

**WASHINGTON TOWNSHIP SUPERVISORS
MEETING –Monday December 4, 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 6 citizens.

FROM THE FLOOR: Resident Jim Schumacher complimented the Board of Supervisors on the new building. He made a request for a copy of the Township Comprehensive Plan and the current zoning map. Chairman McCleaf asked him to follow up with the Township Secretary for these items.

OPENING OF BIDS: Bids were opened for the 2023 Traffic Signal Upgrades along Route 16. The bids will be reviewed by staff and awarded at the next regular meeting on December 18, 2023.

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

APPROVAL OF THE MEETING MINUTES:

a. Regular Meeting Minutes

On a Strausbaugh/Stine motion, the Board of Supervisors approved the regular meeting minutes for November 20, 2023, vote was unanimous.

TOWNSHIP SECRETARY:

a. Invoices:

The following invoices were presented for payment:

General Fund	\$ 44,505.07
Fire & EMS Fund	\$ 35,898.86
WTB	\$ 3,565.00
CR Cap. Proj.	<u>\$ 84,858.06</u>
 Total Invoices	 \$ 168,826.99

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

ASSISTANT ZONING OFFICER'S REPORT:

- a. Traffic Study on Amsterdam Rd:** Assistant Zoning Officer presented a Traffic Study conducted by the Township on Amsterdam Rd. between Oller Ave and Old Mill Road. The traffic study was shared with the Washington Township Police Department.

- b. **Woodcrest D-3:** Assistant Zoning Officer Chad Reichard presented a request for a time extension on the Woodcrest D-3 Phase 1 subdivision plans. The additional extension request is for May 1, 2024. Staff recommends the supervisors approve the request. On a DeDona/McCracken motion, the Board of Supervisors approved the subdivision as recommended, vote was unanimous.

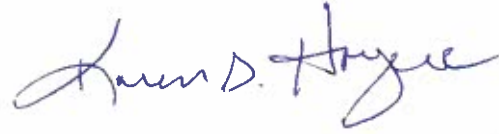
MANAGER'S REPORT:

- a. **Comcast Price Change:** The Township Manager presented a letter from Comcast stating that certain services and fees will be increasing on December 20, 2023.
- b. **Jackson Avenue Traffic Study:** Township Manager followed up with the Board of Supervisors about parking issues along Jackson Ave. and Laurel Lane. The Township Traffic Engineering will need to conduct a traffic study to enact a parking ordinance along both roads. Any work done to widen the roads would involve storm drains and swales. On a McCracken/DeDona motion, the Board of Supervisors requested that no traffic study should be conducted, vote was unanimous.
- c. **Transfer Station Position:** Township manager presented employment information for Tim Crider to work full time at the Transfer Station beginning December 18, 2023. The hourly rate will be \$19.00 per hour. On a DeDona/Stine motion, the Board of Supervisors approved the hiring of Tim Krider for full time employment at the Transfer Station, vote was unanimous.
- d. **Fire Box Card Discussion:** Township Manager Vernon Ashway shared the updated fire box cards for Washington Township. On a DeDona/Stine motion the Board of Supervisors approved the fire box cards for Washington Township, vote was unanimous.

SOLICITOR'S REPORT- Solicitor Mills advised that he has been working with Township staff on various issues. For the review of the police pension plan he sent copies to the administration and Police Department for review.

MISCELLANEOUS: Supervisor Strausbaugh recognized Township Secretary Karen Hargrave for her work on preparing the 2024 budget. Supervisor Strausbaugh noted that Karen spent evenings and weekends preparing the budget. The Board of Supervisors voted to award Karen with a \$500 gift card. On a DeDona/Stine motion, the Board of Supervisors approved the \$500 employee gift card, vote was unanimous. Township Secretary Karen Hargrave let the Board of Supervisor know that Jacqueline from Boyer & Ritter will be attending the Workshop Meeting on Monday, December 11, 2023, to review the 2022 audit. Township Manager Vernon Ashway advised the Board of Supervisors about a recent meeting with Maggie McGahen from Delta Development Group concerning the RACP grant. This grant is for the reimbursement of the New Building and is progressing as planned. The Township Manager also updated the Board of Supervisors that the Township is still accepting resumes for the Police Chief position for Washington Township Police Department.

With no further business, the meeting was adjourned at 2:15 p.m. on a DeDona/Stine motion, vote was unanimous.

A handwritten signature in blue ink, appearing to read "Karen S. Hargrave".

Karen S. Hargrave
Township Secretary

