

Emerald, PA

January 3, 2023

The Re-organization meeting of the Washington Township, Lehigh County, Board of Supervisors, was called to order at 3:30 PM in the Municipal Building at 7951 Center Street, Emerald, PA.

Roll Call indicated the presence of Supervisors Josh Friebolin and Tim O'Brian, Shawn Wanamaker. Also present were Secretary, Erin Stenger-Guth, Zoning officer Alberta Scarfaro and Atty. John Ashley.

Shawn Wanamaker opened the meeting and asked for nomination for Temporary Chairman of the Board for 2023

Motion was made by Tim O'Brian and seconded by Shawn Wanamaker to elect Josh Friebolin, Temporary Chairman for 2023

Roll Call: Tim O'Brian – yes; Shawn Wanamaker – yes; Josh Friebolin - abstained

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to elect Josh Friebolin, Chairman for 2023.

Roll Call: Shawn Wanamaker- yes; Tim O'Brian – yes; Josh Friebolin- abstained

Motion was made by a Tim O'Brian and seconded by Josh Friebolin to nominate Shawn Wanamaker for Vice-Chairman.

Roll Call: Tim O'Brian—yes; Josh Friebolin – yes; Shawn Wanamaker –abstained

Motion was made by Shawn Wanamaker and seconded by Josh Friebolin to set the wages for the Secretary/Treasurer for 2023 and appoint Erin Stenger-Guth to the position at a rate of \$21.50 an hour (3% increase) \$150.00 meeting pay plus local travel mileage and other approved benefits for 2023.

Roll Call: Shawn Wanamaker-yes; Josh Friebolin-yes; Tim O'Brian—yes

Motion was made by Tim O'Brian and seconded by Shawn Wanamaker to set the wages for the Office Assistant for 2023 and appoint Joan Jones to the position at a rate \$18.00 an hour (3% increase) plus local travel mileage.

Roll Call: Tim O'Brian- yes; Shawn Wanamaker-yes; Josh Friebolin-yes

Motion was made by Tim O'Brian and seconded by Shawn Wanamaker to appoint Wade Marlatt, Manager for 2023 at a rate of \$31.83 per hour (3% increase) plus local travel mileage and other approved benefits.

Roll Call: Tim O'Brian- yes; Shawn Wanamaker-yes; Josh Friebolin-yes

Motion was made by Tim O'Brian and seconded by Shawn Wanamaker to appoint Alberta Scarfaro Zoning/Planning officer for 2023 at a rate of \$28.39 an hour plus other approved benefits and local travel mileage.

Roll Call: Tim O'Brian –yes; Shawn Wanamaker –yes; Josh Friebolin-yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to appoint John Tarfas, Enforcement officer for 2023 at a rate of \$19.14 per hour (3% increase) plus local travel mileage.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin

Motion was made by Tim O'Brian and seconded by Shawn Wanamaker to appoint Thomas Dengler as Road-master for 2023 at a rate of \$29.70 an hour, plus local travel mileage and other approved benefits as per union contract.

Roll Call: Tim O'Brian-yes; Shawn Wanamaker-yes; Josh Friebolin-yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to appoint Davison & McCarty, Attorney John Ashley, at a rate of \$115.00 an hour, Solicitor for Washington Township for 2023.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin - yes

Motion was made by Tim O'Brian and seconded by Josh Friebolin to appoint Summers Nagy Law Offices, Inc., Atty. Jill E. Nagy, at a rate of \$150.00 an hour, Solicitor for Washington Township for labor issues for 2023.

Roll Call: Tim O'Brian-yes; Josh Friebolin- yes; Shawn Wanamaker

Motion was made by Tim O'Brian and seconded by Shawn Wanamaker to appoint Nanovic Law Office for Zoning Hearing board for 2023.

Roll Call: Tim O'Brian-yes; Shawn Wanamaker-yes; Josh Friebolin

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to appoint Strubering Law office as an alternate for Zoning Hearing board for 2023.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian- yes Josh Friebolin-yes

Motion was made by Tim O'Brian and seconded by Josh Friebolin to appoint Keystone Consulting Engineers, Inc. structural and non-structural engineers for 2023. 2023 fee schedule entered into the minutes (see attached)

Roll Call: Tim O'Brian-yes; Josh Friebolin – yes; Shawn Wanamaker –yes

Motion was made by Shawn Wanamaker and seconded by Josh Friebolin to appoint Buckno, Lisicky & Company to audit the 2022 records for Washington Township, including the EIT records, not to exceed the rate of \$11,500.00.

Roll Call: Shawn Wanamaker-yes; Josh Friebolin-yes; Tim O'Brian-yes

Motion was made by Shawn Wanamaker and seconded by Josh Friebloin to appoint George Beam to the Chairman of the Vacancy Board for 2023.

Roll Call: Shawn Wanamaker- yes; Josh Friebolin-yes; Tim O'Brian-yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to appoint Key Bank, Neffs National Bank, and Lehigh County Investment Pool, depositories for Township funds for 2023.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Frebolin-yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to hold the regular monthly workshop meeting for the Board of Supervisors on the first Tuesday of each month at 3:30 PM in the Municipal Building for 2023 and have Secretary advertise such dates in the local newspaper. (Exception of November)

Roll Call: Shawn Wanamaker- yes; Tim O'Brian-yes; Josh Friebolin-yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to hold the regular monthly meetings for the Board of Supervisors on the first Tuesday of each month at 7:30 PM in the Municipal Building for 2023 and have Secretary advertise such dates in the local newspaper. Exception for November 2023 meetings will be November 2nd, 2023.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin - yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to set the Treasurers Bond at \$300,000 for 2023.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin-yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to set the Office Assistant Bond at \$300,000 for 2023.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin-yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to set the Managers bond at \$300,000 for 2023.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin-yes

Motion was made by Tim O'Brian and seconded by Shawn Wanamaker to approve Shawn Mantz, Deputy Real Estate Tax Collector for 2023.

Roll Call: Tim O'Brian-yes; Shawn Wanamaker-yes; Josh Friebolin-yes

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to appoint Barry Isset BCO and residential & commercial Building Inspector for 2023.

Roll Call: Josh Friebolin- yes; Shawn Wanamaker-yes; Tim O'Brian-yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to set the laborer's wage at top rate \$25.70 per hour for 2023 plus other approved benefits. As per Union Contract.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin-yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian that any laborer hired on a part-time basis shall be paid \$15.00 per hour with overtime paid only over forty (40) hours per week and will not be eligible for any paid benefits.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Freibolin-yes

Motion was made by Tim O’Brian and seconded by Shawn Wanamaker to designate the three (3) Supervisors, Manager, Roadmaster, Zoning officer and Secretary to be delegates to the State Convention for 2023 to be held April 23rd – April 26th 2023 and be reimbursed for expenses allowed by law.

Roll Call: Tim O’Brian- yes; Shawn Wanamaker-yes; Josh Friebolin-yes

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to appoint Wade Marlett voting delegate to the State Convention to be held April 23rd thru the 26th 2023 at Hershey, PA.

Roll Call: Josh Friebolin- yes; Shawn Wanamaker-yes; Tim O’Brian-yes

Motion was made by Shawn Wanamaker and seconded by Tim O’Brian to designate the third Wednesday of each month at 6:30 PM as the regular monthly meeting of the Zoning Hearing Board for 2023 as scheduled and to be held at the Municipal Building.

Roll Call: Shawn Wanamaker-yes; Tim O’Brian-yes; Josh Friebolin-yes

Motion was made by Shawn Wanamaker and seconded by Tim O’Brian to designate the last Monday of each month at 7:00 PM as the regular monthly meeting for the Washington Township Planning Commission except when the last Monday is a holiday, the meeting will be held at the discretion of the Board for the year 2023 and to be held at the Municipal Building as needed.

Roll Call: Shawn Wanamaker-yes; Tim O’Brian-yes; Josh Friebolin- yes

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to set the wages of the Zoning Hearing Board at \$40.00 per hearing for 2023, not to exceed two (2) hearing per night.

Roll Call: Josh Friebolin- yes; Shawn Wanamaker-yes; Tim O’Brian-yes

Motion was made by Tim O’Brian and seconded by Shawn Wanamaker to set the mileage rate for reimbursement at \$.65.5 cents per mile for those, allowed by law, to receive compensation when attending meetings, local township business, seminars and conventions.

Roll Call: Tim O’Brian- yes; Shawn Wanamaker-yes; Josh Friebolin-yes

Motion was made by Shawn Wanamaker and seconded by Tim O’Brian to set the Street Light assessment at \$40.80 flat rate per customer and Fire Hydrant assessment at \$31.22 flat rate per customer for 2023.

Roll Call: Shawn Wanamaker-yes; Tim O’Brian-yes; Josh Friebolin

Motion was made by Shawn Wanamaker and seconded by Shawn Tim O’Brian to adopt the following road improvement list (State Project) for 2023, (subject to change) 2 miles (tentatively approve)

Overlay

Part of Rextown Rd	Part of Grove St
Mill Creek	Part of Oakland St.
Bake Oven	Northwood

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin-yes

Motion was made by Shawn Wanamaker and seconded by Tim O'Brian to appoint Chris Noll, Certificate #01749, primary SEO and Ian Stoudt, alternate SEO for 2022.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin-yes

Motion was made to appoint Chris Noll, as inspector for drywells for 2022 by Shawn Wanamaker and seconded by Tim O'Brian.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin-yes

Motion was made by Tim O'Brian and seconded by Shawn Wanamaker to appoint Sherry Graver, Emergency Management Coordinator for 2022.

Roll Call: Tim O'Brian- yes; Shawn Wanamaker-yes; Josh Friebolin-yes

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to set the 2022 millage rate for Washington Township at .3 mills.

Roll Call: Josh Friebolin- yes; Shawn Wanamaker-yes; Tim O'Brian-yes

Motion was made by Tim O'Brian and seconded by Josh Friebolin to appoint Wade Marlatt Right to know officer.

Roll Call: Tim O'Brian yes; Shawn Wanamaker-yes; Josh Friebolin-yes

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to appoint Erin Stenger-Guth as Pension Coordinator.

Roll Call: Josh Friebolin- yes; Shawn Wanamaker-yes; Tim O'Brian-yes

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to appoint Jason Williams to a three (3) year term on the Zoning Hearing Board commencing 1/1/2023-1/1/2026.

Roll Call: Josh Friebolin- yes; Shawn Wanamaker-yes; Tim O'Brian-yes

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to appoint two (2) members Andrew Mack to a four (4) year term 1/1/2023 -1/1/2027 & Dave Lear to a five (5) year term on the Planning Commission board commencing 1/1/2023-1/1/2028.

Roll Call: Josh Friebolin- yes; Shawn Wanamaker-yes; Tim O'Brian-yes

Motion was made by Shawn Wanamaker to appoint Scott Green Zoning Hearing alternate and seconded by Tim O'Brian.

Roll Call: Shawn Wanamaker-yes; Tim O'Brian-yes; Josh Friebolin-yes

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to appoint Jessica Mack to a five (5) year term on the Northern Lehigh Recreation Authority commencing 1/1/2023-1/1/2028

Roll Call: Josh Friebolin – yes; Shawn Wanamaker-yes; Tim O'Brian-yes

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to appoint Shawn Mantz to a three (3) year term on the Property Maintenance Appeal board commencing 1/1/2023-1/1/2026.

Roll Call: Josh Friebolin- yes; Shawn Wanamaker-yes; Tim O'Brian-yes

Supervisor comments: None

Public comments: None

Meeting was adjourned @ 4:05PM

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to adjourn the meeting at

Roll Call: Shawn Wanamaker-yes; Josh Friebolin-yes; Tim O'Brian-yes

Respectfully submitted,

Erin Stenger-Guth

Secretary