

**WASHINGTON TOWNSHIP SUPERVISORS
MEETING –Monday, June 6, 2022**

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

PRESENT: Supervisors Strausbaugh, DeDona, McCleaf, Stine and McCracken. Also present were Manager Jeffrey Geesaman, Township Secretary/Treasurer Karen Hargrave, Assistant Manager Vernon Ashway, Assistant Zoning Officer Chad Reichard, Assistant Secretary Sarah Ginn, Police Chief Michael McGovern, Solicitor Zachary Mills and 1 citizen.

FROM THE FLOOR: Charles Haffling introduced himself to the Board of Supervisors as a new resident to the area with prior township supervisor's experience.

APPROVAL OF THE AGENDA: On a McCleaf/McCracken motion, the Board of Supervisors approved version 1 of the agenda, vote was unanimous. On a DeDona/Stine motion, the Board of Supervisors approved version 2 of the agenda, vote was unanimous.

APPROVAL OF THE MEETING MINUTES:

a. Regular Meeting Minutes May 16, 2022- On a McCleaf/McCracken motion, the Board of Supervisors approved the May 16, 2022 meeting minutes as presented, vote was unanimous.

SECRETARY/TREASURER'S REPORTS:

a. Invoices:

The following invoices were presented for payment:

General Fund	\$ 66,969.14
Highway Aid Fund	149,223.23
Cap Reserve	125.00
Cap Reserve Cap Proj.	<u>54,644.38</u>
Total Invoices	\$ 270,961.75

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

b. Awarding of Bids

1. 2022 Traffic Light- On a DeDona/McCleaf motion, the Board of Supervisors awarded the traffic signal and street lighting maintenance and repair services bid to PERCS Traffic Signals, Inc. for 3 years, vote was unanimous.

2. 2022 Materials Bids- On a DeDona/McCleaf motion, the Board of Supervisors awarded the low bidders their respective materials they bid (see attached), vote was unanimous.

3. 2022 Equipment & Labor Bids- On a DeDona/McCleaf motion, the Board of Supervisors awarded AAA Paving & Excavating, Inc. the 2022 equipment and labor bids, vote was unanimous.

c. Rouzerville Lions Club Donation- The Township Secretary/Treasurer presented a \$4,000.00 donation from Rouzerville Lions Club for the Pine Hill Restroom Project. On a

McCleaf/McCracken motion, the Board of Supervisors accepted the \$4,000.00 donation from Rouzerville Lions Club for the Pine Hill Restroom Project, vote was unanimous.

d. Walmart Donation- The Township/Secretary read a memo from the Chief of Police describing the items donated to the police department by Walmart. On a McCleaf/DeDona motion, the Board of Supervisors approved the donations for the police department from Walmart, vote was unanimous.

e. FCATB EIT Report June 2022- The Township Secretary/Treasurer presented the FCATB EIT report for June 2022.

f. FCATB LST Report June 2022- The Township Secretary/Treasurer presented the FCATB LST report for June 2022.

g. Boyer & Ritter Draft Financial Report- The Township Secretary/Treasurer presented a preliminary draft financial report for year 2021 from Boyer & Ritter.

ZONING OFFICER'S REPORT:

- a. Lloyd Bed & Breakfast Conditional Use Order-** The Assistant Zoning Officer presented a list of conditions from the Conditional Use Hearing held on May 16, 2022 for Susan Lloyd. On a McCleaf/Stine motion, the Board of Supervisors voted to accept the conditions presented for Susan Lloyd of 12288 Charmian Lane, Blue Ridge Summit, vote was unanimous.

ASSISTANT MANAGER'S REPORT:

- a. Request from Blue Ridge Summit Library-** The Assistant Manager presented a request from the Blue Ridge Summit Library to host their annual 5K race/walk on July 16, 2022. On a McCleaf/McCracken motion, the Board of Supervisors approved the Blue Ridge Summit Library's request to host a 5K race/walk on July 16, 2022, vote was unanimous.
- b. Merit Wage Increase for Cindy Broas-** The Assistant Manager presented a memo from Chief McGovern requesting a merit wage increase for Cindy Broas. The request would change her hourly rate to \$20.60, effective June 19, 2022. On a DeDona/McCracken motion, the Board of Supervisors approved the merit wage increase for Cindy Broas to \$20.60/hour, effective June 19, 2022, vote was unanimous.
- c. Request for Change in Residency Requirement-** The Assistant Manager presented a memo from Chief McGovern requesting an amendment to the residency requirements for police officers. The current rules/regulations require an officer to reside within a twelve-mile radius of the police department office. Chief McGovern proposed the residency requirement be extended to a twenty-five-mile radius (maintaining a required residency within the Commonwealth of Pennsylvania). On a McCleaf/Stine motion, the Board of Supervisors approved the residency requirement change to a twenty-five-mile radius from the police department office, vote was unanimous.
- d. Resignation of Kimberly Sheffler-** The Assistant Manager read a resignation letter from Kimberly Sheffler, the admin receptionist, effective June 8, 2022. On a McCleaf/DeDona motion, the Board of Supervisors accepted the resignation of Kimberly Sheffler, effective June 8, 2022, vote was unanimous.
- e. Resignation of Aaron Gardner-** The Assistant Manager read a resignation letter from Aaron Gardner, transfer station employee, effective June 20, 2022. On a

McCleaf/McCracken motion, the Board of Supervisors accepted the resignation of Aaron Gardner, effective June 20, 2022, vote was unanimous.

- f. **Parks Department Employee Memo-** The Assistant Manager read a memo outlining the staffing situation in the Parks Department. The first recommendation was to hire a full-time employee for the Parks Department. On a DeDona/Stine motion, the Board of Supervisors voted to hire a full-time Parks Department employee at a pay rate of \$19.00/hour, vote was unanimous. The second recommendation was to give a pay increase to current Parks Department employee Dave Bloom to \$19.00/hour. On a DeDona/Stine motion, the Board of Supervisors voted to increase the pay rate of Dave Bloom to \$19.00/hour, effective June 19, 2022, vote was unanimous.
- g. **Request for YMCA Event-** The Assistant Manager reminded the Board of Supervisors of the 7th Annual Strokes, Spokes and Strides Triathlon hosted by the YMCA on Saturday, June 11, 2022.

MANAGER'S REPORT:

- a. **Quote #57590 from Tele-Plus-** The Township Manager presented a quote from Tele-Plus in the amount of \$179,960.40 for installation of intrusion alarms, fire sensing devices, surveillance, perimeter gate and fencing protection at the new office complex on Buchanan Trail East. On a McCracken/Stine motion, the Board of Supervisors approved quote #57590 from Tele-Plus in the amount of \$179,960.40, vote was unanimous.
- b. **Quote #57591 from Tele-Plus-** The Township Manager presented a quote from Tele-Plus in the amount of \$81,792.00 for providing infrastructure that includes cabling and meeting room media needs at the new office complex on Buchanan Trail East. On a DeDona/McCracken motion, the Board of Supervisors approved quote #57591 from Tele-Plus in the amount of \$81,792.00, vote was unanimous.
- c. **Save the Date FCADC Dinner-** The Township Manager presented a save the date for the FCADC Industry Appreciation Dinner on September 22, 2022.
- d. **Resolution #770-** The Township Manager presented Resolution #770, authorizing signatures on the 2022 and 2023 Police Traffic Services Enforcement Grant Program. On a McCleaf/Stine motion, the Board of Supervisors adopted Resolution #770, vote was unanimous.

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

MISCELLANEOUS- Chief McGovern stated that National Night Out would be held on Tuesday, August 2nd with more information to follow.

On a DeDona/McCleaf motion, the Board of Supervisors voted to amend the agenda for the 3rd time with an addition by the Assistant Manager. The Assistant Manager presented an alcohol permit request from Irahilda Acosta at the Rouzerville Community Center on October 1, 2022. On a DeDona/McCleaf motion, the Board of Supervisors authorized the Chairman to sign and approve the alcohol permit for Irahilda Acosta on October 1, 2022 at the Rouzerville Community Center, vote was unanimous.

With no further business, the meeting was adjourned at 2:54 p.m. on a McCracken/McCleaf motion, vote was unanimous.

An executive session was held after adjournment to discuss employee matters.

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

Karen S. Hargrave
Township Secretary