

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
May 13, 2025

MEETING MINUTES

Walter Stout, Chairman, called the May 13, 2025 meeting of the Washington Township Supervisors to order at 6:30 PM. In attendance were Supervisors Walter Stout, Troy Smith, and Charles Hickman, Secretary Amy Beatty and township resident Tom Ayers.

I. Requests to Address the Board/Public Comment

There were no requests to address the Board.

II. Correspondence and Reports

1. Received Correspondence:

- a. Pursuant to the action of the Board previously approved, the Impact Fee Fund Certificate of Deposit held at First National Bank which matured on April 15th, was reinvested for the same principal amount (\$1,000,000) in a six-month certificate of deposit at First National paying 4.15% with interest at maturity (October 15, 2025) in the amount of \$20,595.45. Community Bank's offer was 2.5% with \$12,484.11 interest paid at maturity.
- b. We have been advised that Consol PA Coal Company has submitted an underground mine permit revision to the PA DEP to add 20.5 Surface Acres for a proposed power line to serve the new H-7 bleeder air shaft on Dille Road, for the Enlow Fork Mine. The map showing the location of the proposed powerline is in the township office.

2. Planning Board: the May 1st meeting was cancelled, as there were no items for consideration.

3. Zoning Board: A Zoning Board Hearing for Consol PA Coal Co. was conducted on Thursday, April 24 at 7:00 pm. Consol's request for a Special Exception for the construction and operation of a bleeder airshaft for Enlow Mine on leased property located off Dillie Road was approved.

4. Park Board: No meeting

5. Roadmaster's Report: Mr. Hickman reported that the crew is replacing all of the culvert cross pipes on Hemlock Road. They continue to reclaim the ditches for the new water line on Hemlock Road. Lawn maintenance at park and shop occurs every week. Crews continue to clean up trees and limbs from township roads after storms, as well as performing equipment and building maintenance, as needed.

6. Solicitor's Remarks – no remarks

Meeting Agenda

7. BCO/Zoning Report – McMillen Engineering report was presented (see Minute Book file).

III. Discussion & Action Items

A. Routine

1. The Chairman asked the Board for approval of the Agenda, without an Addendum. A motion was made by Charles Hickman and seconded by Troy Smith. All aye – motion carried.
2. The Chairman asked the Board for approval of Minutes of the April 8, 2025 regular meeting. The motion was made by Charles Hickman and seconded by Walt Stout to approve the Minutes as presented, with no additions or corrections. All aye – motion carried.

B. Specific

1. Personnel

a. Elected Office, Appointed Boards & Contracted Personnel

1. Planning Board Appointment – Brent Burnett

The Chairman asked the Board to consider a motion to appoint Brent Burnett to fill the unexpired term on the Washington Township Planning Board, due to the recent passing of Correan Stewart. The term will end on December 31, 2026. The motion was made by Charles Hickman and seconded by Troy Smith. All aye – motion carried.

b. Township Employees

1. Resignations/Appointments

a. P. Diane Headlee, Resignation as Township Secretary/Treasurer

The Chairman asked the Board to consider a motion to accept the letter of resignation received from P. Diane Headlee, Township Secretary/Treasurer, effective April 21, 2025. The motion was made by Charles Hickman and seconded by Walt Stout. All aye – motion carried.

b. William (Bill) Main, Retirement

The Chairman asked the Board to consider a motion to accept, with regret and best wishes, the letter of retirement received from long-time Township Maintenance employee and Assistant Road Master, Bill Main, effective May 30, 2025. The motion was made by Charles Hickman and seconded by Walt Stout. All aye – motion carried.

2. Appointments

a. Amy L. Beatty, Township Secretary/Treasurer

The Chairman asked the Board to consider a motion to name Amy L. Beatty as the Township Secretary/Treasurer for 20 hours per week with an effective date of April 28, 2025, at an hourly rate of \$20.00 per each hour worked. Upon the successful completion of a 60-day probationary period, she will be paid an hourly rate of \$21.25 for the remainder of 2025. Mrs. Beatty will also be entitled to those Holidays, Vacation, Sick Days and one Personal Day in accordance with the Employment Working Conditions & Benefits Policy #2024-1, and may also participate in the employer paid dental and vision insurance plan, if desired. Further, as Secretary, she will be paid \$50 for attending the monthly Supervisor’s meeting. The motion was made by Charles Hickman and seconded by Walt Stout. All aye – motion carried.

b. Part-time (Summer) Park Employee – Raymond Stewart

The Chairman asked the Board to consider a motion to name Raymond Stewart as the part-time summer employee to open, close, and clean/restock the restrooms and pavilions at the park, effective on or about May 2, 2025 and continuing throughout the summer pursuant to the park rental schedule provided by the township, at a wage of \$100.00 per week. The motion was made by Charles Hickman and seconded by Walt Stout. All aye – motion carried.

2. Business Operations

a. Approval of Treasurer’s Report for period ending April 30, 2025

Amy Beatty gave the following Treasurer’s Report:

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>Fire Fund</u>
Beginning Balance	\$ 170,017.11	\$ 161,169.24	\$ 47,370.05	\$ 898.37
Revenues	72,229.25	52.31	10,356.87	5,377.63
Expenditures	<u>-33,951.25</u>	<u>-2,806.13</u>	<u>-100.00</u>	<u>-50.00</u>
Ending Balance	\$ 208,295.11	\$ 158,415.42	\$ 57,626.92	\$ 6,226.00

Impact Fee

Beginning Cash Balance	\$ 380,370.05
Revenues – Acct. Interest	976.67
CD Interest	22,191.12
Expenditures	<u>-494.59</u>

Available Cash Balance	403,043.25
Investments Held	<u>2,000,000.00</u>
Total Account Balance	\$ 2,403,043.25

The Chairman asked the Board to consider a motion to approve the Treasurer's report for the period ending April 30, 2025 and direct that it be filed for audit. The motion was made by Charles Hickman and seconded by Troy Smith. All aye – motion carried.

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

The Chairman asked the Board to 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	\$ 36,963.47
Liquid Fuels Fund	0.00
Machinery Fund	100.00
Fire Fund	50.00
Impact Fund	<u>3,450.00</u>

Total Bills & Transfers for Approval \$ 40,563.47

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

c. Opening of Bids – 2025 Bituminous Seal (Tar & Chip) Program

Pursuant to the specifications, bids were received and opened at 11:30 am, Thursday, May 8, 2025 for the #8 stone, E-3 oil, and all necessary labor and equipment to complete 61,000 (+/-) square yards of Bituminous Seal coating (2025 tar & chip program).

The Chairman asked the Board to consider a motion to acknowledge receipt of the following bids received and opened on May 8, 2025, for the necessary #8 stone, E-3 oil, and all labor and equipment for the 2025 roadway tar and chip program. All bids were accompanied by the required ten-percent Bid Bond.

<u>Bidder</u>	<u>Unit Price/Sq. Yd</u>	<u>Total Amount</u>
Midland Asphalt	\$ 2.32	\$141,520.00
Russell- Standard	\$ 1.93	\$ 117,730.00
Youngblood Paving	\$ 1.76	\$ 107,360.00

The motion was made by Charles Hickman and seconded by Walt Stout. All aye – motion carried.

3. Operations, Buildings, Grounds & Highways

a. Bituminous Seal Coat (Tar & Chip) Bid Award

Following review of the bids received, the Chairman asked the Board to consider a motion to award the contract pursuant to the specifications, for the placement of approximately 61,000 (+/-) square yards of Bituminous Seal Coat (single application Tar & Chip), including all #8 stone, E-3 oil, and all necessary labor and equipment to Youngblood Paving, Inc. at their low bid of \$1.76 per square yard completed.

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

b. Confirmation and Disposition of Bids Received Through Municibid.com

Pursuant to the September 10, 2024 approval to advertise the 2011 Ford F-350 pick-up with Western snow plow for sale on Municibid.com, 61 bids were received. The apparent “high” bid and bidder, was Jason Ortiz of Erie, PA with a bid of \$3,200.00.

The Chairman asked the Board to consider a motion to either accept or reject the high bid of \$3,200.00 received on Municibid.com from Jason Ortiz of Erie, PA for the 2011 Ford F-350 pick-up truck, with Western snow plow.

A motion was made to accept the bid was made by Troy Smith and seconded by Charlie Hickman. All aye – motion carried.

4. Township Supervisors

a. Appointment of Zoning Board Solicitor

The Chairman asked the Board to consider a motion to approve the appointment of Adam Belletti of the law firm of Pollock, Morris, Belletti and Simms, LLC to serve as the Solicitor to the Zoning Hearing Board, as needed, for a fee of \$200 per hour.

The motion was made by Charles Hickman and seconded by Walt Stout. All aye – motion carried.

IV. New Business

A brief discussion was held regarding the replacement of retiree William Main. It was agreed to advertisement for a General Laborer.

V. Information & Announcements

1. Upcoming Meetings

- Planning Board, Thursday, June 5, 2025, at 7:30 p.m.

Meeting Agenda

- Supervisor's Regular Meeting, Tuesday, June 10, 2025 at 6:30 pm
- Park Board and Zoning Hearing Board meets as needed.

VI. Public Comment/Questions: None

VII. Adjournment

The meeting was adjourned at 6:59 p.m. on a motion by Charles Hickman, seconded by Troy Smith, with all voting 'aye'.

s/Walter S. Stout _____ Chairman

s/Amy L. Beatty _____ Secretary/Treasurer