

**WASHINGTON TOWNSHIP  
BOARD OF SUPERVISORS  
Regular Meeting January 8, 2025**

**The Regular Meeting of the Washington Township Board of Supervisors was held on January 8, 2025, at 7:00 pm. The meeting format and agenda were posted on the Township website and the Administrative Building door.**

**CALL TO ORDER:** Chairman Smith called the meeting to order at 7:03 PM. Vice Chair Tolino and Supervisor Huratiak were also in attendance. Also present were Secretary/Treasurer Sharon Cifuentes, Police Chief Krome, Alternate Solicitor Richard Santee, Engineer Daren Martocci, and Road Foreman Craig Hester. There were 3 people in the audience.

**PLEDGE OF ALLEGIANCE:** Recited

**APPROVAL OF BILLS:**

<b>General Fund</b>	<b>Check # 20765-20803</b>	<b>\$54,646.98</b>
<b>Garbage Fund</b>	<b>Check # 1255</b>	<b>\$81,767.79</b>
<b>Recreation Fund</b>	<b>Check# 1850</b>	<b>\$140.00</b>
<b>Sinking Fund</b>	<b>Check # 3041</b>	<b>\$27,744.29</b>

All bills are on file in the Administration Building and can be viewed during regular business hours.

**Chairman Smith made a motion to approve the General Fund bills in the amount of \$54,646.98. Vice Chair Tolino seconded the motion.**

**Public Comment: None                      Vote 3-0**

**Chairman Smith made a motion to approve the Garbage Bills in the amount of \$81,767.79, the Recreation Fund bills in the amount of \$140.00 and the Sinking Fund bills in the amount of \$27,744.29. Supervisor Huratiak seconded the motion.**

**Public Comment: None                      Vote 3-0**

**APPROVAL OF TAX CHANGES: Real Estate Tax Changes, Garbage Changes**

There were five (5) 2024 Real Estate Changes, one (1) 2023 Real Estate Change, and one (1) Garbage Change.

**Chairman Smith made a motion to approve the tax changes. Vice Chairman Tolino seconded the motion.**

**Public Comment: None                      Vote 3-0**

**TREASURERS REPORT: Sharon Cifuentes**

**Account Balance Review** – Secretary/Treasurer Cifuentes reviewed the township account balances as of December 31, 2024.

**APPROVAL OF MINUTES: Robert Smith**

**1.) December 11, 2024**

**Chairman Smith made a motion to approve the minutes of December 11, 2024, Board of Supervisor meeting minutes. Supervisor Huratiak seconded the motion.**

**Public Comment: None                      Vote 3-0**

**CORRESPONDENCE:**

- 1.) **Slate Belt Committee - \$75K Zoning Update Grant** – Supervisor Huratiak discussed the grant.

**PUBLIC COMMENT:** Saul Rosenblum expressed interest in purchasing Meadowbrook Mobile Park. There was discussion about the septic systems having to be capped, pumped and replaced, judgement/fines, escrow requirements, DEP, Fish and Game, and full land development required for additional units.

**RECREATION:** **Justin Huratiak** – Nothing to report

**POLICE DEPARTMENT REPORT: Chief James Krome**

- 1) **Incident Report** – There were 4 arrests, 298 incidents and 26 citations during the month of December 2024
- 2) **Police Vehicle Mileage** – Total police mileage for the month of December 2024 was 5,017 miles.

**ZONING REPORT: Howard Beers**

- 1) **Activity Report** - Interim Zoning Officer Howard Beers discussed the zoning activity report.
- 2) **Zoning Ordinance – Undefined Uses** – discussion was had about language that could be added to the zoning ordinance to address undefined uses.

**ENGINEER’S REPORT: Daren Martocci**

- 1) **Introduction of Keystone Consulting Engineers., Inc** – The Board of Supervisors welcomed Daren Martocci as the new Township Engineer.

**BOARD OF SUPERVISORS: Robert Smith**

- 1) **Township Sign** –

**Chairman Smith made a motion to select Stewart Signs for the new township sign.**

**Supervisor Huratiak seconded the motion.**

**Public Comment: None**

**Vote 3-0**

**Chairman Smith made a motion to select Swanson Electric to run electric to the new township sign. Supervisor Huratiak seconded the motion.**

**Public Comment: None**

**Vote 3-0**

- 1) **Building Code Appeals Board**

**Chairman Smith made a motion to amend the December 26, 2025, motion to read “establish a Building Code Appeals Board and appoint Robert G Hoffman and Bill Pysner to the Building code Appeals Board.” Vice Chair Tolino seconded the motion.**

**Public Comment: None**

**Vote 3-0**

- 2) **Township Land Lease** – Expiring March 31, 2025. Interim Solicitor Santee will investigate whether it needs to be advertised.

- 3) **HVAC Maintenance**

**Chairman Smith moved and Vice Chairman Tolino seconded to have Super Heat continue to service the Township HVAC system in 2025.**

**Public Comment: None**

**Vote 3-0**

- 4) **Solicitor’s Position**

**Supervisor Huratiak made a motion to appoint Richard E. Santee of Shay, Santee, Kelhart & Deschler LLC as Township Solicitor. Vice Chairman Tolino seconded the motion.**

**Public Comment: None**

**Vote 3-0**

**Supervisor Huratiak made a motion to appoint KingSpry as Alternate Solicitor, if they accept. Vice Chairman Tolino seconded the motion.**

**Public Comment : None**

**Vote 3-0**

- 5) **Auditor- Elected Positions – Solicitor Santee provided clarification about the elected auditor positions and suggested Secretary/ Treasurer reach out to the County for further information.**

**SOLICITOR’S REPORT: N/A**

**ROAD DEPARTMENT:**

- 1) **Approve to Advertise Road Project Bid in February** – The 2025 road project was discussed.

**Chairman Smith made a motion to advertise the 2025 road project in February. Vice Chairman Tolino seconded the motion.**

**Public Comment: None**

**Vote 3-0**

- 2) **4 Flicksville Rd. Lease** – Discussed the expired lease.
- 3) **Part Time Road Candidate 1**– Candidate is 17 years old. Solicitor Santee stated we will need working papers and parental consent forms. Secretary/ Treasurer Cifuentes will check with the insurance company to determine if candidate is able to drive township vehicles.
- 4) **Part Time Candidate 2 Update** – We are just waiting on FMCSA report.

**ADJOURNMENT: Chairman Smith made a motion to adjourn at 8:13 PM. Vice Chairman Tolino seconded the motion.**

**Public Comment: none**

**Vote 3-0**

Respectfully submitted,

Sharon Cifuentes  
Secretary/Treasurer  
Washington Township Board of Supervisors