

WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS  
ANNUAL RE-ORGANIZATION MEETING - 1/4/2016

The annual reorganization meeting of the Washington Township Board of Supervisors was held Monday, January 4, 2016. Those in attendance were: Chairman Leon Lutz, Vice-Chairman Wendell Gainer, Supervisor Lynn Brown, Secretary-Treasurer Dawn Koch, Layne Frantz, Sal Varacalli, Barry Newswanger, and Essie Karnes.

Chairman Leon Lutz called the meeting to order starting with the pledge of allegiance. Chairman Lutz read aloud notices, available as handouts to meeting attendees, regarding meeting conduct and public comment procedures.

**PUBLIC COMMENT:** No public comment.

**APPOINTMENT OF CHAIR AND VICE CHAIR:** Upon motion of Supervisor Leon Lutz, seconded by Supervisor Brown, Supervisor Wendell Gainer was appointed as temporary Chairman of the Board. Motion carried.

Supervisor Wendell Gainer nominated Supervisor Leon Lutz to serve as Chairman of the Board for 2016. Supervisor Lutz accepted the nomination. The motion was seconded by Supervisor Brown. Motion carried.

Chairman Lutz nominated Supervisor Gainer to serve as Vice-Chairman of the Board for 2016. Supervisor Gainer accepted the nomination. The motion was seconded by Supervisor Brown. Motion carried.

**2016 APPOINTMENTS:** The following appointments were accepted as follows:

14. Vice-Chairman Gainer made the motion to accept **Resolution 2016-Three Depository for Township Funds** listing the depositories as First Citizens Community Bank for general funds, PLGIT for Liquid Fuels, and Vanguard as the investment account.

Vice-Chairman Gainer made the motion to accept items 5 Permit Enforcement Office & 8 UCC Building Code Official as Benesch Engineering. Included in this motion was the acceptance of **Resolution 2016-Four UCC Permit Fee Schedule** the motion was seconded by Chairman Lutz and carried by all.

	Position	2015 Appointed	Motion	2nd	Motion Passed
1	Secretary Treasurer:	Dawn A. Koch	Gainer	Lutz	Yes
2	Roadmaster:	Gary Neidlinger	Gainer	Lutz	Yes
3	Assistant Roadmaster:	Layne Frantz	Gainer	Lutz	Yes
4	Solicitor:	Richard Wiest of Williamson, Friedberg and Jones, LLC.	Gainer	Lutz	Yes
6	Sewage Enforcement Official:	Larson Design Group	Gainer	Lutz	Yes
7	Alternate SEO:	Benesch Engineering	Gainer	Lutz	Yes
9	Driveway Permit Official:	Benesch Engineering	Gainer	Lutz	Yes

10	Vacancy Board Chairman:	Heath Machamer	Gainer	Lutz	Yes
11	Emergency Management Coordinator:	Carl Stump	Gainer	Lutz	Yes
12	Fire Marshall:	Mike Stalnecker	Gainer	Lutz	Yes
13	Township Meetings:	3rd Monday of the month at 7:00 p.m. at the Municipal Building	Gainer	Lutz	Yes
15	Treasurer's Bond:	\$1,000,000.00	Gainer	Lutz	Yes
16	Open Records Officer:	Dawn A. Koch	Gainer	Lutz	Yes
17	Assistant Open Records Officer:	Wendell Gainer	Gainer	Lutz	Yes
18	UCC Appeals Board Members:	James Martin, Carl Stump and Gary Brown	Gainer	Lutz	Yes
19	Alternate UCC Appeals Board Member:	Dave Krause	Gainer	Lutz	Yes
20	Delegate to the Sch. County Tax Collection Committee:	Barry Newswanger	Gainer	Lutz	Yes
21	Alternate Delegate to the Sch. County Tax Collection Committee:	Larry Padora	Gainer	Lutz	Yes

**2016 BENEFITS:** At the September 9, 2015 Employee Benefits meeting Vice-Chairman Gainer made the motion, seconded by Chairman Lutz and carried by all that beginning 2016 a 20% contribution will be made by the employees to help defray the cost of health, dental, and vision insurance.

A motion by Vice-Chairman Gainer seconded by Chairman Lutz and carried by all approving the change to update the employee handbook regarding insurance coverage to read as follows:

- i. **Health Insurance including Dental and Vision Insurance** – All regular full-time employees are eligible for medical coverage under a plan determined by the Board of Supervisors. Full-time employees are eligible for coverage after thirty (30) days; employees are responsible for 20% of the monthly premium for medical, dental, and vision insurance.

**2016 WAGES:** After a brief discussion the following wages were set for 2016:

		<u>Motion</u>	<u>2nd</u>	<u>Motion passed</u>
Roadmaster	\$21.00	Lutz	Brown	Yes
Asst-Roadmaster	\$18.50, with an additional \$1.00 when Roadmaster is absent	Gainer	Lutz	Yes
Full-Time Road crew	\$17.75	Gainer	Lutz	Yes
Part-Time Road crew	Case by case not to exceed \$18.00	Gainer	Lutz	Yes
Secretary/Treasurer	\$19.00	Gainer	Lutz	Yes
EMC	Up to \$18.45 per hr- Carl Stump increases to \$17.43	Gainer	Lutz	Yes

\*\*Supervisor Brown voted no to the increases given to the Asst. Roadmaster and Full-Time Road crew, the motion passed with 2 yes votes and 1 no vote for each increase.

**2016 FEES:** Upon motion of Chairman Leon Lutz, seconded by Supervisor Brown, Driveway Permit Fees were set at \$250.00. This motion unanimously carried.

Upon motion of Chairman Lutz, seconded by Supervisor Brown, the Sewage Permit fee schedule submitted by Larson Design Group was accepted. This motion unanimously carried.

Upon motion of Chairman Leon Lutz, seconded by Vice-Chairman Gainer, carried by all, the Agricultural Structure Permit fees will remain as follows (Structures 1000 – 1500 sq. feet = \$50.00; Structures 1501 – 5000 sq. feet = \$250.00; Structures 5001 sq. feet – and above = \$500.00). This motion unanimously carried. Secretary Koch noted the updated application notes the requirement that a copy of a County Zoning Permit be submitted with each application.

**OLD BUSINESS:** No old business

**NEW BUSINESS:** No new business

**ADJOURNMENT:** There being no further business to come before the Board of Supervisors of Washington Township, upon motion of Chairman Lutz, seconded by Vice-Chairman Gainer, carried by all, the meeting adjourned at 7:00 p.m.

Respectfully Submitted,



Dawn A. Koch, Sec. Treas.  
Washington Township

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