 9, 2016

MEETING AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Requests to Address the Board/Public Comment
- V. Correspondence and Reports
 - 1. Received Correspondence
 - 2. Planning Board
 - 3. Zoning Board
 - 4. Park Board
 - 5. Roadmaster's Report
 - 6. Solicitor's Remarks
- VI. Discussion & Action Items
 - A. Routine
 - 1. Approval of Agenda with/without Addendum
 - 2. Approval of Minutes
 - 3. Approval of Treasurer's Report

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

Recommended Action

Consider a motion to approve the Treasurer's report and direct that it be filed for audit.

B. Specific

1. Personnel

a. Elected Office, Appointed Boards & Contracted Personnel

1. Appointments/Resignations

a. Appointments to Park Board

Recommended Action

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.

b. 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.

Recommended Action

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

2. Business Operations

a. Bills for Approval for All Funds

Recommended Action

Consider approval of the payment of the monthly bills as listed on the attached, from the following accounts:

General Fund	\$ 22,807.06
Liquid Fuels Fund	0
Machinery Fund	0
Impact Fund	0
Other Funds	0

b. Opening/Awarding of Bids

1. Opening and Awarding of Stone/Road Oil Bids

Recommended Action

Consider awarding contracts to the successful bidders for the stone and road oil pursuant to the bids received and opened at this evening's meeting.

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

Recommended Action

Consider a motion to reject all bids received for the 2011 International dump truck.

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

Recommended Action

Consider a motion to accept the bid received from KW Sales, LLC for the submitted bid of \$3,168.00 for the 1992 Case tractor and side mower.

3. Operations, Buildings, Grounds & Highways

a. Opening/Awarding of Bids

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

Requests for 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

Recommended Action

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 bid of \$7,600.00.

2. Acceptance of Quote – Park Pavilion Counters

Recommended Action

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.

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.

Recommended Action

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.

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

Recommended Action

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.

4. Township Supervisors

a. Ordinances, Resolutions & Policies

1. Establishment of 2016 Park Fees

Recommended Action

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

2. Establishment of Schedule of Fees

Recommended Action

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. The Schedule of fees is attached.

3. Heavy Hauling Agreement – EQT Production Co.

Recommended Action

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.

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

Recommended Action

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.

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

Recommended Action

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.

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

Recommended Action

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.

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

Recommended Action

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.

VII. New Business

VIII. 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).

IX. Public Comment/Questions

X. Adjournment