

**WASHINGTON TOWNSHIP SUPERVISORS  
MEETING -Monday, September 12, 2022**

The regular meeting of the Board of Supervisors of Washington Township was called to order at 7:00 p.m. by Vice-Chairman McCleaf.

**PRESENT:** Supervisors, DeDona, McCleaf, McCracken and Stine. Also present were Manager Jeffrey Geesaman, Assistant Manager Vernon Ashway, Assistant Zoning Officer Chad Reichard, Secretary/Treasurer Karen Hargrave, Police Chief Michael McGovern and Solicitor Zachary Mills and 4 citizens. Supervisor Strausbaugh was not present.

**FROM THE FLOOR:** John & Maureen Harrison were present and had concerns about a neighbor's barking dog.

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

**APPROVAL OF THE MEETING MINUTES:**

**a. Regular Meeting Minutes August 15, 2022-** On a DeDona/McCracken motion, the Board of Supervisors approved the August 15, 2022 meeting minutes as presented, vote was 4-0.

**TOWNSHIP SECRETARY/TREASURER'S REPORTS:**

- a. Recycling Financial Report June 2022-** The Township Secretary/Treasurer presented the June 2022 Recycling Center financial report. On a McCracken/DeDona motion, the Board of Supervisors approved the June 2022 Recycling Center financial report, vote was 4-0.
- b. Transfer Station Financial Report June 2022-** The Township Secretary/Treasurer presented the June 2022 Transfer Station financial report. On a McCleaf/DeDona motion, the Board of Supervisors approved the June 2022 Transfer Station financial report, vote was 4-0.
- c. Earned Income Report - September 2022-** The Township Secretary/Treasurer presented the September 2022 Earned Income Report. On a DeDona/Stine motion, the Board of Supervisors approved the September 2022 Earned Income Report, vote was 4-0.
- d. LST Income Report - September 2022-** The Township Secretary/Treasurer presented the September 2022 LST Income Report. On a DeDona/Stine motion, the Board of Supervisors approved the September 2022 Earned Income Report, vote was 4-0.
- e. Treasurer's Report - July 2022 -** The Township Secretary/Treasurer presented the July 2022 Treasurer's Report to the Board of Supervisors. On a DeDona/Stine motion, the Board of Supervisors approved the July 2022 Treasurer's Report, vote was 4-0.
- f. Recycling Report - August 2022 -** The Township Secretary/Treasurer presented the August 2022 Recycling Report to the Board of Supervisors. On a DeDona/McCracken motion, the Board of Supervisors approved the August 2022 Recycling Report, vote was 4-0.

**g. Invoices-** The following invoices were presented for payment:

General Fund	\$ 227,408.66
Cap Res Cap Project	\$ 222,850.21
Highway Aid Fund	\$ 46,809.58
WTB Fund	<u>\$ 14,887.50</u>
Total Invoices	\$511,955.95

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

**ASSISTANT ZONING OFFICER'S REPORT:**

- a. **15-22 Jeffrey and Patricia Geesaman Subdivision Plan-** The Assistant Zoning Officer presented a final subdivision plan and a waiver request for widening of Airport Road for Jeffrey and Patricia Geesaman. Assistant Zoning Officer recommended approval of this plan which takes the plan from 3 lots to 4 lots with one parcel of property not large enough to be a lot, pending engineering approval as well as pending plan approval with the waiver request by engineering. On a Dedona/Stine motion, the Board of Supervisors voted to approve the subdivision plan pending the above-referenced conditions by engineering, vote was 4-0.
- b. **16-22 Antietam Creek, LLC Land Development Plan-** The Assistant Zoning Officer presented a land development plan for constructing 5 proposed storage buildings. Assistant Zoning Officer recommended approval pending the conservation district's approval and bonding requirements being met. On a DeDona/McCracken motion, the Board of Supervisors approved plan 16-22, Antietam Creek LLC land development plan with the above-referenced requirements, vote was 4-0.
- c. **Boy Scout Pack 14 Pine Hill Park Request October 8<sup>th</sup> & 9<sup>th</sup>, 2022 -** The Assistant Zoning Officer presented a request for use of Pine Hill Recreation Park for Boy Scout Pack 14 for an overnight campout on October 8 and October 9, 2022. On a DeDona/Stine motion, the Board of Supervisors approve the request for Boy Scout Pack 14 for a campout for Pine Hill Park on October 8<sup>th</sup> and October 9<sup>th</sup>, 2022, vote was 4-0.

**ASSISTANT MANAGER'S REPORT:**

- a. **WTPD Appointment to Permanent Full-Time Officer - Officer A. Attong-** The Assistant Manager presented a letter from Chief McGovern requesting Officer A. Attong's employment status be changed from Probationary Police Officer to a permanent Full-Time Police Officer per the Rules & Regulations of § 305 effective September 1, 2022. On a DeDona/McCracken motion, the Board of Supervisors approved Officer A Attong's employment status change from Probationary Police Officer to Permanent Full-time Police Officer effective September 1, 2022, vote was 4-0.
- b. **Spring Run HOA Request-Consideration of Crosswalks on WTB-** The Assistant Manager shared a letter from the Spring Run Estate HOA Board dated August 16, 2022 requesting crosswalks along the Washington Township Boulevard Path at Mystic Rock Lane North and Buhrman Drive East. On a

DeDona/Stine motion, the Board of Supervisors authorized crosswalks at those locations, vote was 4-0.

- c. **Notice of Estate Administration – R. Hovis Estate-** The Assistant Manager presented a copy of a Notice of Estate Administration for Robert E. Hovis listing the Township as a beneficiary. On a DeDona/McCracken motion, the Board of Supervisors accepted the Notice of Estate Administration, vote was 4-0.
- d. **Reminder – F.C. Legislative Breakfast – October 19, 2022-** The Assistant Manager presented a reminder to the Board of Supervisors for the Franklin County Legislative Breakfast event scheduled for Wednesday, October 19, 2022.
- e. **Washington Township Supervisors’ Welty Road Property-Discussion-** The Assistant Manager advised that he had an inquiry from Dade Royer as to what will happen with the Welty Road Property once the new building completed. He inquired as to whether the Board of Supervisors would entertain the idea of having a First of Refusal agreement with the Borough for the Welty Road Property. After some discussion, it was the consensus of the Board of Supervisors that, at this time, would not be interested in an agreement.
- f. **Resignation of Assistant Township Secretary – Sarah Ginn-** The Assistant Manager presented to the Board of Supervisors the resignation of Sarah Ginn dated August 26, 2022. On a DeDona/McCracken motion, the Board of Supervisors accepted the resignation of Sarah Ginn effective September 9, 2022, vote was 4-0.
- g. **Change of Office Staff Positions – Memo -**The Assistant Manager presented a Memo to the Board of Supervisors of the Change of Office Staff Positions. He recommended Brigitte Mowen be moved from her current full-time position as Administrative Assistant position to Assistant Secretary/Administrative Assistant position with her pay rate to change from \$17.00 per hour to \$18.00 per hour effective September 12, 2022. He also recommended that Rochelle Moyer be moved from her current position as part-time receptionist to full-time position as an Administrative Assistant with her pay rate to change from \$14.42 to \$17.00 ph. On a DeDona/Stine motion, the Board of Supervisors approved the above-referenced staff changes and pay rates as presented effective September 12, 2022, vote was 4-0.

#### **MANAGER’S REPORT:**

- a. **New Building Construction Update-** The Township Manager gave the Board of Supervisors an update on the new building construction.
- b. **Franklin County Public Training Center Event – October 7, 2022-** The Township Manager presented a notice of the Franklin County Public Safety Training Center 20-year event scheduled for October 7, 2022 at 10:30 a.m.
- c. **Mid-Year Financial Review-** The Township Manager presented copies of Draft Budget sheets for the upcoming year 2023 budget. Some discussion was held on the budget processes.
- d. **Delta Development Group – 2022-2023 Agreement -**The manager presented a signed copy the Delta Development Group agreement for year 2022-2023.
- e. **PennDOT 2022-2023 Municipal Winter Agreement –** The manager presented a signed copy of the Municipal Winter Agreement for 2022-2023.

- f. **DCNR Grant Award Announcement** -The manager presented a copy of the notice of grant award from the Pennsylvania Department of Conservation in the amount of \$250,000 for Red Run Park Development.

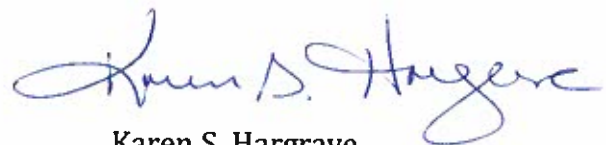
**SOLICITOR'S REPORT:** The Solicitor gave updates on items he has been working on with our staff.

**MISCELLANEOUS-** Assistant Zoning officer made the Board of Supervisors aware of a code enforcement matter that would be filed at the Magistrate District Office. Supervisor Stine mentioned two properties that contain junk issues and was advised to talk to The Township's Code Enforcement Officer about those properties.

With no further business, the meeting was adjourned at 3:10 p.m. on a DeDona/Stine motion, vote was 4-0.

On a DeDona/Stine motion, the Board of Supervisors entered an executive session at 3:10 p.m. The Board of Supervisors came out of executive session at approximately 3:31 p.m. The executive session was held to discuss legal matters.

Supervisor Strausbaugh called by telephone to discuss the idea of hiring a firm to evaluate township administrative staff, as well as police department administrative staff, which estimate could cost in the range of \$25,000 to \$35,000.



Karen S. Hargrave  
Township Secretary