WASHINGTON TOWNSHIP SUPERVISORS

Reorganizational Meeting Minutes

January 04, 2021

The Washington Township Supervisors held their 2021 reorganizational meeting on Monday, January 04, 2021. Supervisors present: Robert Hrin, Robert Hetrick, Steve McClelland, John Lougee, and Donna Cooper. Also present: Daniel Whaling, Roadmaster and Sarah Anderson, Secretary. Visitor: Jerry Stormer.

Salute to the Flag…

CHAIRMAN

Donna Cooper asked for nominations for a temporary Chairman. Robert Hrin MOTIONED to nominate Donna Cooper as temporary Chairman with a SECOND by John Lougee . All the board voted in favor. Nominations were closed.

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

VICE-CHAIRMAN

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

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

SECRETARY/TREASURER

On a MOTION by Steve McClelland and a SECOND by Donna Cooper, all the board voting in favor, Sarah Anderson was appointed Secretary/Treasurer.

On a MOTION by Steve McClelland and a SECOND by John Lougee, all the board voting in favor, the Secretary/Treasurer’s salary was set at $1000 per month.

On a MOTION by Donna Cooper and a SECOND by John Lougee, all the board voting in favor, Treasurer’s bond was set at $260,000.

ROADMASTER

On a MOTION by Robert Hetrick and a SECOND by John Lougee, all the board voting in favor, Daniel Whaling was appointed as Roadmaster.

On a MOTION by Steve McClelland, and a SECOND by John Lougee, 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 Steve McClelland, and a SECOND by John Lougee, 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; THE FRIDAY OR MONDAY AFTER THANKSGIVING; CHRISTMAS DAY.

LEGAL COUNCIL

On a MOTION by Donna Cooper, and a SECOND by John Lougee, 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 Steve McClelland, and a SECOND by John Lougee, 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 John Lougee, 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.

VACANCY BOARD

On a MOTION by Steve McClelland, and a SECOND by John Lougee, all the board voting in favor, Lee Knox was appointed to the Vacancy Board.

 On a MOTION by Donna Cooper and a SECOND by John Lougee, 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 John Lougee, all the board voting in favor, Sarah Anderson was appointed to serve as Zoning Officer.

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MEETINGS

On a MOTION by Steve McClelland, and a SECOND by Donna Cooper, all the board voting in favor, the Township monthly meetings were scheduled for the 2nd Tuesday of the month at 7 PM except the September, October, and November meetings will be at 5 PM. The reorganizational meeting for 2022 will be January 3rd at 6:00 PM.

VOTING DELEGATE

On a MOTION by John Lougee, and a SECOND by Donna Cooper, 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 Donna Cooper, all the board voting in favor, John Lougee 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 Donna Cooper, and a SECOND by John Lougee, 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 2021.

TCC …

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

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

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

Motion to appoint an alternate SEO was tabled due to the recent passing of Thomas Tinker.

On a MOTION by Donna Cooper, a SECOND by John Lougee, 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 Steve McClelland, and a SECOND by John Lougee, 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 Donna Cooper, and a SECOND by Robert Hetrick, all the board voting in favor, PLGIT (Pennsylvania Local Government Investment Trust) was appointed as depository for Township funds for 2021.

TRANSFERS

On a MOTION by Donna Cooper, 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 2021.

PENSION PLAN

On a MOTION by Steve McClelland, and a SECOND by John Lougee, 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 Robert Hetrick, and a SECOND by John Lougee, 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 Steve McClelland, and a SECOND by John Lougee, all the board voting in favor, the mileage rate for reimbursement is set at the current IRS which is $0.56.

EMS COORDINATOR

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

ADJOURNMENT

On a MOTION by Steve McClelland, and a SECOND by John Lougee, all the board voting in favor, the reorganizational meeting was adjourned at 6:49 PM.

Respectfully submitted,

Sarah Anderson,

Secretary/Treasurer

WASHINGTON TOWNSHIP

Regular Monthly Meeting Minutes

January 04, 2021

The Washington Township Supervisors held their regular monthly meeting on Monday, January 04, 2021, following their reorganizational meeting. Members present: Chairman Robert Hrin, Vice-Chairman John Lougee, Supervisor, Donna Cooper, Supervisor Robert Hetrick, and Supervisor Steve McClelland. Also present: Daniel Whaling, Roadmaster and Sarah Anderson, Secretary. Visitor: Jerry Stormer.

OPEN TO THE FLOOR

MINUTES

On a MOTION by John Lougee, a SECOND by Robert Hetrick, all the board voting in favor, the minutes of the December 8, 2020, meeting were approved as presented.

VOUCHERS AND PAYROLL

On a MOTION Steve McClelland, a SECOND by John Lougee, all the board voting in favor, the vouchers due for payment and the payroll were approved.

TREASURER’S REPORT

On a MOTION by Donna Cooper, a SECOND by John Lougee, 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 shed for Christine Bernardo.
2. COG meeting to be held January 25 at 6:30 pm.
3. TCC meeting to be held January 26 at 7 pm.

NEW BUSINESS

On a MOTION by Steve McClelland, a SECOND by John Lougee, all the board voting in favor, Resolution 2021-01, Operating Budget for Jefferson County Tax Collection Committee (TCC) was approved.

On a MOTION by Steve McClelland, a SECOND by John Lougee, all the board voting in favor with Supervisor Robert Hetrick abstaining, the Vivian / Bair subdivision was approved as recommended by the Planning Board.

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OLD BUSINESS

With the passing of SEO alternate, Thomas Tinker, Washington Township will be looking for another to take his position. Discussion was tabled until word is received from SEO Dave Tinker.

ROAD REPORT

Roadmaster, Dan Whaling reported that the 2011 Ford F 550 is currently getting a new transmission. It is a new Ford transmission with a 3 year warranty.

On a MOTION by Robert Hetrick, a SECOND by John Lougee, all the board voting in favor, a new 2020 Ford F 550 will be purchased from Woltz & Wind Ford, Inc.

On a MOTION by Donna Cooper, a SECOND by Robert Hetrick, all the board voting in favor, payment for the new truck purchase will come from the Reserve Fund in the amount of $47,079.00 and Equipment Fund in the amount of $43,700.00.

ADJOURNMENT

On a MOTION by Steve McClelland, a SECOND by Robert Hetrick, all the board voting in favor, as there was no further business or discussion, the meeting was adjourned at 7:27 PM.

Respectfully submitted,

Sarah Anderson,

Secretary/Treasurer