

**WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS**

112 Municipal Lane  
Prosperity, PA 15329

**MEETING MINUTES**

Walter Stout, Chairman, called the December 9, 2025 meeting of the Washington Township Supervisors to order at 6:30 PM. In attendance were Supervisors Walter Stout, Troy Smith, Charles Hickman and Secretary/Treasurer, Amy Beatty. There were no others in attendance. Roll Call was taken followed by the Pledge of Allegiance.

I. Requests to Address the Board/Public Comment

There was no present to address the Board.

II. Correspondence and Reports

1. Received Correspondence:

- a. We have received the most recent (YE 2024) Financial Statements/Annual Audit from the Waynesburg-Franklin Township Volunteer Fire Company. The Report may be reviewed in the township office.
- b. The Pennsylvania Supreme Court issued a recent decision confirming that under the requirements established by the PA Sunshine Act, a municipality can amend, with majority consensus, the agenda at a public meeting and take action on the amended items. This decision was in response to a case argued in Commonwealth Court which resulted in the Court removing the exception in the Sunshine Act which allows an item to be added to the agenda at a meeting and subsequently acted upon at said meeting.
- c. We have received the following Certificates of Election from the Greene County Elections Office for the following individuals elected in the November 4<sup>th</sup>, 2025 General Election:

<u>Name</u>	<u>Office</u>	<u>Term/Expiring</u>
Troy Smith	Township Supervisor	6 years, 2031
Gwendolyn McCullough	Township Tax Collector	4 years, 2029
Roland Daniels	Township Auditor	6 years, 2031
Diane Headlee	Township Auditor	4 years, 2029

- d. Mrs. Headlee has advised the township that she will respectfully decline the 4-year Auditor position to which she was elected, because she served as the Township Secretary-Treasurer in 2025 resulting in a conflict under Section 916 of the Township Code.
2. The Planning Board did not meet on December 4th as there were no items on the meeting agenda.
  3. Zoning Board: No meeting.
  4. Park Board: No meeting.

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5. Roadmaster's Report: Mr. Hickman reported that the crew finished blowing leaves from ditches along township roads. They made and are in the process of installing posts and reflectors at all culverts. They plowed snow and cindered township roads as needed. They also performed equipment and building maintenance.
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 Walt Stout. All aye – motion carried.
2. The Chairman asked the Board for approval of Minutes of the November 11, 2025 Budget meeting and the November 11, 2025 regular meeting. The motion was made by Troy Smith and seconded by Charles Hickman 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. Resignations/Appointments

##### a. Tim Neil, Sewage Enforcement Officer, Retirement

The Chairman asked the Board to accept, with regret and best wishes, the letter of retirement received from long-time Township SEO, Timothy Neil, effective January 15, 2026. Tim has requested to remain as the Alternate SEO in cases of emergency or necessity. The motion was made by Charles Hickman and seconded by Walt Stout. All aye - motion carried.

##### b. Township Auditor Appointment – Connie Grimes

The Chairman asked the Board for a motion to appoint Connie R. Grimes, as a Township Auditor, effective January 5, 2026 under the terms of Township Resolution #2 of 2025. In accordance with Section 407 of the Second Class Township Code, she will hold the office until the first Monday in January after the first municipal election occurring more than sixty days after the vacancy occurs, which will be in November, 2027. The motion was made by Charles Hickman and seconded by Walt Stout. All aye – motion carried.

c. Township Auditor Appointment- Jada Barchiesi

The Chairman asked the Board for a motion to appoint Jada Barchiesi as a Township Auditor, effective January 5, 2026, under the terms of Township Resolution #2 of 2025. In accordance with Section 407 of the Second Class Township Code, she will hold the office until the first Monday in January after the first municipal election occurring more than sixty days after the vacancy occurs, which will be in November, 2027. 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 November 30, 2025

	<u>General</u>	<u>Liquid Fuels</u>	<u>Machinery</u>	<u>Fire Fund</u>
Beginning Balance	\$ 188,571.34	\$ 40,499.58	\$ 66,090.16	\$ 12,067.99
Revenues	23,831.50	7.76	229.90	115.27
Expenditures	<u>-27,316.90</u>	<u>-0.00</u>	<u>-100.00</u>	<u>-50.00</u>
Ending Balance	\$ 185,085.94	\$ 40,507.34	\$ 66,220.06	\$ 12,133.26

Impact Fee

Beginning Cash Balance	\$ 426,273.24
Revenues – Acct. Interest	792.84
Expenditures	<u>-20,020.88</u>
Available Cash Balance	\$ 407,045.20
Investments Held	<u>2,250,000.00</u>
Total Account Balance	\$ 2,657,045.20

The Chairman asked the Board to consider a motion to approve the Treasurer’s report for the period ending November 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 – November, 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	\$ 27,902.15
Liquid Fuels Fund	0.00
Machinery Fund	100.00
Fire Fund	50.00
Impact Fund	<u>15,288.32</u>
Total Bills & Transfers for Approval	\$ 43,340.47

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

3. Operations, Buildings, Grounds & Highways

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

Pursuant to the November 11, 2025 approval to advertise the used Ingersoll-Rand DD-24 Roller for sale on Municibid.com, the apparent “high” bid and bidder, was Brad Snyder with a bid of \$3,600.00.

The Chairman asked the Board to consider a motion to reject the high bid of \$3,600.00 received on Municibid for the sale of the used Ingersoll-Rand DD-24 Roller that was replaced in July.

The motion was made by Charles Hickman and seconded by Walt Stout. All Aye- motion carried.

4. Township Supervisors

a. Ordinances, Resolutions

1. Adoption of Resolution #3 of 2025 – Transfer of Funds – Impact to General Fund

The Chairman asked the Board to consider a motion to approve the following Resolution:

BE IT RESOLVED that \$150,000 be transferred to the General Fund from the Impact Fee Fund pursuant to the 2025 General Fund Budget as adopted on December 10, 2024.

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

2. Adoption of Resolution #4 of 2025 – Transfer of Funds – Fire Companies

The Chairman asked the Board to consider a motion to approve the following Resolution:

BE IT RESOLVED that the 2025 contribution of \$10,900 be paid to the Waynesburg-Franklin Township Fire Company and to the Amwell Township Fire Company

in the appropriate percentages (79% and 21% respectively) from the Fire Fund, pursuant to the agreements with those fire companies.

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

2. Adoption of Resolution #5 of 2025 – Approval of 2026 Final Budgets

The Chairman asked the Board to consider a motion to approve the following Resolution:

BE IT RESOLVED that the 2026 Final Budgets be approved for the various township accounts, with minor changes to the proposed budgets which were approved at the budget workshop meeting on November 11, 2025. A copy of the full budget package is available in the township office.

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
General Fund	\$ 724,100	\$ 506,775
Machinery Fund	85,350	34,700
Fire Fund	11,680	11,500
Liquid Fuels Fund	168,325	138,325

The motion was made by Charles Hickman and seconded by Walter Stout. All Aye – motion carried.

3. Adoption of Resolution #6 of 2025 – Tax Levies for 2026

The Chairman asked the Board to consider a motion approve the following Resolution:

BE IT RESOLVED that the following tax rates for the General, Machinery and Fire Funds be established for the year of 2026, with said rates for 2026 remaining the same as they were for 2025. In accordance with Sections 3205 and 3208 of the Second Class Township Code, the millage on each \$1,000 of assessed value, and the cents on each \$100 of assessed value are as follows:

<u>Fund</u>	<u>Millage/\$1000</u>	<u>Cents/\$100</u>
General	2.91	29.10
Machinery	0.50	5.00
Fire	<u>0.26</u>	<u>2.60</u>
<b>Total</b>	<b>3.67 mills</b>	<b>36.70 cents</b>

The motion was made by Charles Hickman and seconded by Walter Stout. All Aye – motion carried.

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IV. New Business. There was no new business brought forth for discussion.

V. Information & Announcements

- Upcoming Meetings
  - Supervisor's Reorganization, Monday, January 5, 2026 at 6:00 pm
  - Township Auditors' Reorganization, Tuesday, January 6, 2026 at 7:00 pm
  - Supervisor's Regular Meeting, Wednesday, January 7, 2026 at 6:30 p.m.
  - Planning Board, Thursday, January 8, 2026 at 7:30 p.m.
  - Zoning Hearing Board and Park Board meets as needed.
- The shared West Dividing Ridge Road waterline project with Amwell Township and SPWA is expected to begin this month, with an anticipated duration of approximately 2 months, depending on weather conditions.
- The Fall Clean-up Day that was held on Saturday, October 18<sup>th</sup> resulted in 13.9 tons of miscellaneous rubbish being deposited in three dumpsters.

VI. Public Comment/Questions. There were no further comments received from those in attendance.

VII. Adjournment: With nothing further for discussion, the meeting was adjourned at 6:55 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