

**WASHINGTON TOWNSHIP BOARD OF SUPERVISORS
MINUTES
FEBRUARY 25, 2016**

CALL TO ORDER

Chairperson James Roma called the regularly scheduled meeting of the Washington Township Board of Supervisors to order at 7:00 p.m., at the Washington Township Municipal Building. The meeting opened with the Pledge of Allegiance.

It was announced the Board of Supervisors held Executive Sessions on February 2, 8, 9, 16, 23 and 25, 2016 regarding personnel and potential litigation.

ROLL CALL

The following members were present: Supervisors, James Roma; David Moyer, Ernest Gehman, Solicitor, Daniel Becker, Esquire; John Weber representing LTL Consultants, Stuart Rosenthal, Gilmore & Assoc., staff member Susan Brown and approximately fourteen (14) 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.

PUBLIC COMMENTS

Amanda Stetka, 168 Lenape Road, discussed water runoff issues/damage at her property. It was decided the Roadmaster and the Township Engineer will go out to the property to assess the situation.

SPECIAL REQUEST

None

APPROVAL OF MEETING MINUTES OF JANUARY 28, 2016

A motion was made by David Moyer and seconded by Ernest Gehman to approve the minutes for the January 28, 2016 as prepared. **No public comment received.**

All ayes

AMENDMENT OF MEETING MINUTES OF DECEMBER 17, 2015

A motion was made by James Roma and seconded by David Moyer amending the minutes of December 17, 2015 adopting the 2016 Operating Budget in the amount of \$5,397,186. The budget amount was recorded incorrectly on the December 17, 2015 minutes. **No public comment received.**

All ayes

TOWNSHIP REPORTS

A motion was made by James Roma and seconded by Ernest Gehman 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 February 25, 2016, and to file the treasurer’s report for audit. **No public comments received.**

All ayes

TAX COLLECTOR

Tax Collectors Report for the month of January 2016:

Interim Tax	\$	68.20
Per Capita	\$	59.40
Amusement Tax	\$	<u>366.52</u>
Total	\$	494.12

FIRE CHIEF’S REPORT

ZONING/SEO REPORT

Reports are in the binders

SEWER ENGINEER’S REPORT

A copy of the Engineer’s Monthly Report is enclosed.
A copy of the Miller Environmental Report is enclosed.

It was reported that pump #2 at Weinstein Pump Station was pulled for evaluation on February 3, 2016. Pump #2 was compared to pump #1 and it was determined that the impeller on pump #2 was very worn and contributing to the lack of capacity. A quote has been received for a replacement impeller for pump #2 installed in the amount of \$1,450. A motion was made by David Moyer and seconded by Ernest Gehman authorizing the replacement of the impeller on pump #2 at the Weinstein Pump Station for a cost not to exceed \$1,450. **No comments received.**

All ayes

The Request for Proposals (RFP) have been prepared for WWTP contract operation services and requesting to issue the RFP pending comments from the Solicitor and pending the extension on a month to month basis by Miller Environmental to continue operations on a temporary basis.

A motion was made by James Roma, seconded by David Moyer to authorize Gilmore & Assoc. to proceed with the RFP as outlined by Engineer Rosenthal. **No comments received.**

All ayes

Draft Chapter 94 Reports have been distributed for comments. Supervisors were asked to get their comments to Mr. Rosenthal prior to the March meeting. The report is due by the end of March.

Gilmore will be receiving the new docket from DRBC for a five (5) year period. The key changes associated with this docket are an annual report to DRBC with respect to plant performance and monitoring of total dissolved solids will need to be done quarterly.

A notice was received from DEP concerning the water system stating the coliform sampling siting plan must be updated and identify a new point of contact.

All the manhole replacements have been completed.

TOWNSHIP ENGINEER

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

There has been no Planning Commission meeting since November and it appears there will be no meeting in March.

The Annual Report and Reimbursement Application for the on-lot sewage disposal and the township is eligible for reimbursement in the amount of \$10,904.57.

SOLICITOR'S REPORT

None

SUPERVISORS

UNFINISHED BUSINESS

A motion was made by David Moyer and seconded by Ernest Gehman approving the Field Use Agreement between Washington Township and Pine Forge Athletic Association. **No comments received.**

All ayes

NEW BUSINESS

A motion was made by David Moyer and seconded by Ernest Gehman appointing Susan Brown as temporary Township Secretary until a township manager is hired. **No comments received.**

All ayes

A motion was made by David Moyer, seconded by James Roma appointing Susan Brown as temporary Zoning Hearing Board Secretary until a township manager is hired. **No comments received.**

All ayes

A motion was made by James Roma and seconded by David Moyer to enter into the 2016-2017 contract with COSTARS (PA State Purchasing) for road salt and to authorize the execution of the contract. **No comments received.**

All ayes

A motion was made by James Roma to appoint Doug Bleam as temporary Chief Administrative Officer for the Washington Township non-uniform pension plan. A

motion was made by David Moyer and seconded by Ernest Gehman to appoint Susan Brown as temporary Chief Administrative Officer for the Washington Township non-uniform pension plan and to execute the AG-385 Report. **No comments received.**

All ayes

A motion was made by David Moyer and seconded by Ernest Gehman authorizing the advertisement and to accept bids for seasonal requirements for the 2016 season. **No comments received.**

All ayes

A motion was made by David Moyer and seconded by James Roma authorizing the advertisement and to accept bids for fuel requirements for the 2016 season. **No comments received.**

All ayes

A motion was made by David Moyer and seconded by Ernest Gehman authorizing a \$1.00 per hour pay increase for Susan Brown until a manager is hired. **No comments received.**

All ayes

Chairman Roma indicated this is National Engineers Month and thanked Mr. Rosenthal and Mr. Weber for their services.

Chairman Roma read a submission from the Pottstown Mercury Sound Off thanking the Public Works Dept. for a job well done during a storm of Feb. 15th.

Chairman Roma stated he had received some complaints from residents regarding Apple Street and stated AMS has been contacted and will be sealing the road when the weather warms up. A notice should be sent out to residents to inform them of when this project will be completed.

SUBDIVISION EXTENSION

None

SUBDIVISIONS/PLANNING

Mr. Becker indicated a draft letter of credit has been provided however the letter of credit will not be issued by the bank until final approval has been received.

A motion was made by David Moyer and seconded by James Roma reaffirming the conditional final approval of Bally Springs Phase II subject to receiving the letter of credit, the municipal improvements agreement and other various documents and to not authorize the release of the signed plans until all documents have been received and executed. **No comments received.**

All ayes

COMMUNICATIONS

Copy of the ARB Delinquent Account Report is enclosed.
Copy of the Board & Committee vacancies list is enclosed.
PA Compensation Rating Bureau-Washington Township has been approved for a 5%
Certified Safety Committee Credit

ANNOUNCEMENTS

The next board of Supervisors meeting will be held on Thursday, March 24, 2016 at 7:00 pm.

EXECUTIVE SESSION

Executive Session was called at 7:38 pm for personnel matter. The regular meeting reconvened at 7:54 pm

ADJOURNMENT

A motion was made by Ernest Gehman and seconded by David Moyer to adjourn the meeting at approximately 7:54 p.m. **No public comment received.**

All ayes

Respectfully submitted,

Susan J. Brown
Administrative Assistant