

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
July 8, 2025

MEETING MINUTES

Walter Stout, Chairman, called the July 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, Secretary Amy Beatty and township resident Tom Ayers. The Roll Call was taken followed by the Pledge of Allegiance

I. Requests to Address the Board/Public Comment

There were no requests to address the Board.

II. Correspondence and Reports

1. Received Correspondence:

- On June 26, the township received a bank transfer (ACH) of \$466,736.58 for Act 13 Impact fee monies for 2024 drilling operations. This amount reflects a decrease of over last year's distribution (\$531,660.61) of \$64,924.03. A budget for the Impact Fee Fund will be prepared and presented for approval in August, 2025 per the Act 13 regulations.

2. The Planning Board met on July 3rd and recommended two Lot Splits for approval by the Supervisors. They are listed on this agenda.

3. Zoning Board: No meeting.

4. Park Board: No meeting

5. Roadmaster's Report: Mr. Hickman reported that the crew continues to mow the banks on all township roadways. They have prepared the various roads slated for seal coating. 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

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

Meeting Agenda

2. The Chairman asked the Board for approval of Minutes of the June 10, 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. Business Operations

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

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>Fire Fund</u>
Beginning Balance	\$ 259,681.17	\$ 158,467.50	\$ 66,683.54	\$ 10,921.38
Revenues	26,707.14	44.11	2,575.21	1,246.11
Expenditures	<u>-28,515.04</u>	<u>-0.00</u>	<u>-200.00</u>	<u>-266.43</u>
Ending Balance	\$257,873.27	\$158,508.94	\$ 69,058.75	\$ 11,901.06

Impact Fee

Beginning Cash Balance	\$ 395,648.37
Revenues – Acct. Interest	1,100.27
Act 13 Allocation	466,736.58
Expenditures	<u>-5,373.33</u>
Available Cash Balance	\$ 858,111.89
Investments Held	<u>2,000,000.00</u>
Total Account Balance	\$ 2,858,111.89

The Chairman asked the Board to consider a motion to approve the Treasurer’s report for the period ending June 30, 2025 and direct that it be filed for audit.

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

b. Bills & Transfers for Approval for All Funds – June, 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	\$ 28,834.35
Liquid Fuels Fund	6,942.95
Machinery Fund	200.00
Impact Fund	5,240.33
Fire Fund	<u>100.00</u>

Total Bills & Transfers for Approval \$ 41,317.63

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

c. Renewal of Workers' Compensation Insurance Policy 2005-06

The Chairman asked the Board to consider a motion to renew and award the Workers' Compensation Insurance Policy to UPMC Health Benefits, Inc., through the Marthinsen and Salvitti Insurance Group at an annual premium of \$4,872, with an effective date of August 8, 2025. The new premium amount reflects a decrease of \$394 from the current premium amount.

The motion to accept the proposal for Worker's Compensation Insurance was made by Charlie Hickman and seconded by Walt Stout. All aye – motion carried.

d. Renewal of Package Insurance Policy – 2025-26

Last year the premium for the township's Property, Inland Marine, Liability, Public Official's Liability, Excess Liability (Umbrella), Automobile and Crime insurance coverage was \$22,047.

The Chairman asked the Board to consider a motion to approve the renewal of the Package Insurance Policy with Higbee Insurance based on the requested and updated coverage, at the annual premium of \$23,733 an increase of \$1,686, with an effective date of August 8, 2025. The change is due to the increased building values and an automatic 4% increase in property values due to inflation.

The motion was made by Charlie Hickman and seconded by Walt Stout to accept the proposal for the renewal of the Package Insurance policy from Higbee Insurance. All aye – motion carried.

3. Operations, Buildings, Grounds & Highways

a. Purchase of Used Double Drum Roller

The Chairman asked the Board to consider a motion to purchase a used 2014 Case DV26, 48" Double Drum 3-ton vibratory roller with 900 hours, from Black Diamond Equipment Rental for the quoted price of \$12,600 to replace the Ingersoll Rand roller that was purchased used in 2019 and is now in need of costly repairs. Bidding is not required for the purchase as the price is below the bidding requirement threshold.

The motion was made by Charlie Hickman and seconded by Troy Smith to purchase the roller using funds from the Impact Fee. All aye – motion carried.

4. Township Supervisors

a. Approval of Lot Split – Marilu Bailey and Zebulun McNett

The Chairman asked the Board to consider a motion to approve a Lot Split of 15.7253 acres, identified as Tax ID #24-05-109, conveyed by Deed between Marilu Bailey and Zebulun McNett, leaving residual acreage of 32.3306, pursuant to the review and recommendation of the Washington Township Planning Board, having met the conditions and requirements of the Township Subdivision and Land Development Ordinance, and having received approval from the Township Engineer, Sewage Officer and Zoning Officer.

The motion was made by Charlie Hickman and seconded by Walt Stout to approve the Bailey to McNett Lot Split. All aye – motion carried.

b. Approval of Lot Split – Scott Swarrow and Lloyd Blaker

The Chairman asked the Board to consider a motion to approve a Lot Split of 24.2279 acres, identified as Tax ID #24-05-105.E, conveyed by Deed between Scott and Heidi Swarrow and Lloyd and Kimberly Blaker, leaving residual acreage of 47.7721, pursuant to the review and recommendation of the Washington Township Planning Board, having met the conditions and requirements of the Township Subdivision and Land Development Ordinance, and having received approval from the Township Engineer, Sewage Officer and Zoning Officer.

The motion was made by Troy Smith and seconded by Walt Stout to approve the Swarrow to Blaker Lot Split. All aye – motion carried.

IV. New Business

There was no new business brought forth.

V. Information & Announcements

- Upcoming Meetings
 - Supervisor's Regular Meeting, Tuesday, August 12, 2025, 6:30 p.m.
 - Planning Board, Thursday, August 7, 2025 at 7:30 p.m.

Meeting Agenda

- Zoning Hearing Board and Park Board meets as needed.

VI. Public Comment/Questions: Nothing further.

VI. Adjournment

The meeting was adjourned at 6:50 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