

**WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS**

112 Municipal Lane  
Prosperity, PA 15329  
April 8, 2025

**MEETING MINUTES**

Walter Stout, Chairman, called the April 8, 2025 meeting of the Washington Township Supervisors to order at 6:30 PM. In attendance were Supervisors Walter Stout, Troy Smith, and Charles Hickman, and Temporary Secretary Diane Headlee.

I. Requests to Address the Board/Public Comment

There were no requests to address the Board.

II. Correspondence and Reports

1. Received Correspondence:

- a. Notification has been received that PennDOT is developing construction plans to perform work on the bridge that carries Porter Street traffic over I-79. The work consists of concrete overlay of the deck and other minor structure preservation work. Construction is expected to start on the 3-month long project in August, 2025. Although the project is in Franklin Township, it could impact Green Valley Road in Washington Township.

2. Planning Board: the April 3<sup>rd</sup> meeting was cancelled, as there were no items for consideration.

3. Zoning Board:

A Zoning Hearing for Consol PA Coal Co. has been scheduled for Thursday, April 24 at 7:00 pm. Consol is requesting a Special Exception for the construction and operation of a bleeder airshaft for Enlow Mine on leased property located off Dillie Road.

4. Park Board: No meeting.

5. Roadmaster's Report - Maintenance department finished the Hemlock water line project in conjunction with SPWA. Cleaned up and put away the snow removal equipment. Continue with the removal of trees and limbs from the township roads after the numerous storms we have been experiencing and continuing equipment and building maintenance, as needed.

6. Solicitor's Remarks – No remarks from the solicitor.

7. BCO/Zoning Report – McMillen Engineering – Issued zoning permit for detached garage at 242 W. Dividing Ridge Road (Walther), and met with Sam Dulaney regarding the fence that had fallen over. The Zoning Officer will be posting the Consol PA Coal Co. property for the April 24, 2025 Zoning Hearing.

III. Discussion & Action Items

A. Routine

1. The Chairman asked the Board for approval of the Agenda without Addendum. The motion was made by Charles Hickman and seconded by Troy Smith. All aye – motion carried.
2. Chairman asked the Board for a motion for approval of the Minutes of the March 5, 2025 regular meeting. The motion to approve the minutes as presented was made by Troy Smith and seconded by Charles Hickman. All aye – motion carried.

B. Specific

1. Personnel

b. Township Employees

1. Appointments

a. P. Diane Headlee, Township Secretary/Treasurer

Recommended Action

Consider a motion to name P. Diane Headlee as the Township Secretary/Treasurer for 16 hours per week with an effective date of March 24, 2025, at an hourly rate of \$23.00 per each hour worked. She will also be entitled to those Holidays, Vacation and Sick Days and one Personal Day as listed in the Employment Working Conditions & Benefits Policy #2024-1, as well as for the payment by the township for her monthly Medicare and Supplemental Insurance premiums.

The motion was made by Troy Smith, seconded by Charles Hickman. All aye – motion carried

2. Business Operations

a. Approval of Treasurer's Report for period ending March 31, 2025

Mrs. Headlee gave the following Treasurer's Report:

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	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>Fire Fund</u>
Beginning Balance	\$ 189,889.16	\$ 33,036.58	\$ 47,453.95	\$ 948.06
Revenues	14,285.28	129,882.43	16.10	.31
Expenditures	<u>-34,157.33</u>	<u>-1,749.77</u>	<u>-100.00</u>	<u>-50.00</u>
Ending Balance	\$ 170,017.11	\$ 161,169.24	\$ 47,370.05	\$ 898.37

Impact Fee

Beginning Cash Balance	\$ 387,515.14
Revenues – Acct. Interest	915.59
Expenditures	-8,060.68
Available Cash Balance	380,370.05
Investments Held	<u>2,000,000.00</u>
Total Account Balance	\$ 2,380,370.05

Recommended Action

Consider a motion to approve the Treasurer’s report for the period ending March 31, 2025 and direct that it be filed for audit.

The motion was made by Charles Hickman, Seconded by Walter Stout. All aye – motion carried.

b. Bills & Transfers for Approval for All Funds – March, 2025

Recommended Action

Consider a motion to approve the payment of the monthly bills, payroll and intra-fund transfers, as listed (see Minute Book file), from the following accounts:

General Fund	\$ 32,751.50
Liquid Fuels Fund	2,806.13
Machinery Fund	100.00
Fire Fund	50.00
Impact Fund	<u>1,694.59</u>
Total Bills & Transfers for Approval	\$ 37,402.22

The motion was made by Charles Hickman, seconded by Walter Stout. All aye – motion carried

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IV. New Business: There was no new business brought forth.

V. Information & Announcements

1. Upcoming Meetings

- Zoning Hearing Board, Thursday, April 24, 2025 at 7:00 pm.
- Planning Board, Thursday, May 1, 2025, at 7:30 p.m.
- Supervisor's Regular Meeting, Tuesday, May 13, 2025 at 6:30 pm
- Park Board meets as needed.

VI. Public Comment/Questions: There were no further questions or comments.

VII. Adjournment

The meeting was adjourned at 6:43 p.m. on a motion by Charles Hickman, seconded by Walter Stout, with all voting 'aye'.

s/Walter S. Stout \_\_\_\_\_ Chairman

s/P. Diane Headlee \_\_\_\_\_ Secretary/Treasurer