

**WASHINGTON TOWNSHIP BOARD OF SUPERVISORS  
MINUTES  
MAY 24, 2018**

**CALL TO ORDER**

Chairperson David Moyer called the regularly scheduled meeting of the Washington Township Board of Supervisors to order at 7:04 p.m., at the Washington Township Municipal Building. The meeting opened with the Pledge of Allegiance.

Chairman Moyer announced an Executive Session was held this evening to discuss litigation.

**ROLL CALL**

The following members were present: Supervisors, David Moyer, Thomas Powanda, Solicitor, Daniel Becker, Esquire; John Weber representing LTL Consultants, Brian Brochon, Gilmore & Assoc., Township Manager, Richard Sichler, staff member Susan Brown and approximately thirteen (13) residents in attendance.

Absent: James Roma

**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 REQUEST**

None

**PUBLIC COMMENTS**

**Curtis Rader, Oberholtzer Road**-spoke about quarry issues.

**Peg Stewart, Spring Valley Village**-asked the Township Manager to elaborate on the Spotted Lantern Fly volunteer program.

**APPROVAL OF MEETING MINUTES OF APRIL 26, 2018**

Chairman Moyer made a correction to the minutes, page 4 under Township building door replacements at a cost of \$6,300. A motion was made by Thomas Powanda and seconded by David Moyer to approve the minutes as amended for the meeting of April 26, 2018.

**No comments received.**

**All ayes**

**TOWNSHIP REPORTS**

A motion was made by Thomas Powanda and seconded by David Moyer 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 May 24, 2018, and to file the treasurer's report for audit. **No comments received.**

**All ayes**

**TAX COLLECTOR**

Tax Collectors Report for the month of April 2018:

|                 |                    |
|-----------------|--------------------|
| Real Estate Tax | \$470,868.67       |
| Interim Tax     | \$ 149.59          |
| Light Tax       | \$ 2,539.18        |
| Hydrant Tax     | \$ 2,202.05        |
| Per Capita Tax  | \$ 58.68           |
| Amusement Tax   | <u>\$ 3,876.00</u> |
| Total           | \$479,694.17       |

**FIRE CHIEF'S REPORT**

A copy of the Eastern Berks Fire Department Report is in the binders. Supervisor Powanda reported the EBFD has now taken over the fire service for District Township. Mr. Sichler reported expenditures have been submitted and a check has been issued for half of the yearly donation.

**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 EEMA O & M Report is enclosed

Mr. Brochon reported the field investigation for the I/I study has been conducted in the Weinstein Pump Station area and they are now in the process of compiling their findings and will be issuing a report of findings and recommendations to the Board.

Mr. Brochon stated Gilmore has the design plans and the part II Water Quality Management Permit which needs to go to DEP for the Swamp Creek Pump Station. The Permit Application needs to be executed and notarized.

A motion was made by Thomas Powanda and seconded by David Moyer authorizing the execution of the Part II Water Quality Management Permit Application for Swamp Creek Pump Station. **No comments received.**

**All ayes**

**Public Comment:**

**Laura Pagotto**, asked if there are any plans to update the Act 537 Plan. It was explained the Act 537 is a planning document and is not something that is updated on a regular basis and it is a very expensive process. Mr. Brochon stated at this point there is no update needed.

## TOWNSHIP ENGINEER

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

- Shuhler Farms Subdivision – No new Plan submittal.
- Bally Springs Phase II – Rotelle would like to start the dedication process. LTL has started the punch list and marking of streets for base repairs.
- Bally Springs Phase III – All roads are paved in base course and they will continue with building of homes.
- Road Projects – letter of intent to award to APS and they submitted their bonds. Planning for the work to take place in late June or early July.
- Holding Tank Ordinance – LTL worked with Dan Becker on a draft ordinance which has been received by the Supervisors for review. Comments should be given to John or Dan.
- Brooke-Fronheiser Minor Plan – This Plan was given conditional final approval in October however the DEP Planning Module was rejected by DEP and they were required to do a full module. Since then the 90-day time period to record the Plan has passed therefore the Plan would need to be reaffirmed. A motion was made by David Moyer and seconded by Thomas Powanda to reaffirm the approval of the Brooke-Fronheiser Minor Plan. **No comments received.**

**All ayes**

## SOLICITOR'S REPORT

None

## SUPERVISORS

### UNFINISHED BUSINESS

- **Truck Purchase** – Mr. Sichler stated at last months meeting he was authorized to purchase a light duty pickup truck not to exceed \$40,000 and was able to locate one. Total purchase price with options was \$32, 370. Mr. Sichler is requesting authorization to auction the old truck. A motion was made by Thomas Powanda and seconded by David Moyer authorizing the Township Manager to auction the 1998 Chevy truck with a starting bid of \$1,200. **No comments received.**

**All ayes**

- **CELG Sewer Fund Review**-Additional information has been provided to Mr. Jansen and feels the report will be ready for the June meeting.
- **WWTP Internet Connection** – Mr. Sichler check to see if phone service could be eliminated and discovered internet messages email is not as reliable as a phone message and the dialer box does not support email messaging. A motion was made by David Moyer, seconded by Thomas Powanda to add the internet connection allowing the remote communication to upgraded controls at a cost of \$60 per month. **No comments received.**

**All ayes**

- **Bally Water Supply Agreement**-The contract with Bally will end in September and Bally has indicated they may be interested in looking at taking over the system. Mr. Sichler has been providing information to Bally for their review.

- **Purchasing Policy** – The proposed Purchasing Policy was discussed briefly at the April meeting. Supervisor Moyer expressed his frustration with purchases for the Soccer Club or other organizations and then the Township then has to bill the organization. Supervisor Moyer feels the organization should be purchasing directly and paying their own bills. This is an unnecessary use of township resources. Supervisor Moyer also likes to see what is being purchased and wants that line of communication. Supervisor Moyer asked what the Board of Supervisor purchasing policy is? Mr. Becker stated typically the Supervisors do not make purchases and they allow the manager to handle the purchases. Mr. Sichler will update the Policy and bring it back for Board review.
- **Rental Inspection Ordinance** – A joint meeting was held with the Planning Commission and a safety checklist was reviewed and discussed. One way to implement the checklist would be to require a license and inspection and another way would be to incorporate the checklist into the existing rental property ordinance to be used as a tool for inspections if a complaint was received. LTL will draft an ordinance based on the recommendations of the Planning Commission and bring it back to the Board of Supervisors for review.  
**Public Comment:**  
**David Johns, 148 Stauffer Road**, stated he has rental properties and said he feels a questionnaire or checklist should go out to the tenants as to what they may need.
- **US Census Bureau LUCA update** – The Census Bureau sent a list of residents and addresses to Mr. Sichler and after his review and comparison there were 250 revisions.

#### **NEW BUSINESS**

- **Per Capita Tax bills** – The Boyertown School District is no longer going to collect per capita tax. The township shares this tax with the school district. The total 2017 breakdown for the township per capita was \$14,844.60 in revenue and collection costs were \$1,705.10. Berks County Intermediate Unit is willing to generate the bills for the township at a cost of \$3,300, the tax collector portion would remain the same at 4% and other cost would also stay the same so the revenue for 2018 would drop to \$10,897. Mr. Sichler stated he would have Doug Bleam work with BCIU to get the bills generated.
- **Deming Law Office** – Mr. Deming submitted a bill for payment of work with respect to a delinquent account which ended in bankruptcy. Mr. Deming has reduced his bill from over \$4,000 to \$750. A motion was made by Thomas Powanda and seconded by David Moyer authorizing payment to Deming Law Office in the amount of \$750. **No comments received.**

**All ayes**

- **Re-keying of Township Building** – Mr. Sichler did not receive the second price quote so this will be tabled until next month.
- **Anthony's Mill Bridge Escrow Release** – A motion was made by David Moyer, seconded by Thomas Powanda authorizing the escrow release of \$589.65 to Berks County. **No comments received.**

**All ayes**

- **Late fee waiver request** – Sewer account 1089 has requested a waiver of the late fee. The township did not receive their mailed check and the account has since been paid. This account has not been delinquent in the past. A motion was made by David Moyer and seconded by Thomas Powanda waiving the \$46.04 late fee.  
**No comments received.**

**All ayes**

**Miscellaneous Items:**

Chairman Moyer asked when the new doors for the Admin Building will be installed.

Mr. Sichler stated it would be about two weeks.

The road inspection report will be distributed.

The draft letter to residents on County Line Road regarding the removal of dead trees needs to be reviewed prior to mailing.

The power washing of the building has not yet been scheduled.

Crow Hill Road speeding has been discussed numerous times. Supervisor Moyer would like to borrow a speed limit sign from either Bally Borough, Coalbrookdale Township or from a vendor to place on Crow Hill Road to see if it helps. Mr. Sichler will check into borrowing a sign.

Supervisor Moyer also directed the Manager to get pricing for the hall door outside of Doug's office and also for the exit door in the lower level meeting room. Both doors leak and need to be replaced.

**SUBDIVISION/PLANNING**

None

**SUBDIVISION EXTENSION**

None

**COMMUNICATIONS**

Copy of the ARB Delinquent Account Report is enclosed.

**ANNOUNCEMENTS**

The next board of Supervisors meeting will be held on Thursday, June 28, 2018 at 7:00 pm.

**EXECUTIVE SESSION**

Executive Session was called at 8:29 pm to discuss a personnel matter. The meeting reconvened at 9:05 pm

**ADJOURNMENT**

A motion was made by Thomas Powanda and seconded by David Moyer to adjourn the meeting at approximately 9:05 p.m. **No public comment received.**

**All ayes**

Respectfully submitted,

Richard Sichler  
Manager/Secretary