

**WASHINGTON TOWNSHIP SUPERVISORS  
MEETING – Monday February 5, 2024**

The regular meeting of the Board of Supervisors of Washington Township was called to order at 1:30 p.m. by Vice-Chairman McCleaf.

**PRESENT:** Supervisors McCleaf, McCracken, Stine and Snowberger. Also, present were Township Manager Vernon Ashway, Township Secretary/Treasurer Karen Hargrave, Assistant Township Secretary Brigitte Mowen, Assistant Zoning Officer Chad Reichard, Solicitor Zachary Mills, OIC Jason Wolfgang and 1 citizen.

**FROM THE FLOOR:** None

**APPROVAL OF THE AGENDA:** On a McCracken/Snowberger motion, the Board of Supervisors approved the agenda as presented, vote was 4-0.

**APPROVAL OF THE MEETING MINUTES:**

**a. Regular Meeting Minutes**

On a McCracken/Snowberger motion, the Board of Supervisors approved the regular meeting minutes for January 15, 2024, vote was 4-0.

**TOWNSHIP SECRETARY:**

**a. Invoices:**

The following invoices were presented for payment:

General Fund	\$ 114,261.63
Highway Aid	\$ 23,235.77
Capital Reserve Fund	\$ 5,785.08
WTB Fund	<u>\$ 932.50</u>
 Total Invoices	 \$ 144,214.98

On a McCracken/Snowberger motion, the Board of Supervisors approved payment of the invoices as presented, vote was 4-0.

**ASSISTANT ZONING OFFICER'S REPORT:**

- a. JCS Extension Letter:** Assistant Zoning Officer presented a time extension request for JCS Commercial Properties. The request date is May 1, 2024. On a McCracken/Stine motion the Board of Supervisors approved the extension, vote was 4-0.
- b. Khan B&B Conditional Use Order:** Assistant Zoning Officer presented the conditional use order for 11754 Furnace Road and the request by the property owner to withdrawal the approved conditional use. The current owner intends to sell the property. The withdrawal was recommended for approval by Township staff. On a McCracken/Stine motion the Board of Supervisors approved the withdrawal of the conditional use order, vote was 4-0.
- c. Lodi Band Contract:** Assistant Zoning Officer presented a request from Lodi Band that submitted a contract to play at Red Run Park this summer. The band is

requesting to be paid \$500.00 for the performance. After some discussion by the Board of Supervisors the request was declined. The maximum amount per band at Red Run Park will remain at \$450.00 per performance. On a McCracken/Snowberger motion the Board of Supervisors declined the request, vote was 4-0.

#### MANAGER'S REPORT:

- a. **2024 Supervisor Committee Reassigning:** Township Manager presented the 2024 Supervisor Committees that was approved at the Workshop Meeting on January 8, 2024. Due to the change in Board Members the committees need to be reassigned. After some discussion the Board of Supervisors agreed to the following for the remainder of 2024.
  - a. **Streets/Public Transportation:** Scott Stine & Stewart McCleaf
  - b. **Police/Drug Task Force:** Scott Stine & Ted Snowberger
  - c. **WTMA/Utilities:** Ted Snowberger & Charlie Strausbaugh
  - d. **Parks/Train:** Charlie Strausbaugh & Ted Snowberger
  - e. **Recycling/Transfer Station:** Stewart McCleaf & Ted Snowberger
  - f. **Equipment/Technology:** Scott Stine & Stewart McCleaf
  - g. **Planning & Zoning:** Scott Stine & Barbara McCracken
  - h. **Emergency Management:** Scott Stine & Stewart McCleaf
  - i. **Personnel:** Scott Stine & Ted Snowberger
  - j. **Economic Development:** Charlie Strausbaugh & Barbara McCracken
  - k. **Budget & Finance Committee:** Board voted to remove committee

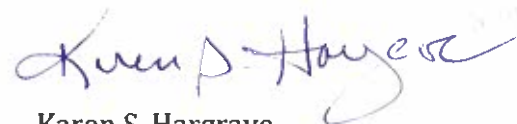
A motion was made by Supervisor McCleaf to remove the Budget & Finance Committee. Supervisor Stine commented that he would like to see quarterly budget reviews. On a McCracken/Snowberger motion the Board of Supervisors approved the removal of the Budget & Finance Committee and agreed to quarterly updates, vote was 4-0.
- b. **WTPD Disposal of Surplus Ammunition:** OIC Wolfgang presented a request from the Washington Township Police Department to exchange buckshot and rifle slug rounds that they currently have in stock. The Police Department is in the process of changing all shotgun ammunition to less than lethal. The exchange would be for equipment that can be utilized by the Police Department. On a McCracken/Stine motion, the Board of Supervisors granted this request, vote was 4-0.
- c. **WTPD Employment:** OIC Wolfgang presented a request for the hiring of a Police Officer to Washington Township Police Department. The tentative test date would be March 16, 2024. On a McCracken/Snowberger motion, the Board of Supervisors approved for the hiring of a Police Officer for WTPD, vote was 4-0.
- d. **Administrative Assistant Resignation:** Township Manager presented the resignation letter from Administrative Assistant Rochelle Moyer dated January 25, 2024. On a McCracken/Stine motion, the Board of Supervisors accepted the resignation of Rochelle Moyer effective February 7, 2024, vote was 4-0.
- e. **Administrative Assistant:** Township Manager recommended Tamara Noyer be moved from her current part-time position as receptionist to the full-time administrative assistant position effective February 11, 2024. The hourly rate will be \$17.25/hr. On a Stine/McCracken motion the Board of Supervisors approved the promotion of Tamara Noyer, vote was 4-0.

- f. **Receptionist Job Position:** Township Manager asked the Board of Supervisors to approve the hiring of a part-time receptionist to fill the vacancy. The hourly rate will be \$15.50/hr. On a McCracken/Stine motion the Board of Supervisors approved the hiring of a part-time receptionist, vote was 4-0.

**SOLICITOR'S REPORT:** Solicitor Mills advised that he has been working with the staff on various issues in addition to the upcoming fire negotiations and the contract the Township has with the Borough of Waynesboro.

**MISCELLANEOUS:** Supervisor McCracken passed on a compliment she received about the Washington Township Transfer Station. The township staff were very professional and courteous when they assisted a resident over the weekend. Supervisor McCleaf asked about having a key card to the Township so that he can access the building during office hours. Township Manager reminded the Board of Supervisors about the FCADC annual breakfast at Green Grove Gardens held on March 7, 2024, at 7:30 a.m. Township Manager asked the Board of Supervisors to let the staff know if anyone would be interested in attending the PSATS conference from April 14 - 17, 2024. Assistant Zoning Officer updated the Board of Supervisors about the Tomstown/Boulevard Phase1 development. The Township is waiting on Park/Recreation Fees and Bonding. Antietam Commons has not submitted an updated plan and was rezoned in 2021 to Medium-Density Residential (R2). The Township Manager discussed the big basin on Welty Road. Supervisor Snowberger discussed the 13 acres of land behind Shelby Avenue and would like to donate it to the Township for Antietam Park. Supervisor Snowberger asked the Township Manager to speak to the HOA about this. Supervisor McCleaf hasn't had any dialog with the Waynesboro Area High School about the Township flag but would like to do so soon.

With no further business, the meeting was adjourned at 2:47 p.m. on a McCracken/Stine motion, vote 4-0.



Karen S. Hargrave  
Township Secretary

