

**WASHINGTON TOWNSHIP BOARD OF SUPERVISORS  
MINUTES  
SEPTEMBER 22, 2016**

**CALL TO ORDER**

Chairman Roma called the regularly scheduled meeting of the Washington Township Board of Supervisors to order at 7:02 p.m., at the Washington Township Municipal Building. The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

The following members were present: Supervisors, Ernest Gehman, David Moyer, James Roma, Township Manager, Richard Sichler; Solicitor, Daniel Becker, Esquire; John Weber representing LTL Consultants, Brian Brochon, Gilmore & Assoc., Staff member, Susan Brown and approximately ten (10) residents in attendance.

Absent:

**TAPING OF MEETING**

The meeting was recorded as an aid in the preparation of the minutes. It was noted no one other than township staff was taping the meeting this evening.

**SPECIAL REQUESTS**

Curtis Rader – Quarry issues.

**PUBLIC COMMENTS**

- David Starns – Spoke about sewer system planning. It was explained that budget meetings will take place next month and planning for the sewer system is part of the budget process. Routine maintenance schedules are being established and the long term planning will be done by the Township Manager and Engineer Rosenthal.

**APPROVAL OF MEETING MINUTES OF AUGUST 25, 2016**

A motion was made by Ernest Gehman and seconded by David Moyer to approve the minutes of the August 25, 2016 meeting as prepared.

**No public comment received.**

**All ayes**

**TOWNSHIP REPORTS**

A motion was made by David Moyer and seconded by James Roma to approve the payment of all bills for the General Fund, Highway Aid Fund, Recreation Fund, Street Light Fund, Traffic Impact Fund, Sewer Fund and Building Escrow Funds up to and inclusive of September 22, 2016, and to file the treasurer's report for audit. **No public comment received.**

**All ayes**

**TAX COLLECTOR**

Tax Collectors Report for the month of August 2016:

Real Estate Tax	\$ 1,282.14
Interim Tax	\$ 391.16
Light Tax	\$ 13.20
Per Capita Tax	\$ 6,306.20
Amusement Tax	<u>\$11,846.24</u>
Total	\$19,838.94

**FIRE CHIEF'S REPORT**

A copy of the EBFD Report is enclosed.

**ZONING/SEO REPORT**

Reports are enclosed.

Engineer Weber provided an update on the property at 221 Wissinger Road. Progress has been made, weeds and grass have been cut. LTL has talked to the property owner regarding the maintenance of the yard.

**SEWER ENGINEER'S REPORT**

A copy of the Sewer Engineer's Report is enclosed.

A copy of the EEMA O & M Report is enclosed.

- Recommendation has been made for final payment for the comminutor. A motion was made by Ernest Gehman and seconded by David Moyer authorizing final payment of \$2,646 to Eastern Environmental Contractors as recommended by Gilmore & Assoc. **No comments received.**

**All ayes**

- Mr. Brochon indicated the PA Small Water & Sewer Grant Application is in the process of being prepared. A resolution is needed authorizing the filing of the application. A motion was made by David Moyer and seconded by James Roma authorizing the Township Manager and Gilmore & Assoc. to create a resolution authorizing the filing of a single application for funds with the Department of Community and Economic Development requesting a PA Small Water & Sewer Program Grant. **No comments received.**

**All ayes**

**TOWNSHIP ENGINEER**

A copy of the Township Engineer's Report is enclosed.

- Bally Springs Phase II roads are now paved and nine (9) homes under construction
- Bally Springs Phase I eighteen (18) month maintenance period which will expire at the end of November. Inspection will be conducted prior to the maintenance period expiration.

## SOLICITOR

### SUPERVISORS UNFINISHED BUSINESS

- Barto Road traffic signal update – A release is required for the Barto Shell. LTL is planning on bidding the project in January.
- Anthony’s Mill Road bridge update – the county has selected a contractor and have authorized the contractor to begin work. They felt the work would begin in early October. Final seeding will not be completed until next spring.
- 2016 Township road projects – I was reported the oil & chip project has been completed. The FDR projects scheduled for Robin Hill Road and Hillcrest Road are slated to be finished this year. Line painting will take place later in the fall.
- Web Site provider review – The current provider for the Township is Enter.Net for a fee of \$15.00 per month. The update to accommodate mobile devices and one year of hosting would be \$500. It is recommended we remain with Enter.Net. A motion was made by Ernest Gehman and seconded by David Moyer to renew the web site provider, Enter.Net. **No comments received.**  
**All ayes**
- Winter Storm Jonas Grant – Funds were received in the amount of \$16,622.47. A motion was made by David Moyer and seconded by Ernest Gehman authorizing the Township Manager to complete the closeout certification. **No comments received.**  
**All ayes**

### SUPERVISORS NEW BUSINESS

- A motion was made by Ernest Gehman and seconded by David Moyer authorizing the preparation and execution of a letter of intent and/or lease with the Boyertown Soccer Club for the JK Memorial Field. **No comments received.**  
**All ayes**
- Liability & Property insurance – The annual premium will be \$26,951 which is an increase of less than 1%. A motion was made by David Moyer and seconded by James Roma authorizing the renewal of Liability and Property Insurance at a cost of \$26,951. **No comments received.**  
**All ayes**
- Bally Springs Phase II Escrow Release #4 – At the recommendation of LTL Consultants a motion was made by Ernest Gehman and seconded by David Moyer authorizing the release of Escrow Release #4 for Bally Springs Phase II in the amount of \$886,178.98 based upon the LTL Review Letter dated September 20, 2016. **No comments received.**  
**All ayes**
- Recycling contract is up for renewal. A motion was made by Ernest Gehman and seconded by David Moyer authorizing the Township Manager to bid the recycling program contract. **No comments received.**  
**All ayes**

- US Municipal Supply contract will expire on October 16, 2016. A motion was made by David Moyer and seconded by James Roma authorizing the Township Manager to bid the sign and supply contract as well as seek a three (3) month extension on the current contract with US Municipal Supply. **No comments received.**

**All ayes**

**Public Comment:**

**Connie Cordova** asked about curbside recycling and it was explained there is a minimum number of residents to mandate curbside recycling.

- A motion was made by Ernest Gehman and seconded by David Moyer adopting the 2017 Holiday and Meeting Schedule as presented. **No comments received.**

**All ayes**

- A motion was made by David Moyer, seconded by James Roma waiving the sewer account #602 late fee in the amount of \$34.54. **No comments received.**

**All ayes**

- The change over from National Penn Bank to BB&T has created an issue with the mailing of bank generated checks for sewer payments. For an unknown reason the checks were issued with the old PO Box 156 address which caused payments to be returned causing the customers to incur a late fee on their sewer accounts. A motion was made by Ernest Gehman and seconded by David Moyer authorizing the waiver of late fees on sewer accounts affected by the BB&T mailing error.

**No comments received.**

**All ayes**

**SUBDIVISION EXTENSIONS**

None

**SUBDIVISIONS/PLANNING**

None

**COMMUNICATIONS**

- Copy of the ARB Delinquent Account Report
- Copy of Board & Committee vacancies

**ANNOUNCEMENTS**

Budget Workshops will be held on Monday, October 17, and Tuesday, October 18. Bother workshops are scheduled to begin at 6:00 p.m.

The next WTMA (water) meeting will be held on Thursday, October 27, 2016 at 6:30 p.m.

The next board of Supervisors meeting will be held on Thursday, October 27, 2016 at 7:00 pm.

Chairman Roma announced an executive session was held this evening pertaining to real estate and potential litigation.

**EXECUTIVE SESSION**

The meeting adjourned into executive session at 8:05 p.m.

**ADJOURNMENT**

A motion was made by David Moyer and seconded by Ernest Gehman to adjourn the meeting at 8:29 p.m. **No public comment received.**

**All ayes**

Respectfully submitted,

Richard Sichler  
Township Manager/Secretary