

**WASHINGTON TOWNSHIP SUPERVISORS  
MEETING -Monday August 21, 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, Stine and DeDona. Also present were Township Manager Vernon Ashway, Township Secretary/Treasurer Karen Hargrave, Assistant Zoning Officer Chad Reichard, Solicitor Zachary Mills and 7 citizens.

**FROM THE FLOOR:** No comments.

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

**APPROVAL OF THE MEETING MINUTES:**

a. Regular Meeting Minutes

On a McCracken/Strausbaugh motion, the Board of Supervisors approved the regular meeting minutes for August 7, 2023, vote was unanimous.

**REPORTS:**

a. **Waynesboro EMS** - Dennis Ott presented the July 2023 report from Waynesboro EMS. On a DeDona/Strausbaugh motion, the Board of Supervisors approved the July 2023 report from Waynesboro EMS, vote was unanimous.

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

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

d. **Waynesboro Volunteer Fire Department Report** - Jan Gilliland presented the July 2023 Waynesboro Volunteer Fire Department Report. On a Strausbaugh/DeDona motion, the Board of Supervisors approved the July 2023 volunteer fire department report, vote was unanimous.

e. **WTPD Report July 2023**- Police Chief McGovern presented the July 2023 report for the Washington Township Police Department. On a DeDona/McCracken motion, the Board of Supervisors approved the July 2023 report from Washington Township Police Department, vote was unanimous.

**TOWNSHIP SECRETARY:**

a. **Invoices:**

The following invoices were presented for payment:

General Fund	\$ 64,506.50
WTB Fund	5,635.00
Highway Aid Fund	252,074.34

Total Invoices \$322,215.84

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

**b. Recycling Report-June 2023-Revised:**

The Township Secretary presented the June 2023 Revised Recycling Report. On a DeDona/Strausbaugh motion, the Board of Supervisors accepted the June 2023 Revised Recycling Report, vote was unanimous.

**c. Recycling Report-July 2023:**

The Township Secretary presented the July 2023 Recycling Report. On a DeDona/Strausbaugh motion, the Board of Supervisors accepted the July 2023 Recycling Report, vote was unanimous.

**ASSISTANT ZONING OFFICER'S REPORT:**

**a. 09-23 Heefner/Flook, Buena Vista Drive & Monta Vista Drive-Final**

**Subdivision Plan:** This plan went before the Washington Township Planning Committee. Franklin County and WTMA had no comments. The Township Engineer had two comments, need WTMA comment/approval and approval of a DEP waiver. all of which were acknowledged by Lee Royer and Associates. On a DeDona/McCracken motion, the plan was recommended for approval with no conditions, vote was unanimous.

**b. 10-23 Donald Zody Estate, Buchanan Trail East, Final Subdivision Plan:**

This plan went before the Washington Township Planning Committee. Franklin County had no comments and WTMA required that the sewer and water laterals for each of the proposed lots be connected and constructed to the property right-of-way line in the presence of a WTMA inspector. The Township Engineer had four comments, all of which were acknowledged by Eric Kauffman of Dennis Kauffman Surveying. Township Solicitor Mills stated that he would recommend that the easement be recorded in the Register and Recorder's Office to enable future title searches to identify it. The plan was recommended for approval pending payment of park and recreation fees, the recording of all easements shown on the plan, and WTMA's satisfaction with the connection of water and sewer laterals. On a DeDona/Strausbaugh motion, the Board of Supervisors approved the plan with the above conditions met, vote was unanimous.

**c. 11-23, Barkdoll Martin Homes, Old Forge Road and Calimer Drive, Final**

**Subdivision Plan:** This plan went before the Washington Township Planning Committee. WTMA and Franklin County did not have any comments. The Township Engineer had four comments, all of which were acknowledged by Lee Royer and Associates. On a DeDona/McCracken motion, the plan was recommended for approval as is, vote was unanimous.

**MANAGER'S REPORT:**

**a. Property Changes - July 2023-** The Township Manager presented the July 2023 Property Changes Report.

**b. Franklin County Tax Claim-Notice of Repository Sale-** The Township Manager presented the Franklin County Tax Claim Notice of Repository Sale.

**c. Franklin County Notice of Assessment & Revision of Taxes-** The Township Manager presented the Franklin County Notice of Assessment & Revision of Taxes.

**d. Franklin County Notice of Appeal Decisions-** The Township Manager presented the Franklin County Notice of Appeal Decisions.

**e. FCADC Invitation** - The Township Manager presented a reminder to the Board of Supervisors for the date and time for the thirty-fifth annual industry appreciation dinner.

**f. Finance Committee Discussion** - The Township Manager was asked to add this to the agenda for this meeting. Discussion was held by the Board of Supervisors concerning the subject of appointing a finance committee. Supervisor McCracken made a motion to not form a finance committee based on discussions held. This motion failed for the lack of a second to the motion. Supervisor DeDona commented on a wide range of items and their impact on cash flow including but not limited to the police department, RACP and ARPA monies, and several matches for successful grants. Supervisor DeDona stated it is the Board's responsibility to prepare a budget and to the extent the Board has objectives beyond the current year it would be appropriate to have a 1, 3 & 5 year plan as recommended by Supervisor Stine at previous meetings. Supervisor Stine was concerned about bringing in a 3<sup>rd</sup> party for this finance committee and felt that it wasn't a bad idea as long as the Board of Supervisors would not be asking double duty of staff members. Supervisor DeDona rejected the idea of a 3<sup>rd</sup> party, stating the intent of a Finance Committee was to keep a small group of supervisors well advised not only how the budget is prepared each year and how it is executing over the course of the year, but to begin to plan for future budgets. Supervisor DeDona stated no more than 3 - 4 meetings would be required per year, and estimated only an hour or two of staff time would be required for each. Those present wanted a name change to Budget Review Committee (BRC), and Supervisor DeDona agreed to a request from the Chairman to prepare a paper outlining the duties as discussed during this meeting. Supervisor Strausbaugh withdrew his name from the finance committee. On a McCracken/DeDona motion, the Board of Supervisors cancelled the finance committee, vote was unanimous. Former Township Manager Jeff Geesaman spoke and said he was the one that brought up the idea of a finance committee. He felt the Board should know the budget process more thoroughly by a budget review committee. Supervisor Strausbaugh commented that he did not want to serve on a finance committee. More discussion was held on the finance committee subject. On a Stine/McCracken motion, the Board of Supervisors tabled this matter until the next meeting. Solicitor Mills advised the Board of Supervisors that they can come up with a 1, 3, and 5 year plan for the Township but he did advise that the budget can change. Supervisor McCracken asked the status of Aldi's. The Board was advised that the Township was to receive a \$62,000 check in the mail this week for bonding and that closing on that project was scheduled to happen this week. Supervisor McCleaf asked about a possible ordinance for Laurel Lane for parking on one side of the street.

**SOLICITOR'S REPORT**- An update was given on the items he has been working on with our staff.

**MISCELLANEOUS**- None.

Karen S. Hargrave  
Township Secretary

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