

**WASHINGTON TOWNSHIP SUPERVISORS
MEETING –Monday November 20, 2023**

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

PRESENT: Supervisors McCleaf, Strausbaugh, McCracken, DeDona and Stine. 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, Police Chief Michael McGovern, OIC Jason Wolfgang and 4 citizens.

FROM THE FLOOR: A group picture was taken of the current Township Supervisors McCleaf, Strausbaugh, McCracken, DeDona and Stine along with Township Manager Vern Ashway, Township Secretary Karen Hargrave, and Solicitor Zach Mills. The board also had a group picture taken with newly elected Township Supervisor Ted Snowberger.

APPROVAL OF THE AGENDA: On a DeDona/McCracken motion, the Board of Supervisors approved the agenda as presented, vote was unanimous.

AWARDING OF REFUSE HAULING BID: The Township Manager reviewed the hauling bids received. The Board of Supervisors discussed awarding the bid for 1 to 3 years. After some discussion the board awarded the bid to Buchanan Transportation for 2 years. On a DeDona/McCracken motion, the Board of Supervisors approved the bid award, vote was 4-0. Supervisor Strausbaugh abstained from the vote.

APPROVAL OF THE MEETING MINUTES:

a. Regular Meeting Minutes

On a McCracken/DeDona motion, the Board of Supervisors approved the regular meeting minutes for November 6, 2023, vote was unanimous.

REPORTS:

a. Waynesboro EMS October 2023 – Township Manager presented the October 2023 report from Waynesboro EMS. On a DeDona/McCracken motion, the Board of Supervisors approved the October 2023 report from Waynesboro EMS, vote was unanimous.

b. Waynesboro Fire Department Report - October 2023- Fire Chief Deavers presented the October 2023 fire department report. On a Strausbaugh/McCracken motion, the Board of Supervisors approved the Waynesboro Fire Department October 2023 Report, vote was unanimous.

c. Blue Ridge Fire & Rescue – October 2023 – Township Manager presented the October 2023 report from Blue Ridge Fire & Rescue. On a DeDona/McCracken motion, the Board of Supervisors approved the October 2023 Blue Ridge Fire and Rescue Fire & EMS report, vote was unanimous.

d. Waynesboro Volunteer Fire Dept. Report – October 2023 – Volunteer Jan Gilliland presented the October 2023 report from Waynesboro Volunteer Fire Department. On a DeDona/McCracken motion, the Board of Supervisors approved the October 2023 Waynesboro Volunteer Fire Department report, vote was unanimous.

e. **WTPD Report October 2023** – OIC Wolfgang presented the October 2023 report for the Washington Township Police Department. On a DeDona/Stine motion, the Board of Supervisors approved the October 2023 report from Washington Township Police Department, vote was unanimous.

TOWNSHIP SECRETARY:

a. Invoices:

The following invoices were presented for payment:

General Fund	\$ 127,578.40
Fire & EMS Fund	\$ 188,443.00
Highway Aid Fund	\$ 447.78
WTB	\$ 600.00
CR Cap. Proj.	\$ 9247.90
Police Pension Fund	<u>\$ 4000.00</u>
 Total Invoices	 \$ 330,317.08

On a DeDona/Stine motion, the Board of Supervisors approved payment of the invoices as presented, vote was unanimous.

- b. Purchase of Christmas Gift Cards:** Township Secretary asked the Board of Supervisors if they would like to purchase Martin's gift cards for the Township employees as a Christmas gift. The gift cards would be \$50 for each employee. On a Stine/DeDona motion, the Board of Supervisors approved the purchase of the gift cards, vote was unanimous.

ASSISTANT ZONING OFFICER'S REPORT:

- a. Baumgardner Subdivision:** Assistant Zoning Officer presented the final subdivision plan 16-23 for John and Linda Baumgardner. No additional comments were received from WTMA or the Franklin County Planning Department. Washington Township's Engineer had one comment regarding Township approval of the non-building waiver. Assistant Zoning Officer relayed a comment from SEO Jonathan Piper that the septic drainage field may be on the adjoining lot. Solicitor Zach Mills asked the owners if they would be willing to move the lot line if the drainage field is an issue in the future. Applicants John and Linda Baumgardner agreed to do so if needed (it was later determined that the drainage field was not on the adjoining lot). On a DeDona/McCracken motion, the Board of Supervisors approved the subdivision as recommended, along with waivers to Section 310-39(A)(2) of the Code of Washington Township – requiring sewer hook-up, and Section 310-39(B)(1) of the Code of Washington Township – requiring water hook-up, vote was unanimous.
- b. Green-Peck Subdivision:** Assistant Zoning Officer Chad Reichard presented the final subdivision pan 17-23 for the Green/Peck subdivision. This plan was sent to Franklin County Planning and WTMA, neither of which had any comments. Washington Township's Engineer had one comment regarding Township approval of the non-building waiver. On a Strausbaugh/McCracken motion, the

Board of Supervisors approved the subdivision as recommended, vote was unanimous.

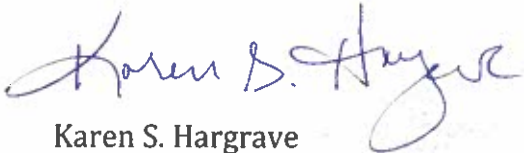
MANAGER'S REPORT:

- a. **Property Changes Report – October 2023:** The Township Manager presented the Property Changes Report for Washington Township.
- b. **FCATB 2024 Budget Review & Action:** The Township Manager presented the 2024 Budget Review & Action Plan from Franklin County Area Tax Bureau. On a McCracken/Strausbaugh motion, the Board of Supervisors voted to approve the FCATB 2024 Budget, vote was unanimous.
- c. **FCATB 2024 Representative & Alternate Form:** The Township Manager presented the FCATB 2024 Representative & Alternate Form to the Board of Supervisors. Solicitor Zach Mills suggested that this needs to go the Reorganization Meeting held on Tuesday, January 2, 2023. Board of Supervisors and Staff agreed to put this on the Re-org agenda.
- d. **Boyer & Ritter 2022 Audit Draft:** The Township Manager presented a preliminary draft financial report for the year 2022 from Boyer & Ritter.

SOLICITOR'S REPORT- Solicitor Mills advised that he has been working with Township staff on an ordinance and reviewing the police pension plan.

MISCELLANEOUS: Supervisor DeDona asked the Board and staff about plans for the 2024 Budget and when it would be ready for review. Supervisor Dedona recommends that the board hold a special meeting on Monday, November 27, 2023, to discuss and review the budget. Solicitor Mills reminded the staff that the 2024 draft budget once approved will need to be advertised and available for public review for 20 days. After a discussion by the Board of Supervisors they decided to advertise and hold a special meeting on Monday, November 27, 2023, to discuss and review the budget. The board discussed a meeting date of Thursday, December 28, 2023, to approve the budget and that date would be finalized in the special meeting held November 27, 2023. On a DeDona/Strausbaugh motion the Board approved the special meeting to be advertised to discuss the 2024 Draft Budget, vote was unanimous.

With no further business, the meeting was adjourned at 3:01 p.m. on a DeDona/McCracken motion, vote was unanimous.


Karen S. Hargrave
Township Secretary

3057

