

**WASHINGTON TOWNSHIP SUPERVISORS
MEETING -Monday, April 6, 2020**

****Note* This meeting was held via a teleconference due to the Covid-19 pandemic***

The regular meeting of the Board of Supervisors of Washington Township was called to order at 7:00 p.m. by Chairman Reichard. The meeting was opened with the Pledge of Allegiance.

PRESENT: Supervisors Reichard, McCracken, McCleaf, DeDona and Strausbaugh were present. Also present were Manager Jeffrey Geesaman, Secretary Karen Hargrave, Assistant Secretary Sarah Ginn, Township Planner Vernon Ashway, Solicitor Zachary Mills, Officer in Charge McGovern and 7 citizens.

FROM THE FLOOR: None

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

APPROVAL OF THE MARCH 16, 2020 MEETING MINUTES: On a DeDona/McCracken motion, the Board of Supervisors approved the meeting minutes from the March 16, 2020 meeting, vote was unanimous.

SECRETARY/TREASURER'S REPORTS:

a. Invoices:

The following invoices were presented for payment:

General Fund	\$141,449.50
Gen Fund Payroll	\$ 4,599.47
Highway Aid Fund	\$ 13,184.42
Impact Fee Fund	\$ 165.00
Capital Reserve Fund	<u>\$ 15,452.45</u>
Total Invoices	\$174,850.84

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

b. Transfer of Money from Capital Reserve to General Fund- A memo explaining the reverse of a transfer of funds was presented by the Township Treasurer. On a DeDona/McCracken motion, the Board of Supervisors authorized the Treasurer to transfer \$824,318.04 from the Capital Reserve fund to the General Fund, vote was unanimous.

c. Refund requests for reservations that are canceled due to Covid-19- Three reservation refunds were presented due to the Rouzerville Community Center being closed for Covid-19. On a DeDona/McCracken motion the following refunds were approved; Kendra Nolan \$75.00, Miranda Ridenour \$75.00 and Samantha Hunter \$75.00, vote was unanimous.

ZONING OFFICER REPORT:

a. Time Extension Requests for 5 pending plans- The Zoning Officer presented five-time extension requests from R. Lee Royer & Associates. The time extension requests were for the following plans: Liberty Baptist Church of Rouzerville, CPW (L&S Commercial Properties), Sharon Magee, Johnny Knepper Estates East and Buchanan Auto Park. On a DeDona/McCleaf motion, the Board of Supervisors approved the five-time extension requests until July 31, 2020 as presented, vote was unanimous.

MANAGER'S REPORT:

a. Resolution #717 MOU Chief of Police- The Township Manager presented Resolution #717 establishing a memorandum of understanding of terms and conditions of employment for Michael D. McGovern as Chief of Police. On a Strausbaugh/McCracken motion, the Board of Supervisors adopted Resolution #717 and promoted Michael D. McGovern to Chief of Police, vote was unanimous.

b. Resolution #718 Proclamation of Local Disaster Emergency (ratify)- The Township Manager presented Resolution #718 which proclaimed a local disaster emergency on March 16, 2020 due to the Covid-19 virus which would continue until the next Board of Supervisors meeting on April 6, 2020. On a DeDona/McCleaf motion, the Board of Supervisors ratified Resolution #718, vote was unanimous.

c. Resolution #719 Proclamation of Local Disaster Emergency 4-20-2020- The Township Manager presented Resolution #719 which proclaimed a local disaster emergency that has been on going since March 16, 2020. This new resolution would be dated to expire at the next Board of Supervisors meeting on April 20, 2020. On a DeDona/McCleaf motion, the Board of Supervisors adopted Resolution #719, vote was unanimous.

d. New Hires at the Transfer Station

1. Robert Shaffer Sr.
2. Milton Simmers IV

The Township Manager advised the Board of Supervisors that 2 part-time employees were interviewed to work at the Transfer Station. He recommended the hiring of Robert Shaffer Sr. at \$12.00 per hour and Milton Simmers IV at \$9.00 per hour. On a DeDona/McCracken motion, the Board of Supervisors ratified the hiring of part time employees Robert Shaffer Sr. and Milton Simmers IV for the Transfer Station, vote was unanimous.

e. Township operating protocol- The Township Manager advised the Board of Supervisors that a new work schedule went into effect on April 6, 2020 to help with social distancing requirements in our office. The Township Zoning Officer and Code Enforcement Officer would be alternating days of the week. The remaining office staff would primarily be working from home and when in the office the phones would be turned to night mode at 12:00 p.m. The Public Works Department will be working full staffed but spread out between different jobs and in separate vehicles to accommodate social distancing requirements.

f. April 13, 2020 PC and workshop meetings- A discussion was held on cancelling the next Planning Committee and Workshop meeting on April 13, 2020. On a McCracken/McCleaf motion, the Board of Supervisors voted to cancel the Planning Committee and Workshop meeting scheduled for April 13, 2020, vote was unanimous.

g. May 1, 2020 all-day meeting- A discussion was held on postponing the all-day supervisors meeting scheduled for May 1, 2020. On a Strausbaugh/McCleaf motion, the

Board of Supervisors voted to postpone the all-day supervisors meeting until the fall, vote was unanimous.

SOLICITOR'S REPORT- The Solicitor gave an update on the possible effects of township business during this pandemic crisis.

MISCELLANEOUS- Supervisors McCleaf and McCracken thanked the township staff for their cooperation during the Covid-19 epidemic. Supervisor Strausbaugh asked the Zoning Officer for an update on the clean up of the Ditch property on Mentzer Gap Road. The Township Manager thanked the Transfer Station and Police Department employees who are still dealing with the public face to face during the pandemic crisis. He stated the Transfer Station has been exceptionally busy during the past few weeks. The Township Manager also thanked former supervisor Elaine Gladhill for making masks for the Transfer Station employees to wear. The Township Manager also stated that the pending ordinances would continue to be put on hold until we can start having public meetings again. He also stated he has begun working on bid documents for materials, the paving of the Washington Township Boulevard and Monterey Pass project.

With no further business, the meeting was adjourned at 7:36 p.m. on a McCleaf/DeDona motion, vote was unanimous.



Karen S. Hargrave
Township Secretary

