WASHINGTON TOWNSHIP SUPERVISORS

Reorganizational Meeting Minutes

January 06, 2020

The Washington Township Supervisors held their 2020 reorganizational meeting on Monday, January 06, 2020. Supervisors present: Robert Hrin, Robert Hetrick, Steve McClelland and Donna Cooper. Absent was Supervisor, John Lougee. Also present: Daniel Whaling, Roadmaster and Sarah Anderson, Secretary. Visitor: Jerry Stormer.

Salute to the Flag…

CHAIRMAN

Steve McClelland asked for nominations for a temporary Chairman. Robert Hrin MOTIONED to nominate Steve McClelland as temporary Chairman with a SECOND by Robert Hetrick . All the board voted in favor. Nominations were closed.

Temporary Chairman, Steve McClelland asked for Chairman nominations. Robert Hrin MOTIONED to nominate Donna Cooper as Chairman with a SECOND by Steve McClelland. All the board voted in favor. Steve McClelland handed the gavel over to Donna Cooper, Chairman.

VICE-CHAIRMAN

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

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

SECRETARY/TREASURER

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

On a MOTION by Steve McClelland and a SECOND by Robert Hrin, all the board voting in favor, the Secretary/Treasurer’s salary was set at $950 per month.

On a MOTION by Robert Hrin and a SECOND by Robert Hetrick, all the board voting in favor, Treasurer’s bond was set at $260,000.

ROADMASTER

On a MOTION by Robert Hrin and a SECOND by Steve McClelland, 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 and part time employees were given a $0.50 raise per hour.

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HOLIDAYS

On a MOTION by Robert Hetrick, and a SECOND by Robert Hrin, 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 MONDAY OF BUCK or THE DAY AFTER THANKSGIVING; CHRISTMAS DAY.

LEGAL COUNCIL

On a MOTION by Robert Hrin, and a SECOND by Steve McClelland, 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 Hrin, 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 $14 per hour.

PLANNING BOARD

On a MOTION by Robert Hetrick, and a SECOND by Steve McClelland, all the board voting in favor, Robert Cooper and Dave Holmes were appointed to serve as alternates on the Planning Board.

On a MOTION by Robert Hetrick, a SECOND by Steve McClelland, all the board voting in favor, Tom Minns was appointed to 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 Robert Hetrick and a SECOND by Robert Hrin, all the board voting in favor, Duane Mowery was appointed to serve on the Appeals Board.

ZONING OFFICER

On a MOTION by Steve McClelland, and a SECOND by Robert Hrin, all the board voting in favor, Sarah Anderson was appointed to serve as Zoning Officer.

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MEETINGS

On a MOTION by Robert Hrin, and a SECOND by Steve McClelland, all the board voting in favor, the Township monthly meetings were scheduled for the 2nd Tuesday of the month at 7 PM except the October, November and December meetings will be at 5 PM. The reorganizational meeting for 2021 will be January 4th 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 2020.

TCC …

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

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COG

On a MOTION by Robert Hrin, and a SECOND by Steve McClelland, all the board voting in favor, Donna Cooper was appointed to represent the Township at the COG meetings.

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

STORMWATER MANAGEMENT COMMITTEE

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

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

SEWAGE ENFORCEMENT OFFICER

On a MOTION by Robert Hrin, a SECOND by Steve McClelland, all the board voting in favor, Dave Tinker was appointed as SEO of Washington Township.

On a MOTION by Steve McClelland, a SECOND by Robert Hetrick, all the board voting in favor, Thomas Tinker was appointed as alternate SEO of Washington Township.

On a MOTION by Robert Hrin, a SECOND by Robert Hetrick, all the board voting in favor, the COG appeals board will act as the SEO appeals board for Washington Township.

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.

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DEPOSITORY

On a MOTION by Robert Hetrick, and a SECOND by Steve McClelland, all the board voting in favor, PLGIT (Pennsylvania Local Government Investment Trust) was appointed as depository for Township funds for 2020.

TRANSFERS

On a MOTION by Robert Hetrick, a SECOND by Steve McClelland, all the board voting in favor, a $2,000 monthly transfer from the General Fund to the Equipment/Emergency Fund was approved for 2020.

PENSION PLAN

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

MILEAGE RATE

On a MOTION by Robert Hrin, and a SECOND by Steve McClelland, all the board voting in favor, the mileage rate for reimbursement is set at the current IRS which is $0.575.

EMS COORDINATOR

On a MOTION by Steve McClelland, and a SECOND by Robert Hetrick, all the board voting in favor, Robert Hrin was appointed to be the Township’s Emergency Management Coordinator.

ADJOURNMENT

On a MOTION by Robert Hrin, and a SECOND by Robert Hetrick, 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 06, 2020

The Washington Township Supervisors held their regular monthly meeting on Monday, January 06, 2020 following their reorganizational meeting. Members present: Chairman Donna Cooper, Vice-Chairman Robert Hrin, Supervisor Robert Hetrick, and Supervisor Steve McClelland. Absent was Supervisor, John Lougee. Also present: Daniel Whaling, Roadmaster and Sarah Anderson, Secretary. Visitor: Jerry Stormer.

OPEN TO THE FLOOR

MINUTES

On a MOTION by Steve McClelland, a SECOND by Robert Hetrick, all the board voting in favor, the minutes of the December 10, 2019, meeting were approved as presented.

VOUCHERS AND PAYROLL

On a MOTION Robert Hrin, 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. One zoning permit was issued in December for a pole barn on Westville Road.
2. EADS will be in contact with us soon to meet and discuss zoning.
3. General will be sending a Draft of the Code for our review soon.
4. Dave Tinker, SEO, sent the 2019 Township Activity report of sewage applications.

NEW BUSINESS

On a MOTION by Steve McClelland, a SECOND by Robert Hrin, all the board voting in favor, Resolution 2020-01, Operating Budget for Jefferson County Tax Collection Committee (TCC) was approved.

A TCC meeting will be held January 28, 2020 at 7 PM.

A COG meeting will be held January 27, 2020 at 6:30 PM.

On a MOTION by Steve McClelland, a SECOND by Robert Hrin, all the board voting in favor, the Caruso / Calhoun subdivision was approved as recommended by the Planning Board.

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PMRS sent all necessary documents to update / re-state the Township’s non-uniform pension plan. Discussion tabled until documents are reviewed by Greg Kruk, Solicitor.

OLD BUSINESS

ROAD REPORT

Roadmaster, Dan Whaling reported that work to re-align Calhoun Road is still pending. He plans to meet at the site with Solicitor, Greg Kruk, later this week.

He was able to get estimates to daylight Kyle Run Road.

ADJOURNMENT

On a MOTION by Robert Hetrick, a SECOND by Steve McClelland, all the board voting in favor, as there was no further business or discussion, the meeting was adjourned at 7:22 PM.

Respectfully submitted,

Sarah Anderson,

Secretary/Treasurer