

**Halifax Township
Board of Supervisors
Monthly Business Meeting
March 9, 2009**

Call To Order: Chairman Shearer called the meeting to order at 7:00PM.

Roll Call: Supervisors Shearer, Ruff, Eppley, Hoover and Shultz were present. K&W Engineer Justin Kuhn, Solicitor Steve Dzurainin and Secretary/Treasurer David Hoover were also present.

The only citizen taping the meeting is Carolyn Nye.

Public Comment Period:

- A. **Corrine Gelnet:** Asked about the decision to not allow use of the park. She cited a letter from DCNR allowing the use of the property. She was told it would be addressed later in the meeting.
- B. **Melinda Warfel:** Asked if the annual audit is complete and what type of audit was received.
- C. **Flo Mallonee:** Is concerned about the management and prioritizing of the Township.
- D. **Carolyn Nye:** Is concerned about the arrears of the utility bills of one of the tenants at the Fort Halifax Park.

Secretary/Treasurers Report

The paid interim bills and unpaid current bills were presented for approval. Carol Eppley moved to approve the bills as presented. Linda Ruff seconded the motion and the motion was approved with Ken Hoover opposed.

The February 9, 2009 Business meeting minutes were presented for approval with one change under public comment; Deb Lahr corrected to Deb Lebo. Gary Shultz made a motion for approval with the change. Carol Eppley seconded the motion and the motion carried unanimously.

The Financials were accepted. It was noted the Township Audit was received late last week.

Planning Commission

The following requests were recommended for approval by the planning commission:

- A. Halifax Plaza Plan - requested an extension to June 9, 2009. Linda Ruff motioned to approve the extension. Carol Eppley seconded the motion and the motion carried unanimously.
- B. HAARA Plan - requested an extension to April 14, 2009. Ken Hoover motioned to approve the extension. Gary Shultz seconded the motion and the motion carried unanimously.
- C. Teeter Plan - asking for two waivers. Linda Ruff motioned to approve the waivers. Ken Hoover seconded the motion and the motion carried unanimously. The commission also asked for a conditional plan approval. Gary Shultz motioned to approve a conditional plan approval. Ken Hoover seconded the motion and the motion carried unanimously.
- D. Anderson Plan – asking for a waiver. Linda Ruff motioned to approve the waiver. Carol Eppley seconded the motion and the motion carried unanimously. Linda Ruff motioned to conditionally approve the plan. Carol Eppley seconded the motion and the motion carried unanimously.

- E. DCNR has approved the study group committee members and the selection of Larson Design Group for the Master Site Plan creation. \$68000 is to come from DCNR and an additional \$1000 grant has been received. Anything over \$69000 must be paid by the Township. Norma Shearer reviewed the study group members. Carol Eppley motioned to approve the execution of the agreement for professional services with the Larson Design Group for the site development plan. Gary Shultz seconded the motion and motion carried unanimously.

Engineers Report

The Engineer's Report was reviewed by Justin Kuhn of K&W Engineers. Norma Shearer asked for the status of the Barn assessment which wasn't available.

See attached Report for the remainder of the Engineers information.

Solicitors Report

The Solicitor's Report was reviewed by Solicitor Dzuramin.

- A. Solicitor Dzuramin expects determination on the Tobias motion in a couple of months.
- B. Linda Ruff motioned for an extension of time for the Kauffmans to respond by Friday before the next meeting. Carol Eppley seconded the motion and the motion carried unanimously.
- C. Solicitor Dzuramin stressed that the Township is attempting to limit any potential litigation costs involved with the building authorization permits.
- D. Draft Rules and Regulations for use of the Township facilities were distributed to Supervisors. Gary Shultz asked if any keys would change hands. He was told no. Solicitor Dzuramin recommends approval at next months meeting.
- E. A draft Right To Know policy was distributed. He recommends approval at next months meeting.
- F. The Halifax Fire Company agreement has expired but a valid agreement still exists. Solicitor Dzuramin recommends renewing a written agreement. Linda Ruff volunteered to work with the fire Company to write a new agreement. Gary Shultz motioned to approve Linda Ruff as the appointed representative for the Township to assist with the rewrite. Carol Eppley seconded the motion and the motion carried with all in favor except Ken Hoover who was opposed.

See the attached report for the remainder of the Solicitors information.

Roadmaster's Report

Roadmaster Shoop was absent due to illness.

- A. Ken Hoover made a motion for approval for Howard Bahner to replace the salt shed roof at a cost of \$2350. Linda Ruff seconded the motion and the motion carried unanimously.
- B. Linda Ruff reported the Park electric should be moving along shortly according to David Bitting and PP&L.

SEO Report

No Report.

Valleys Regional Comprehensive Plan Report

Norma Shearer reported that the committee has selected Rettew & Associates to write the plan with the committee's participation.

Old Business

HARA Budget Request: Norma Shearer suggested a 50% match above the \$28500 budgeted up to an additional \$4252 from the Township. Linda Ruff suggested tabling until she is able to review with Tracy Cox her thoughts from the grant writing seminar.

(from later in the meeting)

Tracy thanked the Board for sending her to the grant writing seminar and felt it was valuable time spent. She said DCNR wants ready to go projects with matching funds available and that some of the matching funds can be from services provided. A Recreation Comprehensive Plan was suggested. Multiple Recreation Organizations can “team up” to apply for grants. Norma Shearer said she appreciates Tracy’s workshop attendance and research she has done in this area. Linda Ruff said she believes she can assist getting matching funds for applicable grants. Discussion ensued between Board Members and Tracy.

Tracy then reviewed the financial status of HARA and the upcoming financial requirements for 2009. The Board again discussed the budgeting of HARA’s requested assessment.

Norma Shearer asked if the Board was willing to send \$28500 as budgeted. Tracy asked if the Board would at least consider the 2008 amount of \$33828. Discussion ensued. Carol Eppley moved to pay HARA \$33828 matching the 2009 contribution. Norma Shearer seconded the motion. Vote taken: in favor Norma Shearer and Carol Eppley, opposed Linda Ruff, Ken Hoover and Gary Shultz. Carol Eppley moved to release \$28500 as budgeted. Linda Ruff seconded the motion and the motion carried unanimously.

Tracy asked if there is anything further she can do to persuade the Board to release the additional amount requested. Discussion continued with further action being taken.

Fort Halifax Park Use: Norma Shearer addressed safety concerns of the Board in the public use of the Park; however DCNR has determined that the Township must allow use of the Park. Norma Shearer asked for public input in creating park rules and regulations over the next three weeks until 3/27/09. She asked for written suggestions from interested parties. She hopes to adopt rules and regulations in April and post signage by May. Linda Ruff asked if DCNR could clarify an entrance to the Park. Ken Hoover and Norma Shearer discussed DCNR areas of the property.

Bob Burrell – Fellowship Drive: Bob Burrell asked if Greg Keefer could speak on his behalf regarding Fellowship Drive. He owns property but does not reside on Fellowship Drive. He reviewed the history of the situation as he recalled it. He cited various documents he was aware of. He felt the major issue is an unpaid engineering bill by Mr. Miller. He asked to have all issues disclosed and addressed. Bob Burrell then provided a petition signed by all residents of Fellowship Drive for the Township to assume ownership of it. He also discussed the history of the construction of the road. Solicitor Dzurainin discussed the issues he addressed with Attorney Radebach June 4, 2008. He is still waiting for a response from Attorney Radebach. Solicitor Dzurainin stated he also needs information regarding liquid fuels and a confirmation of acceptance of construction. Solicitor Dzurainin said that there is an outstanding invoice to Mr. Miller. He also needs confirmation from Attorney Radebach that the Church will maintain its private sewer easement under the road. Discussion ensued.

Donna Rode – Fellowship Drive: Donna Rode is upset with the position the Township has taken. She also reviewed the agreement between Mr. Miller and Halifax Township which she felt is very ambiguous especially regarding the inspection and cost of the Township Engineers. She feels that Mr. Miller's debt is perceived. She asked for the Board to vote yes to the acceptance of Fellowship Drive.

Linda Ruff – Street Light Tax: Linda Ruff addressed the Street Light Tax. She cited the second class township code. The code states the Township should provide for the safety of all. She asked the Board to reconsider the Street Light Tax. Board members responded to Linda Ruff's request. Ken Hoover motioned not to change the existing Street Light Tax policy. Gary Shultz seconded the motion. Discussion ensued. Norma Shearer, Gary Shultz, Ken Hoover in favor. Carol Eppley and Linda Ruff opposed. The motion carried.

Gary Shultz: Gary Shultz reported that the arrears of the Fort Halifax Park tenant will be addressed in April.

New Business

Halifax Volunteer Home Care Assn: Loretta Prouse presented information for the donation request from Halifax Volunteer Home Care Assn. Ken Hoover motioned to contribute \$250. Linda Ruff seconded the motion and the motion carried unanimously.

Medic 6: Norma Shearer said \$4000 was budgeted for Medic 6. Linda Ruff motioned to approve the \$4000 donation. Carol Eppley seconded the motion and the motion carried with all in favor except Ken Hoover who abstained. Ken then said the President of Medic 6 would like to thank the Township.

Scott Corsnitz: Scott Corsnitz addressed several issues including the incident on the first day at the new Township office, Carolyn Nye's termination and RTK requests. Solicitor Dzurain responded that the RTK policy is for copies of documents not information. Board members also responded. Discussion ensued.

Todd Etzweiler: Todd Etzweiler addressed the solicitor regarding the lack of an agreement with the Fire Company. He addressed his concerns with the fire company and their spending habits. The Board asked for his thoughts in writing. Todd asked what Dale's job description was and if it included postman. He said he and Scott stopped at the maintenance building to inquire about a building permit with Dale and that Dale was not there and Raymond Maus was removing a dump truck tire by himself.

Adjournment

Ken Hoover motioned to adjourn at 9:40 PM. Linda Ruff seconded the motion and the motion carried unanimously.

Respectfully Submitted,

David W Hoover
Secretary