

REGULAR MEETING
AGENDA
January 9, 2025

1. Call To Order
2. Pledge of Allegiance
3. Agenda Items Discussion
4. Announcements
 - a. The most requested Township Ordinances have been added to the Township website at www.washingtontownship.com.
 - b. Storm-water management data is also available on the township website. Information can also be found in our weekly e-newsletters. Residents interested in receiving the e-newsletter should contact the office. Pamphlets are available in the vestibule and additional material on storm-water management can be found through the Conservation District and other agencies. Phone numbers and further contact information have been provided on our website for your convenience.
5. Motions
 - a. Accept Minutes of Regular Meeting of 12/12/2024
 - b. Accept Minutes of Reorganization Meeting of 01/06/2025
 - c. Accept Treasurer's Report of 01/09/2025
 - d. Accept Police Department Report for December
 - e. Accept the 2024 Annual Report of the Police Department
 - f. Accept Road Department Report for December
 - g. Accept Fire Department December and 2024 Incident Report
 - h. Accept Emergency Medical Services December and 2024 Year End Report
 - i. Accept Emergency Management Coordinator's Report for December
 - j. Accept the Engineer's Report for December
 - k. Pay bills as presented
 - l. Authorize the Public Works Director to purchase a tractor with mower through Co-Stars
6. Information Items
7. Subdivisions/Land Use
8. Unfinished Business
9. New Business
 - a. Swear in Robert Rusiewicz as a part-time Patrol Officer
10. Public Comment
11. Adjournment

All meetings are recorded to assist the secretary in the preparation of meeting minutes

Minutes
Supervisors' Meeting
December 12, 2024

The Board of Supervisors of Washington Township, Westmoreland County, met in Regular Session at 7:00 p.m., at the Municipal Building on December 12, 2024. Present were Supervisors Gardner, Olszewski and Thornton, as well as Solicitor Long of Long & Long, and T.J. Stephens of Bankson Engineering Inc. The meeting was called to order by Chairman Gardner and opened with the Pledge of Allegiance.

Hearing no request for discussion on any items on the agenda, Gardner announced the following: The Washington Township Volunteer Fire Department Santa Patrol will be held on Saturday, December 14th, weather permitting; the office will be closing at 12pm on Tuesday, December 24th; the office will be closed Wednesday, December 25th in observance of Christmas Day; the office will be closed Wednesday, January 1, 2025 in observance of New Year's Day; the Supervisors' reorganization meeting will be on Monday, January 6, 2025 at 5 p.m.; the Auditor's reorganization meeting will be on Tuesday, January 7, 2025 at 7 p.m.; the Supervisors' agenda meeting will be on Monday, January 6, 2025 at 5:30 p.m.; the Supervisors' regular meeting will be held on Thursday, January 9, 2025 at 7 p.m.

Gardner then continued with the motions.

Olszewski motioned and Thornton gave the second to accept the Minutes of the duly advertised regularly scheduled Supervisors' Meeting of 11/14/2024. All voted in favor.

Thornton motioned and Olszewski gave the second to accept the Treasurer's Report of 12/12/2024. All voted in favor.

Olszewski motioned and Thornton gave the second to accept the Police Department Report for November. All voted in favor.

Thornton motioned and Olszewski gave the second to accept the Road Department Report for November. All voted in favor.

Olszewski motioned and Thornton gave the second to accept the Fire Department Report for November. All voted in favor.

Thornton motioned and Olszewski gave the second to accept the Emergency Medical Services Report for November. All voted in favor.

Olszewski motioned and Thornton gave the second to accept the Emergency Management Coordinator's Report for November. All voted in favor.

Thornton motioned and Olszewski gave the second to accept the Engineer's Report for November. All voted in favor.

Olszewski motioned and Thornton gave the second to pay bills as presented. All voted in favor.

Thornton motioned and Olszewski gave the second to adopt the Washington Township budget for 2025. All voted in favor.

Olszewski motioned and Thornton gave the second to approve the hiring of Robert Rusiewicz as a part-time Patrol Officer as of 1/1/2025. All voted in favor.

Thornton motioned and Olszewski gave the second to adopt Resolution 2024-10 A, amending Resolution 2024-10 requesting a Statewide Local Share Assessment grant in the amount of \$1,000,000.00 from the Commonwealth Financing Authority to be used for building expansion for the Washington Township Volunteer Fire Company amending the grant amount to be \$819,875. All voted in favor.

Olszewski motioned and Thornton gave the second to adopt Resolution 2024-11 to retain the tax rate of 14 mills for the year 2025. 10 mills appropriated to General Fund, 2 mills to Fire Department, and 2 mills to Road Paving Fund. All voted in favor.

Thornton motioned and Olszewski gave the second to adopt Resolution 2024-12 to approve withholding the required 5% police officer contributions for the police pension plan in 2025. All voted in favor.

Olszewski motioned and Thornton gave the second to appoint Ann Getty as delinquent property tax collector in 2025. All voted in favor.

Olszewski motioned and Gardner gave the second to appoint Matt Thornton as a Municipal Authority of Washington Township member to a five-year term to run until 1/1/2030. Thornton abstained. Olszewski and Gardner voted in favor.

Thornton motioned and Olszewski gave the second to lease office space to the tax collector and the Municipal Authority of Washington Township from 1/1/2025 to 12/31/2025. All voted in favor.

Olszewski motioned and Thornton gave the second to authorize Secretary to prepare a check payable in the amount of \$9,714.44 to the Washington Township Volunteer Fire Company which represents the balance due of two mills current and delinquent collected property taxes from July 1, 2024 through November 30, 2024. All voted in favor.

Thornton motioned and Olszewski gave the second to authorize Secretary to prepare a check payable to PA Municipal Retirement Systems in the amount of \$36,936.36 which represents the balance of the State Aid received for 2024. All voted in favor.

Olszewski motioned and Thornton gave the second to award the Equipment Operator Contract to Eveready Contracting LLC/Nick Eremic as the primary contract and Sardis Stone Company, Inc/Philip Miller as the secondary. All voted in favor.

Gardner proceeded with the Subdivision and Land Use requests.

Cynthia Hefferan, owner of Rapseik LLC, A1 Self Storage, is requesting to consolidate Tax Map # 63-05-00-0-117, consisting of 2.657-acres which is a developed lot with public sewage, with Tax Map #63-05-00-0-122, consisting of 0.335-acres which is a vacant lot, into one 2.992-acre lot. The Planning Department recommends approval of the Rapseik, LLC, A1 Self Storage Plan Revised consolidation contingent upon receipt of Westmoreland County Planning review comments.

Chairman Gardner confirmed that Westmoreland County Planning reviewed the plan and had no comments.

Hearing no questions, Olszewski motioned, and Thornton gave the second to approve the Rapseik, LLC, A1 Self Storage Plan Revised consolidation. All voted in favor.

There was no unfinished Business.

There was no new Business

Public comment

A resident questioned where the pickle ball courts were going to go in the park. Olszewski replied between the baseball fields.

Hearing no further comments, Olszewski motioned and Thornton gave the second to adjourn. All voted in favor. The meeting was adjourned at 7:09 p.m.


Secretary

Minutes
Supervisor Reorganization Meeting
January 6, 2025

The Board of Supervisors of Washington Township, Westmoreland County, met for the annual Reorganization Meeting at 5:00 p.m., in the Municipal Building on January 6, 2025. Present were Supervisors Richard Gardner, Joseph Olszewski and Matt Thornton. The meeting was called to order by Gardner and opened with the Pledge of Allegiance.

Gardner, acting as temporary Chairman, called for nominations for Chairman. Olszewski made the motion and Thornton gave the second to nominate Gardner as Chairman. Hearing no further nominations, nominations were closed. All voted in favor of Gardner as Chairperson.

Chairman Gardner called for nominations for Vice-Chairman. Thornton made the motion, second by Gardner, nominating Olszewski as Vice-Chairman. Hearing no further nominations, nominations were closed. All voted in favor of Olszewski as Vice-Chairman.

Gardner opened the floor for comments on any items on the agenda. No comments were made.

Thornton motioned and Olszewski gave the second to reappoint Jennifer Bombalski as Administrator/Secretary-Treasurer. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to reappoint Barbara Antoniono as Assistant Secretary-Treasurer. All voted in favor.

Thornton motioned and Olszewski gave the second to set bond for the Treasurer at \$500,000. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to set bond for the Assistant Treasurer at \$500,000. All voted in favor.

Thornton motioned and Olszewski gave the second to reappoint Jennifer Bombalski as Planning Department Director. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to appoint Tim Smail as Vacancy Board member. All voted in favor.

Thornton motioned and Olszewski gave t he second to reappoint the Supervisors as Road Masters. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to retain the Supervisors as workers in the two designated job categories established by Resolution 6-05, rate of pay to be determined by the elected auditors. All voted in favor.

Thornton motioned and Olszewski gave the second to reappoint Greg Primm as a delegate for the Westmoreland County Tax Collection Committee. All voted in favor.

Thornton motioned and Olszewski gave the second to appoint Joseph Olszewski as the voting delegate for PSATS. All voted in favor.

Thornton motioned and Olszewski gave the second gave to reappoint Joseph Olszewski as an alternate delegate for the Westmoreland County Tax Collection Committee. All voted in favor.

Thornton motioned and Olszewski gave the second gave to retain the firm of Long & Long, LLC, with Wesley T. Long, Solicitor, as primary contact, with a retainer fee of \$3,600, which will be taken as billed for the monthly meetings (\$300/meeting) and \$200/hr. for additional work, as per current rate schedule. All voted in favor.

Thornton motioned and Olszewski gave the second to reappoint Bankson Engineers Inc. as Township engineering firm, with services billed per their current rate schedule. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to adopt the 2025 fee schedule. All voted in favor.

Thornton motioned and Olszewski gave the second gave to adopt Resolution 2025-01, hiring Singer Accounting, CPA, to audit all accounts for the year of 2024. All voted in favor.

Thornton motioned and Olszewski gave the second to retain the Sewage Enforcement Agency as the primary Sewage Enforcement Officer. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to retain the Middle Department Inspection Agency as the Building Code Enforcement Officer, no retainer fee, additional payments as per new fee schedule. All voted in favor.

Thornton motioned and Olszewski gave the second to retain the Middle Department Inspection Agency as the Flood Plain Administrator. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to retain First National Bank of Pennsylvania, Apollo Trust Company, and PLGIT as depositories for all township funds. All voted in favor.

Thornton motioned and Olszewski gave the second to enter into an agreement with the Municipal Authority of Washington Township to reimburse the Township \$ 7,007.00/month for providing Administrative Secretarial/Treasurer service for the Authority. All voted in favor.

Thornton motioned and Olszewski gave the second to hold the Regular Meetings the second Thursday of each month, which are to be held at 7:00 p.m. at the Municipal Building. The Agenda Meetings will be held on the Monday prior to the second Thursday of each month at 5:00 p.m. in the Municipal Building. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to renew subscriptions to the PA Township News; one subscription for each of the following offices: the Supervisors' office, the Township office, and the Police Department. All voted in favor.

Thornton motioned and Olszewski gave the second to retain membership in the Pennsylvania State Association of Township Supervisors and with the Westmoreland County Association. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to reappoint Ronald C. McCrory to audit property taxes collected by the local tax collector. All voted in favor.

Thornton motioned and Olszewski gave the second to appoint Nancy Petrina as Deputy Tax Collector to collect and settle taxes during any incapacitation of the Tax Collector (as defined in Local Tax Collection Law, Section 22 (B) [72 P.S. § 5511.22]). All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to reappoint Sandy Smythe as Emergency Management Coordinator. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second to authorize Jason Montgomery, William Leith, and Darrick Gerano as the representatives to make any necessary changes to their respective computer readouts. All voted in favor.

Thornton motioned and Olszewski gave the second gave the second establishing holidays for non-union employees as follows: New Year's Day; Good Friday; Memorial Day; Independence Day; Labor Day; Veterans' Day; Thanksgiving Day; Day after Thanksgiving; and Christmas Day. All voted in favor.

Thornton motioned and Olszewski gave the second to set the mileage rate for reimbursement at the 2025 IRS rate. All voted in favor.

There were no public comments.

Thornton motioned and Olszewski gave the second to adjourn. All voted in favor. The meeting adjourned at 5:04 p.m.



Secretary

TREASURER'S REPORT of 01/09/25

	DECEMBER	YEAR TO DATE		DECEMBER	YEAR TO DATE
GENERAL FUND			POLICE TRAFFIC SERVICES		
Prior Month Balance	\$ 728,133.22		Prior Month Balance	\$ 22,503.35	
Revenues	\$ 117,478.10	\$ 3,555,933.27	Revenues	\$ 3.03	\$ 78,270.95
Transfers into the General Fund			Transfers into Pol Traffic Srvc Fund		
Expenditures	\$ 287,828.88	\$ 3,013,058.78	Expenditures	\$ 22,339.77	\$ 78,255.33
Transfers from General Fund	\$ 210,000.00	\$ 355,812.00	Transfers from Pol Traffic Srvc Fund		
Current Account Balance	\$ 347,782.44		Current Account Balance	\$ 166.61	
PAVING FUND			CAPITAL INVESTMENT FUND		
Prior Month Balance	\$ 147,408.24		Prior Month Balance	\$ 524,763.21	
Revenues	\$ 228.75	\$ 3,936.14	Revenues	\$ 2,052.30	\$ 2,494.37
Transfers into Paving Fund		\$ 145,812.00	Transfers into Capital Investment Fund		
Expenditures		\$ 34,372.52	Expenditures		
Transfers from Paving Fund			Transfers from Capital Investment Fund		
Current Account Balance	\$ 147,636.99		Current Account Balance	\$ 526,815.51	
BRIDGES & CULVERTS FUNDS					
Prior Month Balance	\$ 324,266.08				
Revenues	\$ 608.78	\$ 7,163.85			
Transfers into Bridges & Culverts	\$ 20,000.00	\$ 20,000.00			
Expenditures		\$ 2,870.81			
Current Account Balance	\$ 344,874.86				
BUILDING FUND					
Prior Month Balance	\$ 243,159.42				
Revenues	\$ 948.16	\$ 12,652.22			
Transfers into Building Fund	\$ 10,000.00	\$ 10,000.00			
Expenditures	\$ 161.27	\$ 29,448.49			
Transfers from Building Fund					
Current Account Balance	\$ 253,946.31				
EQUIPMENT FUND					
Prior Month Balance	\$ 23,813.68				
Revenues	\$ 328.70	\$ 1,562.78			
Transfers into Equipment Fund	\$ 110,000.00	\$ 110,000.00			
Expenditures	\$ 12,599.31	\$ 16,678.26			
Transfer from Equipment Fund					
Current Account Balance	\$ 121,543.07				
RECREATION COMMISSION					
Prior Month Balance	\$ 49,668.83				
Revenues	\$ 31.92	\$ 333.76			
Transfers into Recreation Fund	\$ 50,000.00	\$ 50,000.00			
Expenditures		\$ 6,133.98			
Current Account Balance	\$ 99,700.75				
LIQUID FUELS STATE FUND					
Prior Month Balance	\$ 361,168.24				
Revenues	\$ 1,345.55	\$ 336,731.86			
Transfers into State Fund					
Expenditures	\$ 0.00				
Current Account Balance	\$ 362,513.79				
FBO WASH TWP POLICE/BIGLEY TR					
Prior Month Balance	\$ 5,864.95				
Revenues	\$ 11.26	\$ 262.07			
Expenditures		\$ 10,364.35			
Transfer into FBO acct					
Transfer from FBO to GF					
Current Account Balance	\$ 5,876.21				
STORM WATER MANAGEMENT FUND					
Prior Month Balance	\$ 75,460.98				
Revenues	\$ 35.16	\$ 472.05			
Transfers into Storm Water Mgmt Fund	\$ 20,000.00	\$ 20,000.00			
Expenditures		\$ 11,029.74			
Current Account Balance	\$ 95,496.14				

Washington Township Police Department Monthly Report - December 2024

Total Calls For Service: 370

911 Hang Up	9	
Animal Complaints	18	
Assaults	0	
Assist Other Agency	0	
Assist Other Police	12	
Burglar Alarm	10	
Burglary	0	
Child Custody	3	
Childline Investigation	2	
Civil Matter	2	
Vehicle Crashes	14	0 Injuries
Criminal Mischief	0	
Death Investigation	1	
Disabled Vehicle	8	
Disturbances	0	
Dog Law	0	
Domestic	9	
DUI	1	
Drug Overdose	0	
Drug/Narcotic Offenses	1	
EMS Assist	10	
Endangering Child Welfare	0	
Fire Alarm	2	
Fire Dept. Assist	1	
Firearms Violations	1	
Fraud	0	
Game Laws	0	
Harassment	2	
Hazardous Condition	17	
House Check	17	
Keys Locked In Vehicle	1	
Lost & Found	1	
Mental Health	6	
Missing Person - Adult	1	
Other-Misc.	1	
PFA Service	1	
Public Intox.	0	
Public Service Detail	32	
Repossession	0	

Runaway Juvenile	0
Security Check	37
Service-Misc.	5
Suspicious Person/Activity	15
Sex Assault	0
Terroristic Threats	1
Theft	2
Theft-Retail	0
Ordinance Complaints	2
Traffic Complaint	11
Traffic Enforcement	23
Traffic Offenses	2
Trespassing	2
Unauthorized Use MV	0
Underage Drinking	0
Warrants	0
Welfare Checks	6
Walkins/Calls On Station	78
Westmoreland SWAT	3
Citations Issued	23
Warnings Issued	1

Vehicle Mileage

	Current	This Month
Unit 5-50	13,960	1,528
Unit 5-51	76,730	1,358
Unit 5-52	97,617	280
Unit 5-53	39,558	1,278
Unit 5-54	30,663	1,760
Unit 5-56	110,353	51
Unit 5-59	92,331	875

Jason L. Montgomery
Chief of Police



WASHINGTON TOWNSHIP POLICE DEPARTMENT

WESTMORELAND COUNTY

289 PINE RUN CHURCH ROAD

APOLLO, PENNSYLVANIA 15613

(724) 727-3410

Washington Township Police Department

2024 Year End Report

Calls	4,186		
Criminal Arrests	78		
Arrest Warrants	29		
DUI Arrests	20		
Traffic Citations	469		
Non Traffic Citations	14		
Traffic Warnings	37		
Crashes	149	46 Injuries	2 Fatalities
Patrol Miles	90,740		

Jason L. Montgomery

Chief of Police

Road Department
Report for December 2024

- **Snow removal and salting of roadways.**
- **Removed leaves from berms and drainage ditch lines.**
- **Removed debris from roadways after high winds.**
- **Cut and removed trees that fell onto roadways.**
- **Cleaned out inlet side of drainpipes along Watt, Walker, Fox and Poke Run Church roads.**
- **Fix Drainage along Jobe Lane. Redefined drainage swale to keep storm water from crossing road.**
- **Cleaned off storm water grates after rain.**
- **Cut tree branches that were low hanging on roadways.**
- **Stockpiled salt with anti-skid to prepare for cold temperatures.**
- **Repaired and maintained trucks and equipment.**
- **Maintained township garage and property.**
- **Responded to 35 Pa One Calls.**
- **Marked 6 Pa One Calls for MAWT.**



WASHINGTON TWP. VOL. FIRE COMPANY
4078 ROUTE 66
APOLLO, PA 15613
PHONE: 724 727-3079 FAX: 724 727-2035
Email: washingtontwpfire@comcast.net

Monthly Report for December 2024

- 6 – Automatic fire alarms
- 1 – Vehicle fire
- 2 – Natural gas odors in residences
- 1 – Public service for horse in a pond
- 2 – Police assists for trees down
- 7 – EMS assists
- 11 – Mutual Aid responses
- 30 total

Total of 347 alarms for the year

Clayton Murphy

Fire Chief



MURRYSVILLE MEDIC ONE

Washington Township

EMS Report

January 2025

December 2024

911 Dispatches in Washington Twp: 55 (Year Total 883)

Total 911 Dispatches for Washington Twp Crew: 148 (Year Total 1609)

Total 911 Dispatches Handled by Medic One: 148

Washington Twp Crew responded into Vandergrift: 8

Washington Twp Crew responded into Armstrong County: 8

Washington Twp Crew responded into Other Areas: 77

Washington Twp calls handled by a Murrysville Crew 49 times

8 calls due to Murrysville being closer

41 calls handled from a standby location at Washington Twp VFD due to the Washington Twp Crew being out on other calls

Calls Turned Over

0 – Calls turned over to other services

Average Times

Dispatch to Responding: 1.2 minutes Year average 1.2 minutes

Dispatch to On-Scene: 6.6 minutes Year average 8.1 minutes)

Dispatch to Available: 102.4 minutes Year average 92.7 minutes)

Highest patient encounters General Illness, Public Assistance, Diabetic Emergencies, Cardiac Emergencies, and Injuries from falls.

Washington Township Emergency Management

Report for December 2024

Jan. 2, 2025

1. Reviewed all eNotices received from DEP on updates in the township.
2. Reviewed CIKR (Critical Infrastructure Key Resources) notices received from PA State Police.
3. Reviewed all CISA (Cybersecurity & Infrastructure Security Agency) reports.
4. Reviewed all PRIB (Pittsburgh Regional Intelligence Briefing) notices from Western PA Fusion Center.
5. Placed updates onto Emergency Management Facebook page for resident information.
6. Sent out severe weather announcements to Fire / Police / EMS and township staff.
7. Attended severe Winter weather webinars with NWS Pittsburgh & WCDPS.
8. Placed NFIP Direct to Consumer flood information on township website.
9. Monitored CAD information from WCDPS on emergency call arrivals in the township.
10. Requested updated contact information on the Industrial Park from County IDC – Brian Estadt
11. Updated Township Notification and Resource Manual (NARM) with new information as indicated.

WASHINGTON TOWNSHIP
Westmoreland County, Pennsylvania
TOWNSHIP ENGINEER'S REPORT

Board of Supervisors Meeting: January 9, 2025

CURRENT ENGINEERING ITEMS:

1. Municipal Separate Storm Sewer System (MS4) National Pollution Discharge Elimination System (NPDES) Individual Permit:
 - a. BEI prepared the Renewal Application and submitted the same to PA DEP via OnBase on March 12, 2024.
 - b. The Township authorized BEI to proceed with the updating the MS4 Pollution Reduction Plan (PRP) for the Beaver Run Watershed:
 - i. A summary of the revised calculation methodology was delivered to the Township on 9/12/2024.
 - ii. Potential MS4 PRP BMP projects:
 1. Improvements to the existing stormwater pond at the maintenance garage.
 2. Streambank Restoration Project
 - a. BEI visited the Shaw Plan of Lots along Tower Hill Road to investigate the existing stream for a potential restoration project. Photographs were taken and site conditions were observed. This location appears to meet the PA DEP MS4 Stream Restoration Eligibility Checklist criteria.
 - iii. **BEI will prepare an easement document to review with landowner for the streambank project.**
2. Kishmo Land Development Plan Application:
 - a. BEI completed a land development review and issued review comments via letters to the Applicant dated January 9, February 19, and June 6, 2024.
 - b. The application was granted Final Approval with conditions at the Board's meeting on June 13, 2024.
 - c. **It is recommended that the Applicant provide the Township with a final resubmission of the drawings indicating how the conditions for approval have been/will be met.**
3. Tarp America
 - a. BEI was requested to review revisions to the Stormwater Management Plan for the project site. A review was completed, and a comment letter was issued on July 9, 2024.
4. Pickleball Courts at Kunkle Park
 - a. BEI was requested to assist with the design of pickleball courts at Kunkle Park.
 - b. **Field survey is complete. Preliminary design options are being prepared and will be shared with Township for review and discussion in the coming weeks.**
5. 5067 Greensburg Road Grading Permit
 - a. BEI reviewed the application and issued a comment letter on 11/18/2024.
 - b. **Recommendation: Information needed from the Applicant prior to permit issuance.**

