

**WASHINGTON TOWNSHIP
BOARD OF SUPERVISORS**

112 Municipal Lane
Prosperity, PA 15329
January 7, 2026

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:

a. Pursuant to our request to reduce the speed limit on Route 19 from the southbound I-79 ramp to the Washington/Greene county line at the top of Dividing Ridge, Penn DOT conducted a speed study which revealed that the existing speed limit of 55 mph should be lowered to 45 mph. New signs indicating the reduced limit will be erected and maintained by Penn DOT when received.

b. We have received a written bid of \$5,600 from Wayne Township in Mifflin County for the Ingersoll-Rand DD-24 Double Drum Roller which we recently had on Muncibid. Pursuant to Section 1504 of the Township Code, townships are permitted to sell items to other municipalities without going through the bidding process for the sale of equipment. Action on the matter is on tonight's agenda.

2. Planning Board did not meet in January as there were no items on the agenda.

3. Zoning Board: No meeting.

4. Park Board: No meeting

5. Roadmaster's Report

6. Solicitor's Remarks

7. BCO/Zoning Report – McMillen Engineering

VI. Discussion & Action Items

A. Routine

1. Approval of Agenda with/without Addendum

Meeting Agenda

2. Approval of Minutes – December 9, 2025 regular meeting and the January 5, 2026 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 Debra Harris and Brett Stewart to the Washington Township Planning Board for additional four (4) year terms expiring on December 31, 2029.

- b. Zoning Hearing Board Re-appointment

Recommended Action

Consider a motion to re-appoint Larry Hall to the Zoning Hearing Board, for additional five (5) year term, expiring on December 31, 2030.

- c. Park Board Re-appointments

Recommended Action

Consider a motion to re-appoint Debbie Stephenson and Shauna Tretinik to the Township Park Board, for additional five (5) year terms, expiring on December 31, 2030.

- 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, 2026.

- d. Dennis Makel, Solicitor

Recommended Action

Consider a motion to name Dennis Makel, Esquire as Township Solicitor for the calendar year 2026, at the

contracted hourly rate of \$150.00 (\$10 increase) plus expenses, and \$225 per meeting attended.

e. Keith Golden, Sewage Enforcement Officer

Recommended Action

Consider a motion to appoint Keith Golden as the Township Sewage Enforcement Officer (SEO) for the calendar year 2026, at the contracted rates as attached. It is further recommended that Tim Neil be named as the alternate SEO for 2026 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 2026 at the contracted rate of \$119 per hour for Zoning matters and \$98 for Code Enforcement/Site Inspection services.

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 2026. 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. 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 2026, at an hourly rate of \$22.00, (a 75 cent per hour increase), and with benefits and working conditions granted to full-time employees by policy #2024-1.

b. 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 2026, at an hourly rate of \$22.00, (a 75 cent per hour increase), and with benefits and working conditions granted to full-time employees by policy #2024-1.

c. Kasey Turner, Full-time Maintenance Employee

Recommended Action

Consider a motion to retain Kasey Turner as a full-time Township Maintenance employee following the successful completion of his 90-day probationary period on January 17, 2026; and beginning on January 18, 2026 and continuing for the remainder of calendar year 2026, at an hourly rate of \$21.25, (a 1.25 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 for the 2026 calendar year, at an additional hourly rate of \$2.00 per hour.

2. Business Operations

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

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>Fire Fund</u>
Beginning Balance	\$ 185,085.94	\$ 40,507.34	\$ 66,220.06	\$ 12,133.26
Revenues	163,972.66	9.14	138.02	66.34
Expenditures	<u>-56,258.36</u>	<u>-0.00</u>	<u>-3,813.92</u>	<u>-8,661.00</u>
Ending Balance	\$ 292,800.24	\$ 40,516.48	\$ 62,544.16	\$ 3,538.60

Impact Fee

Beginning Cash Balance	\$ 407,045.20
Revenues – Acct. Interest	8,032.27
Expenditures	<u>-154,750.50</u>
Available Cash Balance	\$ 260,326.97
Investments Held	<u>2,250,000.00</u>
Total Account Balance	\$ 2,510,326.97

Recommended Action

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

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

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	\$ 56,400.12
Liquid Fuels Fund	0.00
Machinery Fund	3,813.92
Fire Fund	10,950.00
Impact Fund	<u>154,750.50</u>
Total Bills & Transfers for Approval	\$ 225,914.54

c. Acceptance of Bid from Another PA Township – Ingersoll Rand Roller

Recommended Action

We have received a bid of \$5,600 from Wayne Township, Mifflin County, PA, for the used Ingersoll Rand 48” Double Drum Roller which we had listed on Municibid, and for which we rejected a bid of \$3,600. Therefore, pursuant to Section 1504 of the Second Class Township Code, consider a motion to accept the bid of \$5,600 received from Wayne Township, Mifflin County, PA, for the used Ingersoll-Rand 48” Double Drum Roller.

d. 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 2026.

e. 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 2026. 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 #1-2026 - Designation of Banking Institution

Recommended Action

Consider a motion to adopt the following resolution (#1-2026):

BE IT RESOLVED that the First National Bank of Pennsylvania be designated as the depository of township funds during calendar year 2026, pursuant to Section 708 of the Township Code, subject to bonding and insurance requirements.

2. Adoption of Resolution #2 --2026 – Appointment of a Certified Public Accountant to Perform 2025 Audit

Recommended Action

Consider a motion to adopt the following resolution (#2-2026):

BE IT RESOLVED that pursuant to Section 917 of the Second Class Township Code, consider a motion to appoint Turnley Robertson Associates LLC of New Brighton, PA to perform the required examination of the

various accounts of the township for the fiscal year ending December 31, 2025, at a fee of \$7,000

3. Establishment of 2026 Park Pavilion Fees

Recommended Action

Consider a motion to establish the 2026 usage fees for the pavilion rental at Washington Township Park (no change from last year) as follows:

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
 - Supervisor’s Regular Meeting, Tuesday, February 10, 2026 at 6:30 pm
 - Planning Board, Thursday, February 5, 2026 at 7:30 p.m.
 - Zoning Hearing Board and Park Board meets as needed.

IX. Public Comment/Questions

X. Adjournment