

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
January 14, 2025

MEETING AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Requests to Address the Board/Public Comment
- V. Correspondence and Reports
 1. Received Correspondence:
 2. Planning Board:
 - The Board met on January 2nd to discuss and make recommendations pursuant to the proposed Solar Energy Systems Ordinance which would become an amendment to the Zoning Ordinance.
 3. Zoning Board: No meeting.
 4. Park Board: No meeting
 5. Roadmaster's Report
 6. Solicitor's Remarks
- VI. Discussion & Action Items
 - A. Routine
 1. Approval of Agenda with/without Addendum
 2. Approval of Minutes – December 10, 2024 regular meeting and the January 6, 2025 reorganization meeting.
 - B. Specific
 1. Personnel
 - a. Elected Office, Appointed Boards & Contracted Personnel
 1. Resignations/Appointments
 - a. Planning Board Re-appointments

Recommended Action

Consider a motion to re-appoint Brian Cole, Shirley Hall and Robert Romanosky to the Washington Township Zoning Hearing Board for additional four (4) year terms expiring on December 31, 2028.

b. Park Board Re-appointments

Recommended Action

Consider a motion to re-appoint Tammy Smith and Terry Meek to the Township Park Board, for additional five (5) year terms, expiring on December 31, 2029.

c. Kenneth Headlee - Vacancy Board Term Renewal

Recommended Action

Consider a motion that Kenneth Headlee be re-appointed to the Vacancy Board for a 1-year term, expiring on December 31, 2025.

d. Dennis Makel, Solicitor

Recommended Action

Consider a motion to name Dennis Makel, Esquire as Township Solicitor for the calendar year 2025, at the contracted hourly rate of \$140.00 (\$10 increase) plus expenses, and \$225 per meeting attended.

e. Tim Neil, Sewage Enforcement Officer

Recommended Action

Consider a motion to re-appoint Tim Neil as the Township Sewage Enforcement Officer (SEO) for the calendar year 2025, with no change to his 2024 contracted rates. It is further recommended that Keith Golden be named as the alternate SEO for 2025 as well.

f. McMillen Engineering Inc. – Zoning and Codes Enforcement, Official

Recommended Action

Consider a motion to re-appoint McMillen Engineering of Uniontown, PA as the Zoning and Codes Enforcement Official for Washington Township, for 2025 at the contracted rate of \$95 per hour for services provided.

g. McMillen Engineering Inc - UCC Inspection Services

Consider a motion to appoint McMillen Engineering Inc to provide the required Uniform Construction Code (UCC) inspection services for calendar year 2025. Fees charged pursuant to the attached Schedule.

h. Mackin Engineering Co., Planning

Recommended Action

Consider a motion to re-appoint Mackin Engineering Co., as the Township Engineer, acting as the planning consultant to the Supervisors and Planning Board. Fees are charged on an hourly basis of work performed.

b. Township Employees

1. Resignations/Retirements/Furloughs

2. Appointments

a. William (Bill) Main, Full-time Maintenance Employee

Recommended Action

Consider a motion to retain William (Bill) Main as a full-time Township Maintenance employee for calendar year 2025, at an hourly rate of \$21.25, (a 50 cent per hour increase), and with benefits and working conditions granted to full-time employees by policy #2024-1.

b. Jason Rosa, Full-time Maintenance Employee

Recommended Action

Consider a motion to retain Jason Rosa as a full-time Township Maintenance employee for calendar year 2025, at an hourly rate of \$21.25, (a 50 cent per hour increase), and with benefits and working conditions granted to full-time employees by policy #2024-1.

c. Gary Bennett, Full-time Maintenance Employee

Recommended Action

Consider a motion to retain Gary Bennett as a full-time Township Maintenance employee for calendar year 2025, at an hourly rate of \$21.25, (a 50 cent per hour increase), and with benefits and working conditions granted to full-time employees by policy #2024-1.

d. Appointment of Roadmaster and Assistant Roadmaster

Recommended Action

Consider a motion to name Charles Hickman as the Roadmaster and William (Bill) Main as the Assistant Roadmaster, for the 2025 calendar year, at an additional hourly rate of \$1.50 per hour respectively.

2. Business Operations

a. Approval of Treasurer’s Report for period ending December 31, 2024

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>Fire Fund</u>
Beginning Balance	\$ 216,080.88	\$ 38,865.85	\$ 47,970.13	\$ 11,925.25
Revenues	69,048.26	87.36	456.05	231.85
Expenditures	<u>-59,036.69</u>	<u>-0.00</u>	<u>-100.00</u>	<u>-50.00</u>
Ending Balance	\$ 226,098.45	\$ 38,953.21	\$ 48,326.18	\$ 12,107.10

Impact Fee

Beginning Cash Balance	\$ 597,992.41
Revenues – Acct. Interest	1,239.23
Other	0.00
Expenditures	<u>-219,339.10</u>
Available Cash Balance	\$ 379,892.54
Investments Held	<u>2,000,000.00</u>
Total Account Balance	\$ 2,379,892.54

Recommended Action

Consider a motion to approve the Treasurer’s report for the period ending December 31, 2024 and direct that it be filed for audit.

b. Bills & Transfers for Approval for All Funds – December, 2024

Recommended Action

Consider a motion to approve the payment of the monthly bills, payroll and intra-fund transfers, as listed on the attached, from the following accounts:

General Fund	\$ 59,703.46
Liquid Fuels Fund	0.00
Machinery Fund	100.00
Fire Fund	11,400.00
Impact Fund	<u>219,339.10</u>

Total Bills & Transfers for Approval \$ 290,542.56

c. Permission to Obtain Bids for Stone

Recommended Action

Consider a motion granting permission to advertise for sealed bids for the various stone to be used during 2025.

d. Permission to Obtain Bids for Contracted Tar & Chip Application

Recommended Action

Consider a motion granting permission to prepare specifications and advertise for sealed bids for tar and chipping of select township roadways during 2025. Bidders will be required to provide all of the stone, oil, labor and equipment necessary to perform the work pursuant to the township's specifications.

3. Operations, Buildings, Grounds & Highways

4. Township Supervisors

a. Ordinances, Resolutions

1. Resolution #1-2025 - Designation of Banking Institution

Recommended Action

Consider a motion to adopt the following resolution (#1-2025):

BE IT RESOLVED that the First National Bank of Pennsylvania be designated as the depository of township funds during calendar year 2025, pursuant to Section 708 of the Township Code, subject to bonding and insurance requirements.

2. Establishment of 2025 Park Pavilion Fees

Recommended Action

Consider a motion to establish the 2025 usage fees for the pavilion rental at Washington Township Park (\$10/\$5 change from last year) as follows:

Meeting Agenda

Full day (11am – 9pm)	\$110.00
Afternoon day (11am – 5pm)	75.00
Evening (6pm – 9pm)	45.00

VII. New Business

VIII. Information & Announcements

1. Review of Planning, Zoning & Park Board Members & Terms - see Attachment
2. Upcoming Meetings
 - Public Hearing re: Solar Energy Systems Ordinance, Tuesday, February 11, 2025 at 6:00 pm
 - Supervisor's Regular Meeting, Tuesday, February 11 2025 at 6:30 pm
 - Planning Board, Thursday, February 6, 2025 at 7:30 p.m.
 - Zoning Hearing Board and Park Board meets as needed.

IX. Public Comment/Questions

X. Adjournment