

West Bethlehem Township
2019 Budget

GENERAL FUND

Revenue:

301.10	Real Estate Current Year	100,000.00
301.40	Real Estate Tax Claim	7600.00
310.10	Real Estate Transfer Tax	12,000.00
310.01	Per Capita Current	2,200.00
310.21	Earned Income Tax	123,000.00
310.51	Local Service Tax	580.00
321.80	Franchise Fee	6,400.00
322.30	Driveway Permits	6,000.00
331.11	Vehicle Code Fines	600.00
331.13	State Police Fines	2,000.00
341.01	Interest	600.00
355.01	PURTA	317.00
355.04	Liquor License	450.00
356.02	Game Commission	22.68
361.71	Photo Copies	25.00
361.75	Miscellaneous	3,000.00
361.76	Lien Letters	700.00
362.41	Building Permits	300.00

Total Revenue: **264894.68**

GENERAL FUND

Expenses:

1.413	Code Enforcement	3500.00
400.12	Supervisor Meeting	4500.00
400.33	Mileage	200.00
400.42	Dues/Subscriptions	1076.00
400.46	Meeting/Conferences	200.00
402.31	Auditor Legal	9,000.00
403.31a	National Data Service	900.00
404	Legal Fees	4,000.00
404.31	Retainer	4,800.00
404.32	Legal Professional	3,000.00
405.12	Secretary Treasurer Wages	12,000.00
405.21	Office Supplies	3,900.00
405.23	Postage	500.00
405.34	Advertising	2700.00

405.35	Secretary Bond	375.00
405.36	Telephone	2000.00
406.41	Drug and Alcohol Testing	200.00
408.31	Engineer Services	15,000.00
409.20	Building Supplies	1,000.00
409.25	Building Maintenance	7,000.00
409.36a	Gas Heat	1600.00
409.36b	Water Sewage	815.00
409.363c	Electric	3436.00
409.37	Building Repairs	500.00
403.16	Tax Collector Wages	6300.00
403.35	Tax Collector Bond	275.00
403.31a	Prof Tax Service	1200.00
411.43	.08 Fire Tax	7,200.00
	Sinking Fund	18538.13
411.54	Contribution	3,750.00
430.12	Road Wages	30,000.00
438.36	Fire Hydrants	2,400.00
454.73	Park	2,200.00
456.54	Library Donation	3,500.00
481.30	PA Unemployment	1,800.00
484	Workers Comp	9,300.00
486	Insurance	25,000.00
486.02	MVFC Insurance	7,665.00
487.10	Hospitalization	90,000.00
489.01	Uniforms	1,586.00

Total Expenses: **264894.68**

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**State Fund:**

**Revenue:**

|         |              |                  |
|---------|--------------|------------------|
| 341.02a | Interest     | 80.00            |
| 355.02  | Liquid Fuels | 153,403.51       |
| 355.02  | Turnback     | <u>13,160.00</u> |

**Total Revenue:** **166,643.51**  
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State Fund:

Expenses:

430.12	Road Wages	100,240.00
430.25	Minor Road Work	16,000.00
433.2	Signs	3,000.00
436.24	Pipes	3,000.00

437S	Machinery Repair	10,000.00
438.25c	Stone	25,000.00
438.25e	Tires	3,000.00
438.33	Fuel and Oil	<u>6,403.51</u>

Total Expenses: 166643.51

Act 13
Revenue:

1591032	Act 13	251,798.35
341.01	Interest	<u>154.00</u>

Total Revenue: 251952.35

Act 13
Expenses:

411.54	Contribution (Fire Company)	15,107.90
438.25b	Black Topping	150,000.00
438.25c	Stone	50,000.00
408.31	Engineering Services	51952.35

Total Expenses: 251952.35

Capital Improvement (Local Share)
Revenue:

341.01	Interest	100.00
355.08	Table Games/Local Shares	39600.00

Total Revenue: 39700.00

Capital Improvement(Local Share)

Expenses:

409.25	Building Maintenance	30,000.00
438.25b	Black Topping	<u>9,700.00</u>

Total Expenses: 39700.00

Snow Fund:

Revenue:

354.03	Snow Income	51414.92
341.02	Interest	<u>10.00</u>

Total Revenue: 51,424.92

Snow Fund:

Expenses:

432.25b	Snow and Ice Removal	<u>51,424.92</u>
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Street Light Fund:

Revenue:

341.02b	Interest	2.00
383.11	Street Light Income	<u>4,903.29</u>

Total Revenue: 4905.29

Street Light Fund:

Expenses:

434.36	West Penn Power	3205.92
403.16	Tax Collector Commission	697.37
403.20	Tax Collector Supplies	2.00
405.21/405.23	Office Supplies/Postage	<u>1000.00</u>

Total Expenses: 4905.29

**Sinking (equipment) Fund
Revenue:**

392.00	Interest	30.00
341.02e	.18 Mill Tax	<u>14851.75</u>
Total Revenue:		14881.75

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**Sinking (equipment )Fund**

**Expenses:**

|                        |                                 |                        |
|------------------------|---------------------------------|------------------------|
| <b>430.74</b>          | <b>Large Equipment Purchase</b> | <b><u>14888.75</u></b> |
| <b>Total Expenses:</b> |                                 | <b>14888.75</b>        |

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Ad Number: 1664645

Meeting

NOTICE

The West Bethlehem Township Board of Auditors will meet on Tuesday, January 8th, 2019 @ 3:30@ the West Bethlehem Township Building, located @ 247 Jefferson Ave. Marianna, PA 15345.

**Betsy Benning/Secretary Treasurer
West Bethlehem Township**

1-2

Ad Number: 1664644

Meetings

NOTICE

The **West Bethlehem Township Reorganization meeting** will be held on Monday, January 7, 2019 @ 2pm followed immediately by the regular January monthly meeting.

2019 Regular monthly meetings will be held on the 2nd Tuesday of the month @ 6pm. All meetings are held at the West Bethlehem Township Office 247 Jefferson Ave. Marianna, PA 15345.

Please make note of the following 2019 meeting dates:

February 12, 2019, March 12, 2019, April 9, 2019, May 14, 2019, June 11, 2019, July 9th, 2019, August 13, 2019, September 10, 2019, October 8, 2019, November 12, 2019, December 10, 2019

**Betsy Benning/Secretary Treasurer
West Bethlehem Township**

West Bethlehem Township Board of Auditors Meeting-January 8,2019

Present

Auditor-Fran Rasel

Auditor-Pam Clutter

The auditors voted to raise the wages of the supervisors as follows

Tom Donahoo-\$14.50 raised to \$15.00

Duane Piatt \$15.00 to \$15.50

Lars Lange -pay of \$14.50

Voted on and motioned by Fran Rasel ,with motion by Pam Clutter to increase the supervisors wages.

The auditors also voted to keep the supervisors Benefit the same .

Meeting adjourned

**West Bethlehem Township
Reorganization Meeting
January 7, 2019**

Attendance: Tom Donahoo/Chairman/Supervisor, Duane Piatt/Road master/Supervisor, Lars Lange/Vice Chairman/Supervisor, Betsy Benning, Secretary Treasurer

Pledge of Allegiance: I pledge Allegiance to the flag of the United States, and to the Republic, for which it stands, one Nation Under God, indivisible, With Liberty and Justice for all.

Announcement: This meeting is being taped as an aid to the Secretary only and is *not* to be considered an official record of business.

Please be aware, that any recordings made by other individuals of this meeting are likewise, *not* an official record of business.

- 1) Motion by Tom Donahoo to open the Reorganization meeting.
Motion: by Tom, 2nd by Duane, all voted yeas, Motion carried.
- 2) Motion to appoint Betsy Benning as Secretary /Treasurer/Right to Know Officer.
Motion: by Lars, 2nd by Tom, all voted yeas, Motion carried.
- 3) Motion to name all Supervisors as working supervisors.
Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.
- 4) Motion to name Tom Donahoo as Chairman
Motion: by Duane, 2nd by Lars, all voted yeas, Motion carried.
- 5) Motion to name Lars Lange as Vice Chairman
Motion: by Tom, 2nd by Duane, all voted yeas, Motion carried.
- 6) Motion to name Duane Piatt as Road Master.
Motion: by Lars, 2nd by Tom, all voted yeas, Motion carried.
- 7) Motion to accept benefits as written in the Employee Benefits Package for 2019.
Motion: by Tom, 2nd by Duane, all voted yeas, Motion carried.
- 8) Motion to set Supervisor Meeting pay @ \$375.00 per quarter.
Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.
- 9) Motion to have the Tax Collector bond to be no less than 30% of the Duplicate.
Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.
- 10) Motion to retain the following employees as road workers: John Lashinsky and Jeff Dulaney.
Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.
- 11) Motion for the road wages to be as follows: John Laschinsky \$ 12.50 hr, part time laborer, Jeff Dulaney, \$ 11.00 hr, Pay increase retroactive to January 1, 2019-\$.50 per hour raise,retro to 1-1-2019 (indicated by Tom, no raise for Jeff Dulaney, he will remain @ \$11.00 per hour due to not having begun "working" for the Township as of yet.
- 11A) Secretary Treasurer wages \$11.25 hr, \$.50 per hour pay increase retroactive to January 1, 2019.
Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.

12) Motion to retain Yablonski/Costello & Lecki as Township Solicitors (no change for 2019).

Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.

13) Motion to retain Houston & Associates as the CPA for West Bethlehem Township.

Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.

14) Motion to retain Harshman Group, LLC as the Township Engineer and Code Enforcement Officer.

Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.

15) Motion to retain Harshman Group, LLC as UCC Building Code Officials

Motion: by Lars, 2nd by Duane, all voted yeas, Motion carried.

16) Motion to hold regular Township meetings the 2nd Tuesday of the month at 6pm. Special meetings will be held as necessary.

Motion: by Lars, 2nd by Duane, all voted yeas, Motion carried.

17) Motion for the municipal lien letter fees to raise to \$40.00.

Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.

18)) Motion to appoint Dave Garland to the vacancy board.

Motion: by Lars, 2nd by Tom, all voted yeas, Motion carried.

19) Motion to retain Keystone Collections as the current and delinquent Earned Income Tax Collector

Motion: by Tom, 2nd by Duane, all voted yeas, Motion carried.

20) Motion to retain Betty Girdish as the Tax Collector of West Bethlehem Township and to rein to pay 5% commission on all taxes collected by the Tax Collector.

Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.

21) Motion to retain Northwest Savings Bank as depositor for the Township Funds.

Motion: by Tom, 2nd by Duane, all voted yeas, Motion carried.

22) Motion to give the Secretary Treasurer the authority to instruct the bank to credit and dcebit accounts accordingly. Three signatures will be required on all checks and transfers.

Motion: by Tom, 2nd by 2nd by Lars, all voted yeas, Motion carried.

23) Motion to add "void after 90 days" on all checks that are ordered for the Township from the time the checks are needed to be re ordered and when opening a new accounts.

Motion: by Lars, 2nd by Tom, all voted yeas, Motion carried.

24) Motion to advertise for contractors as needed for road repairs.

Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.

25) Motion to advertise for road work and supplies as needed.

Motion: by Lars, 2nd by Tom, all voted yeas, Motion carried.

26) Motion to open/ close bank accounts as needed

Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.

27) Motion to have John Laschinsky and Betty Girdish serve as Township Representatives on the Board for the MWBJSA.

Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.

28) Motion to allow the Supervisors and Secretary Treasurer attend workshops with regular hourly wages and mileage.

Motion: by Tom, 2nd by Lars, all voted yeas, Motion carried.

29) Motion for mileage to be reimbursed at \$.58 per mile.

Motion: by Lars, 2nd by Tom, all voted yeas, Motion carried.

30) Motion to appoint Betty Girdish, Kathy Williams, Dixie Larew and Mary Lemley to the Park Board.

Motion: by Duane, 2nd by Lars, all voted yeas, Motion carried.

Page 3 Re Organizational Meeting January 7, 2019 @ 2pm.

31) Motion for the millage to remain the same as follows:

.08 Mils Marianna Volunteer Fire Dept.

.18 Mils Equipment Fund

1.13 Mils Roads

Motion: by Lars, 2nd by Tom, all voted yeas, Motion carried.

MEETING ADJOURNED @ 2:14PM

MINUTES - West Bethlehem Township Meeting January 7th, 2019 (immediately following Re Organization Meeting 1-7-2019 @ 2pm. Location: West Bethlehem Township Building 247 Jefferson Ave. Marianna, PA 15345

Attendees: Tom Donahoo, Lars Lange, Duane Piatt, Betsy Benning

Announcement: This meeting is being taped as an aid to the Secretary only and is *not* to be considered an official record of business.

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Citizens Participation:
No citizen participation

Minutes of Previous Meeting:

Motion: by Duane to accept the previous meeting, 2nd by Lars, all voted yeas, Motion carried.

Bills paid after Last meeting: PSATS, \$7.80, Yablonski, Costello, Leckie \$460.00; West Penn Power (Street Light- \$708.66); UPMC Health Insurance, \$4864.57; Erin Spangler, \$50.00; Lowes, \$39.65; West Penn Power, \$167.27; Betsy Benning, \$35.25 (mileage)

New Bills: PSATS \$925.00, Harshman CE Group, \$ 10325.03, Office Depot, \$384.47, Observer Reporter, \$274.44; Napa Auto Parts, \$ 149.00; Briggs Tire, \$225.00; Napa (Fayette Parts) \$59.95; Yablonski, Costello, Leckie, \$1220.00; FNB Equipment Financing, \$14,395.18; Suite Kote, \$292.80; Consolidated Communication, \$179.39; MWBJSA, \$40.00; PSATS, \$1365.00, Coen Oil, \$867.14, Office Depot, \$384.47; Millsboro Lumber, \$70.36; Dry Tavern Hardware, \$28.19; Unifirst, \$204.90; CoolSpring Stone, \$5568.35

Motion- by Duane, 2nd by Tom to pay the bills, all voted yeas, Motion carried.

Correspondence:
no Correspondence

Road Master Report:
Duane – still working on slides and ditches

Solicitor Report:
No Solicitor report

Old Business:
No old Business

New Business:

~Motion to allow Harshman CE Group's clerical person to create an electronic back up file for West Bethlehem Township's Ordinances and Resolutions.

Motion: by :Lars, 2nd by Tom, all voted yeas, Motion carried.

~Motion to have Lars Lange attend the PSAT 2019 Annual Conference on April 14-17, 2019 as West Bethlehem Township's voting delegate.

Motion: by Tom, 2nd by Duane, all voted yeas, Motion carried.

~Motion for Township to solicit contractors to perform test digs @ Field and Stream Slide with engineer/survey oversight to identify solid rock.

Motion: by Lars, 2nd by Tom, all voted yeas, Motion carried.

~Motion to authorize Harshman to prepare the following:


a) 2019 fee schedule

Motion: by Lars, 2nd by Duane, all voted yeas, Motion carried.

b) Revised Driveway permits to include separate commercial and residential applications.

Meeting adjourned @ 2:20 pm.

Debra Beaming
Secretary
Treasurer



MINUTES-- West Bethlehem Township Meeting 2-12-2019 @ 6pm

Attendees: Tom Donahoo/Chairman-Supervisor, Duane Piatt/Roadmaster-Supervisor, Eric Betzner/Solicitor, Betsy Benning/Secretary-Treasurer

Pledge of Allegiance: I pledge Allegiance to the flag of the United States, and to the Republic, for which it stands, one Nation Under God, indivisible, With Liberty and Justice for all.

Announcement: This meeting is being taped as an aid to the Secretary only and is *not* to be considered an official record of business.

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Citizens Participation:

~ ***Citizen Joe Rudman*** discussed the Drainage Easement document he received from the Township(so he thought), or his lawyer regarding his *entire* property being allowed used for the entire time of his ownership or life and his concerns regarding this.. Further discussion took place with Eric Betzner, Township Solicitor, about the detailed contents of the document, Eric was not aware nor had he heard prior of the document.... Mr Rudman neglected to bring the document to the township meeting, but will drop it off @ the township building on Wednesday.

Minutes of Previous Meeting:

Motion: by Duane to accept the minutes of the previous meetings, 2nd by Tom, all voted yeas, motion passed.

Bills Paid after Last Meeting General Fund: West Penn Power, \$164.40; PSATS, \$185.00; Columbia Gas, \$316.75; Nusida Accounting, \$450.00; National Road Heritage Corridor, \$35.00; Higbee Insurance, \$20.00; Harshman CE Group, \$1280.11; Millsboro Lumber, \$60.61; Office Depot, \$12.37; Unifirst Corp, \$179.67; Yablonski, Costello and Leckie, \$820.00; UPMC Health Plan\$6425.29.

Bills Paid after Last Meeting State Fund: Harshman CE Group, \$667.84; Chemung Supply Corp, \$1160.00; Cool Spring Stone, \$5568.35

Bills Paid after Last Meeting Mono to Hunter Fund: Harshman CE Group, \$939.26

Bills Paid after Last Meeting Diversified Stopko Fund: Harshman CE Group, \$154.00

Bills Paid after Last Meeting Diversified Highland Ridge Fund: Harshman CE Group, \$38.50

Bills Paid after Last Meeting EQM Gathering OPCO Adamson Pipeline Fund: Harshman CE Group, \$1390.20

Bills Paid after Last Meeting Street Light Fund: West Penn Power, \$1169.34

New Bills: SWPA, \$2325.00 (fire hydrants);Fayette Parts Service, \$394.71; Hunter Truck, \$96.14; Consolidated Communications \$182.62; American Rock Salt, \$15314.12; Judson Wiley & Sons,

\$29.00; MWBJSA, \$45.00; Central Hydraulics, \$299.77; Harshman CE Group, \$5976.47, Suite Kote \$320.64, Suburban Propane, \$1425.72; Yablonski, Costello, & Leckie, \$760.00; West Penn Power, \$585.15; Lowes, \$284.00, j & J Truck Equipment, \$422.75, Washington County Association of Township Officials, \$180.00; Unifirst, \$ 126.62

Motion: by Duane to pay the bills, 2nd by Tom, all voted yeas, motion passed.

Correspondence:

Line worker employment opportunity received from West Penn Power (will post on board 2 the township and the post office

Betsy reviewed the correspondence document and posted the information @ the Township board as well as the Marianna Post office.(2-13-2019)

Road Master Report:

Road master Duane stated a lot of snow and ice removal have been taking place, as well as equipment repair

Solicitor Report:

Solicitor state not too much going on currently, only reviewing emails from the Engineer, Bryan regarding open EQT issues and documents.

Solicitor referred to the Drainage Easement brought up by Joseph Rudman, Solicitor assured Mr Rudman he will review the document, once Joe provides a copy to the Township, the Township will then forward it to him. Eric states specific access points need verified.

Old Business:

No Old Business to discuss.

New Business:

Motion: to have Strnisha complete Bore test holes on Field and Stream @ a cost of \$750.00 per hole.

Motion: by Tom, 2nd by Duane to complete bore test holes on Field and stream, all voted yeas, Motion carried.

Motion: to renew the PA Game commission agreement

Motion: by Duane, 2nd by Tom to renew the PA Game Commission agreement, all voted yeas, Motion carried.

Motion: to accept a Donation for 3 tree identification marker plaques (for trail trees)

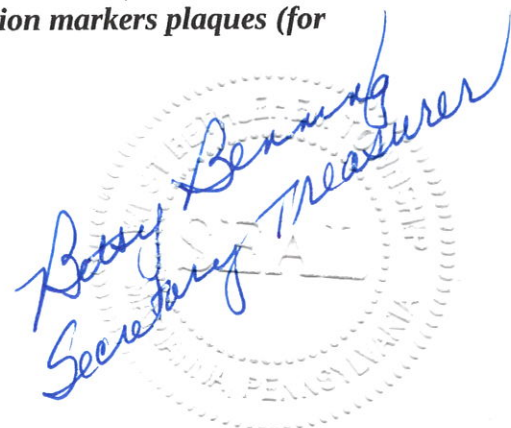
Motion: by Tom, 2nd by Duane to accept a donation for 3 tree identification markers plaques (for trail trees), all voted yeas, Motion carried.

Motion: to purchase a replacement high lift.

TABLED

Meeting Adjourned

6:12PM



Betsy Benning
Secretary

WASHINGTON COUNTY ASSOCIATION OF TOWNSHIP OFFICIALS

Minutes – West Bethlehem Township Meeting, 3-12-2019 @ 6pm

Attendees: Tom Donahoo, Lars Lange, Eric Betzner, Betsy Benning

Pledge of Allegiance: I pledge Allegiance to the flag of the United States, and to the Republic, for which it stands, one Nation Under God, indivisible, With Liberty and Justice for all.

Announcement: This meeting is being taped as an aid to the Secretary only and is *not* to be considered an official record of business.

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Citizens Participation:

Jessica Yeck – Equitrans Midstream

Paul Crowe - Noticed a Stop sign falling over (leaning extensively) on Church St/Main Rd feels it needs repaired before a child may be playing near the sign and it could fall on them. Also Mr. Crowe noticed further down the same road, the water isn't draining into the culvert. Tom stated to Mr Crowe, the culvert must be blocked, and he will check it for blockage.

Mary Luciani – stated Oak Spring Road is “falling apart” at the top part and would like it addressed. Tom stated he will look into the road when paving plant opens for the season.

Minutes of Previous Meeting:

Motion: by Lars, 2nd by Tom to accept minutes from the previous minutes, all voted yeas, Motion Carried.

Bills Paid after Last Meeting General Fund: West Penn Power, \$961.52; Erin Spangler, \$50.00; Tom Donahoo, \$19.07; Columbia Gas, \$348.62; John Laschinsky, \$39.19; Marianna Volunteer Fire Company, \$6938.38; Waste Management, \$116.02; Farner Fire, \$137.80; MWBJSA, \$45.00; Nusida Accounting, \$1350.00; Office Depot, \$141.57; SPWA, \$15.43; Unifirst, \$149.62; Houston and Associates, \$8400.00; Harshman CE Group, LLC, \$14,169.17; Groff Tractor, \$103.44; Central Hydraulics, \$64.82; Fayette Parts \$35.09; Hunter Truck, \$50.28; Coen Oil, \$1210.00

New Bills: Harshman CE Group, LLC \$1240.00; Brownsville Hardware, \$11.87; Lowes, \$74.92; Neiswonger Construction, \$4742.70; TriStar Dodge, \$432.19, Office Depot, \$55.26; Consolidated Communications, \$184.75

Motion: by Lars, 2nd by Tom to pay bills, all voted yeas, Motion carried.

Correspondence:

No correspondence

Road Master Report:

Solicitor Report:

Solicitor reviewed working with Bryan from Harshman CE Group regarding many emails,

Solicitor: reviewed ongoing issues with streetlights to correct various misstatements and misrepresentations that have been circulating and causing confusion regarding this issue, including the need for a petition from the residence in order for streetlights to be established by the supervisors. Explained that a petition can require the supervisors to install streetlights if 70% of the residence in an affected area submit such a petition, but that the supervisors still have the right to have streetlights installed with appropriate assessments without the need of a petition.

He went on to explain that there are 4 alternatives that the supervisors can select from to pay for the streetlights. One of these is through the front foot basis, which is utilized by the Township. The assessment for this be added to the real estate bills.. Nonpayment of the streetlight assessment can then lead to a lien being imposed against the property owner. This is directly from the 2nd class Township code.

Resident: Betty Girdish then asked the Solicitor if we can collect historic Street light bills? The solicitor noted that he typically does not address questions from the audience, since citizen participation has stopped, but recognized Betty as the Tax Collector and addressed her question., He noted that he was not discussing the older Street Light Bills because that had been taken to the magistrate and he wasn't involved in that.

Resident Paul Crow then stated he doesn't understand how his property can be lien ed for non payment of Street Lights, when the "General Assembly" documents state that Street Lights are to be paid from the General Fund. The solicitor asked the Supervisors if they intended to allow for additional public comment regarding Street Lights and they stated "no". The solicitor's final comment was then that payment from the General Fund is just one of the 4 methods by which the assessment can occur under the Second Class Township Code.

Old Business:

New Business:

~Motion: Tom attending the Washington County Conservation District Center for DGLVR education session on March 26th-March 27th, 2019

Motion: by Tom, 2nd by Lars, all voted yeas to attend the DGLVR education, Motion carried.

~Motion: for West Bethlehem Township to become the "host" facility of the Marianna Volunteer Fire Company.

Motion: by Lars, 2nd by Tom, all voted yeas, Motion carried for West Bethlehem Township to become the host facility of the Marianna Volunteer Fire Company.

~Motion: to approve bonding by Equitrans Midstream for 490 Ft on Adamson Rd, pending approval of Solicitor and Engineer.

Motion: by Lars, 2nd by Tom to approve bonding by Equitrans Midstream for 490 Ft on Adamson Rd, all voted yeas, Motion carried.

~Motion: to create a Resolution regarding the current method of collecting Earned Income Tax.

Discussion by Solicitor regarding the current method of collecting EIT, he stated he's heard of this as a discussion in the past and if the board is okay with the current method West Bethlehem Twp may just want to keep their current method.

The board recommends the EIT collection stays as it has been collected in the past, by Keystone Collections

Motion: by Tom, 2nd by Lars all voted yeas to retain the current method of EIT collection.

Meeting adjourned 6:15pm



Handwritten signature: Betty Jennings
Secretary Treasurer

A circular official seal is visible in the background of the signature, containing the text "WEST BETHLEHEM TOWNSHIP" and "PENNSYLVANIA".

Ad#:1670953

Financial Statement

WEST BETHLEHEM TOWNSHIP MARIANNA, PENNSYLVANIA

In accordance with Section 904 of the Second Class Township Code, we are publishing a concise financial statement of the Authority for the year ended December 31, 2018. A copy of the annual report is on file at the main office of the Township.

Betsy L. Benning
Secretary-Treasurer
Financial Statement

WEST BETHLEHEM TOWNSHIP CONCISE FINANCIAL STATEMENTS FOR PUBLICATION PREPARED ON A CASH BASIS CONCISE BALANCE SHEET - COMBINED FUNDS DECEMBER 31, 2018

ASSETS

CASH.....	\$1,194,039
INVESTMENTS AT COST.....	_____
ACCOUNTS RECEIVABLE.....	_____
TAXES RECEIVABLE.....	_____
ASSESSMENTS.....	_____
OTHER.....	_____
GENERAL FIXED ASSETS - AT INSURED VALUES (1).....	_____
TOTAL.....	\$1,194,039

LIABILITIES AND FUND BALANCES

BONDED DEBT (LAST MATURITY 20XX, NET DEBT XXX).....	_____
RESERVE FOR UNCOLLECTED TAXES, ASSESSMENTS, & OTHER LIABILITIES.....	140,820
FUND BALANCES:	
INVESTED IN GENERAL FIXED ASSETS.....	_____
APPROPRIATED (2).....	_____
UNAPPROPRIATED.....	1,053,219
TOTAL.....	\$1,194,039

(1) Or whatever basis used, such as cost (rarely) or estimated.
(2) The amount considered to be available for the succeeding year's budgetary purposes.

CONCISE STATEMENT OF REVENUES RECEIVED AND EXPENDITURES PAID

COMBINED FUNDS YEAR ENDED DECEMBER 31, 2018

BALANCE IN TREASURY, BEGINNING OF YEAR:

CASH.....	\$817,864
INVESTMENTS AT COST.....	_____
REVENUES RECEIVED:	
TAXES-ALL SOURCES (REASSESSED VAL. \$XXXXXX).....	264,869
LICENSES AND PERMITS.....	112,709
FINES AND FORFEITS.....	3,990
INTEREST, RENTS AND ROYALTIES.....	8,054
INTERGOVERNMENTAL REVENUES.....	754,471
CHARGES FOR SERVICES.....	2,178
MISCELLANEOUS REVENUES.....	13,349
OTHER (3).....	2,972
EXPENDITURES PAID:	
GENERAL GOVERNMENT.....	195,005
PUBLIC SAFETY.....	40,413
HEALTH AND WELFARE.....	_____
PUBLIC WORKS	
- SANITATION.....	_____
- HIGHWAYS.....	389,104
- OTHER PUB. WORKS & ENTERPRISES.....	-
CULTURE - RECREATION.....	8,015
CONSERVATION AND DEVELOPMENT.....	_____
DEBT SERVICE.....	12
MISC. EXPENDITURES/EXPENSES (3).....	153,868
BALANCE IN TREASURY, END OF YEAR:	
CASH.....	\$1,194,039
INVESTMENTS AT COST (4).....	_____

(3) Assumes all remaining items to not represent major sources of revenue or major functions.

(4) Must agree with Balance Sheet.

April – Minutes- West Bethlehem Township Meeting 6pm 4-9-2019

Attendees: Lars Lange, Vchairman, Supervisor, Duane Piatt, Roadmaster, Eric Betzner, Solicitor, Betsy Benning/Secretary Treasurer

Pledge of Allegiance: I pledge Allegiance to the flag of the United States, and to the Republic, for which it stands, one Nation Under God, indivisible, With Liberty and Justice for all.

Announcement: This meeting is being taped as an aid to the Secretary only and is *not* to be considered an official record of business.

Please be aware, that any recordings made by other individuals of this meeting are likewise, *not* an official record of business.

Citizens Participation:

~Paul Crowe and daughter brought up there is construction going on @ the Old Zollarsville Church without a permit (to their knowledge) and the construction team is knocking over tombstones. They, nor the township, aren't familiar if this church is listed as a historic site or not.

Lars states the township will look into this.

Email sent (4-15-2019) to Jarrod D'amico. Director and Code and Zoning, @ Harshman CE Group asking this issue to be looked into for the Township. (Note~ Jarrod is at the PSATS Conference, Matt Malik will contact Secretary to handle the issue on Tues 4-16-2019-rec'd this information from Jarrod via email)

Minutes of Previous Meeting:

Motion: by Duane, 2nd by Lars, to accept the previous meeting minutes, all voted yeas, Motion carried.

Bills Paid after Last Meeting General Fund: Harshman CE Group, \$12666.35; Brownsville Hardware, \$11.87; Lowes, \$74.92; Office Depot, \$55.26; Marianna Community Library, \$3,000; Columbia Gas, \$304.89, UPMC Health Plan, \$5644.93; Consolidated Communications, \$184.75, SPWA, \$41.41, US Postmaster, \$110.00, Office Depot, 144.29; SPWA, \$41.41, PSATS, \$110.00;

Bills Paid after Last Meeting: Street Light Fund: First Energy (Street Lights), \$919.52

New Bills: Murphy Tractor & Equipment, \$560.79; Unifirst, \$192.87; Days Inn Hershey, \$371.70; American Rock Salt, \$12,991.05; Bottled Gas Service, \$513.62; Hydraulic Solutions, \$75.00; Pryor's Garage, \$60.00; PSATS, \$110.00; Observer Reporter, \$563.58, Harshman CE Group, LLC, \$632.50; MWBJSA, \$45.00; Office Depot, \$221.68; Yablonski, Costello & Lecki, \$620.00;

Motion: by Duane, 2nd by Lars to pay the new bills, all voted yeas, Motion carried.

Correspondence:

Received notification from Keystone Collections Group they will be sending Delinquent Earned Income Tax Notices out to Residents (will post notification on Township board as well as the Post Office).

Correspondence read aloud by Secretary- copies posted on the Township and Post Office Bulletin boards 4-13-2019

Road Master Report:

Road Master stated a lot of pot hole patching, grading and cleaning ditches are taking place.

Page 2 Township meeting 4-12-2019

Solicitor Report:

Solicitor states routine email review taking place on from Bryan, CE @ Harshman CE Group, LLC.

Old Business:

Supervisor Lars brought up he is working toward creating the West Bethlehem Township website and it should be finished in a few weeks.

New Business:

Motion: to have Buddy's Lawn Care cut the Township and Park grass.

Motion: by Duane, 2nd by Lars to have Buddy's Lawn Care cut the township and Park grasses, all votes yeas, Motion carried.

Motion: to approve t the Edward Yonosik property consolidation

Motion: by Lars, 2nd by Duane to approve Edward Yonosik property consolidation, all voted yeas, Motion Carried.

Secretary typed letter indicating the property consolidation affirmation, and gave it to Mr Yanosik, he picked the letter up from the Township office 4-15-2019.

Motion: to approve EQT's Field and Stream Road Resurfacing PCSM Waiver Request as submitted by Keystone Consultants. (Storm water Act)

Motion: by Duane, 2nd by Lars to approve EQT's Field and Stream Road Resurfacing PCSM waiver Request, all voted yeas, Motion Carried.

Motion: to approve Richard Lawry 10 acre exemption with the Washington County Sewage Authority

Motion: by Lars, 2nd by Duane to approve Richard Lawry 10 acre exemption with the Washington County Sewage Authority, all voted yeas, Motion Carried.

4-13-2019 – Secretary emailed signed form to the Washington County Sewage Authority.

~~Motion: to allow a mural to be painted on the side of the Township building by artist, Laura McLaughlin. This service would be free of charge due to a grant Miss McLaughlin received.~~

Supervisor Lars suggest the above Motion be reworded as such:

Motion: subject to Township approval, a mural is asking to be painted on the side of the Township building by artist, Laura McLaughlin, This service would be free of charge due to a grant Miss McLaughlin received.

Motion: TABLED -will defer until more information is gathered about this artist's murals.

MEETING ADJOURNED 6:10 pm

Betty Beaming
Secretary



May – Minutes – West Bethlehem Township Meeting Tuesday, May 14, 2019 @ 6pm

Attendees: Tom Donahoo, Chairman/Supervisor; Lars Lange, V Chairman/Supervisor; Duane Piatt, Roadmaster/Supervisor; Eric Betzner, Solicitor; Betsy Benning, Secretary/Treasurer

Announcement: This meeting is being taped as an aid to the Secretary only and is *not* to be considered an official record of business.

Please be aware also, any recordings made by other individuals of this meeting, likewise are *not* an official record of Business.

Pledge of Allegiance: I pledge Allegiance to the flag of the United States, and to the Republic, for which it stands, one Nation Under God, indivisible, With Liberty and Justice for all.

Citizens Participation:

Compliments received from John Sargent, and Deano Rossi regarding the nice work completed on Garrett Rd, they appreciated the nice pipe job and all the stone that went in to add improvements to the road.

Compliments received from Joe Rudman on having Field and Stream roads assessment completed as well as patching the slide.

Minutes of Previous Meeting:

Motion: by Tom, 2nd by Duane, to accept the previous meeting minutes as written, all voted yeas, Motion carried.

Bills Paid after Last Meeting: West Penn Power, \$365.24; Consolidated Communications, \$188.29; Columbia Gas, \$210.53; Yablonski/Costello/Leckie, \$720.00; Diamond Communication Solutions, \$730.02; Office Depot, \$245.02; SPWA, \$7.82; Jack Swoger, \$1050.00; PSATS, \$235.00

New Bills: Harshman CE Group, \$6735.00; Interstate Pipe, \$582.01; Unifirst, \$674.91; Coen Energy, \$1361.45; Coolspring Stone, \$11577.21; Jeff Dulaney, \$260.00; MWBJSA, \$45.00; Briggs Tire, \$386.00, Yablonski, Costello & Leckie, PC, \$400.00; Consolidated Communications, \$ 184.76; Office Depot, \$38.15; Quality Quick Printing, \$93.98; Evolution AG \$247.60, Nusida Accounting, \$300.00, SPWA, \$24.60; Log Cabin Fence Company, \$251.00; PPC Lubricants, \$1390.08

Motion: by Lars; 2nd by Tom to pay the bills, all voted yeas, Motion carried.

Correspondence:

~ Used Tire Collection

~ Permanent Electronics Recycling Facility open in Ellsworth, PA

~ Memorial Day weekend Ceremony @ the Marianna American Legion

Correspondence read by secretary, she indicated she will post the information on the boards @ the Township and the Post Office. Secretary indicated she has no more information on the Marianna American Legion information and to call the Legion with any questions regarding same.

Road Master Report:

Duane states they've been working on Woodland Lane regarding drainage and surface issues, Cherry Lane need some attention also.

Page 2 West Bethlehem Township meeting May 14, 2019 @ 6pm

Solicitor Report:

Review of Township Ordinance 3-1993 regarding the Marianna Volunteer Fire Company, Solicitor stated "Ordinance is satisfactory and no new ordinance creation should need be necessary".

Old Business:

New Business:

~motion to have bees removed from the Municipal Building through a professional bee exterminator.

Motion: by Lars, 2nd by Tom, all voted yeas, Motion Carried.

~Motion to advertise for the repair of Field and Stream Slide, advertising to be handled by Bryan Lowe, Harshman CE Group.

Motion: by Lars, 2nd by Duane, all voted yeas, Motion Carried

Meeting adjourned: 6:10pm



A handwritten signature in blue ink, written over a circular embossed seal. The signature reads "Dany Bernhart" and "Secretary". The seal contains the text "WEST BETHLEHEM TOWNSHIP" and "PENNSYLVANIA".

A#:1678912

Notice To Bidders

Sealed proposals will be received by **West Bethlehem Township**, Washington County, Pennsylvania, at PO Box 309, 247 Jefferson Avenue, Marianna, Pennsylvania 15345, until 12:00 PM on June 7th, 2019 for the **2018 FIELD AND STREAM ROAD SLIDE PROJECT**. The bids will be publically opened and read aloud at that time. Proposals must be on the forms furnished by the Township Engineer. The bid must be accompanied by a certified check or bid bond in the amount of 10% of the bid price, made payable to West Bethlehem Township.

Project Manuals are available at the Project Engineer's Office, Harshman CE Group LLC, 100 Courson Hill Road, Washington, PA 15301, upon payment of \$25.00. Checks are to be made payable to Harshman CE Group, LLC.

The bid envelope must be clearly marked **2018 FIELD AND STREAM ROAD SLIDE PROJECT**.

West Bethlehem Township reserves the right to reject any or all bid proposals or any portion thereof.

Attention of Bidders is particularly called to the requirements concerning the payment of not less than the prevailing wage and salary rate provisions of the Pennsylvania Prevailing Wage Act 442 and the conditions of employment with respect to certain categories and classifications of employees.

Bids may be held by West Bethlehem Township of a period not to exceed thirty (30) days from the date of bid opening for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding the contract.

West Bethlehem Township Supervisors

5-25, 28