

HALIFAX TOWNSHIP
102 Fisher Street
BOARD OF SUPERVISORS
MONTHLY BUSINESS MEETING MINUTES
January 11, 2016 – 7:00 p.m.

CALL TO ORDER – Chairman Bechtel called the meeting to order at 7:02 pm followed with the Pledge of Allegiance.

ROLL CALL – Supervisors Bechtel, Bruner, Paul, Schreffler and McBurney are present along with Engineer Steve Roe, Solicitor Bruce Warshawsky, Roadmaster Corey Stazewski, and Secretary Wendy M. Wentzel.

RECORDING MEETING – The Township Secretary is the only person recording this meeting.

EXECUTIVE SESSION – There was an executive session held January 4, 2016 from 6:15 – 6:50 pm. and again at 9:20 – 9:35 pm. to discuss personnel issues.

PUBLIC COMMENT PERIOD – **Fred Ford** stated that Larry Rank had resigned as Chairman of the Recreation Authority and that Fred Ford was elected as chairman. Flo Mallonee asked if anyone was appointed to fill the vacancy. Fred stated that Chris Paul was appointed to fill the vacancy on the Recreation Authority.

SECRETARY/TREASURER REPORT

Paid Interim Bills – **Motion** was made by Supervisor Paul and second by Supervisor McBurney to approve the paid interim bills thru January 11, 2016. Vote called. Motion carries 5-0. **Current Unpaid Bills** – **Motion** was made by Supervisor Paul and second by Supervisor Bruner to pay the unpaid bills. Vote called. Motion carries 5-0. **Minutes** – **Motion** was made by Supervisor Paul and second by Supervisor Schreffler to approve the Minutes of the December 14, 2015 regular business meeting. Vote called. Motion carries 5-0. **Motion** was made by Supervisor McBurney and second by Supervisor Schreffler to approve the Minutes of the January 4, 2016 Re-Org meeting. Vote called. Motion carries 5-0. **Financial Report** – Placed on file for audit at a later time.

EMC REPORT

EMC Recognition – The Board of Supervisors gave recognition to Tim Neiter as our EMC during 2015 for all he has done in order to get the Township in Compliance with the reports required.

PLANNING COMMISSION RECOMMENDATION – Chairperson Mallonee gave a summary report of the Planning Commission's Re-Org and regular meeting. Mr. Snody and his contractor, Mr. Esh was present. They wanted to ask the Commission some questions pertaining to an addition that Mr. Snody is looking to add to an existing home. Chairman Mallonee reported that based upon Steve Roe's review of the plans, the plans were insufficient and that it was recommended that Mr. Snody hire a professional land surveyor/engineer to complete a

stormwater application based on the Township's SALDO. The commission will reconvene updating the SALDO at the Planning Commission's February meeting.

ENGINEER REPORT – Engineer Steve Roe presented his report dated January 4, 2016. The report was made part of the permanent records.

SOLICITOR REPORT – Kline/Dunkel School Road Nuisance – Roadmaster Stazewski reported that this is still in the remedial process and progress is being made. Solicitor Warshawsky suggests that this be deferred for another month. The Board agreed. **Lehman Stormwater Management Violation** – Today was the deadline for Mr. Lehman to pay the fees that he owes. He has not paid. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to initiate enforcement proceedings for violation of the Stormwater Management Plan. Vote called. Motion carries 5-0. Chairman Bechtel asked Solicitor Warshawsky about the Quail Commons Pilot and when payment was to begin. The Township had not received any monies in 2015. Solicitor Warshawsky stated that he will research it.

ROADMASTER REPORT – Roadmaster Stazewski submitted his report for December for permanent record and reported that the Township had taken possession of the jersey barriers used during the construction of the fencing North on Route 147. Kinners and Valley Ag and Turf assisted with hauling them to the Township. Letters will be sent and thanking them for their assistance. Roadmaster Stazewski also asked permission to purchase two chainsaws and a blower to be used in the tree trimming throughout the Township. The costs would be approximately \$1,000.00. **Motion** was made by Supervisor Paul and second by Supervisor McBurney to purchase the chainsaws and the blower to be expended out of the Capital Improvements Fund. Vote called. Motion carries 5-0.

SEO REPORT – Light-Heigel submitted their report dated January 8, 2016 for services provided in December 2015. This report was made part of the permanent records.

ADMINISTRATIVE

Township Cell Phones – Discussion took place regarding the current cell phones. It was decided to keep what the Township currently has which is the main cell phone with two additional phones in the event of an emergency, but will need to upgrade the phones to a sturdier basic phone.

Planning Commission Vacancy – **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to advertise this vacancy in the Upper Dauphin Sentinel. Vote called. Motion carries 5-0.

Vacancy Board – **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to appoint Gary Shultz as the Vacancy Board chairman. Vote called. Motion carries 5-0.

Corey – Vacation – Roadmaster Stazewski has asked the Board to buy out his accrued vacation time of 156 hours at \$16.49 per hour. Motion was made by Supervisor Bruner and second by Supervisor McBurney to pay Roadmaster Stazewski for 156 hours of accrued vacation at the rate of \$16.49 equaling \$2,572.44 and taken out of the General Fund to do so. Vote called. Motion carries 5-0.

Escrow Funds Account – This account has been moved to a non-interest bearing account effective December 30, 2016. New checks have been ordered under the new bank name.

LST – Chairman Bechtel reported that \$48,122.89 was collected for LST. The budgeted amount for 2015 was \$24,000. The Board was asked to work on a decision on how to distribute the additional balance of the funds and that this will be placed on the agenda for next month.

Auditor Re-Org – The appointed auditors had their re-org on January 5, 2016. Chairman: Ernest Schreffler

Vice Chair: Charnelle Etzweiler

Secretary: Gwen Corsnitz

The auditors approved a wage of \$13.50 for working Supervisors with a CDL. Wages for working Supervisors without a CDL was set at \$11.50. An auditor will be attending the Fire Department's Annual Audit scheduled for February 7th. There may be a second auditor in attendance as well.

Chairman Bechtel mentioned that there will be discussion for next month's meeting about moving funds from the General Account to the Kieffer Road Project unless there is another project suggested for the excess monies received over budget.

OLD BUSINESS

Appointment of CPA firm for 2015 Audit – Motion was made by Supervisor Paul and second by Supervisor Bruner to appoint the CPA Firm of Lettich and Zipay to audit the Townships records for 2015. Vote called. Motion carries 5-0.

Sidewalk Grant – Halifax Borough Mayor Jeff Enders spoke and gave a history of events leading up to tonight's Board of Supervisors Meeting. Week of December 14th, Mayor was notified that TAPS Program was not happy that this project was not moving forward. The Mayor explained that the Engineering costs were prohibiting advancement of the project. A meeting was then held between the Borough, the Township, TAP, Dauphin County and DCED. Dauphin County is behind this project and is willing to assist with the Engineering fees. After Halifax's monthly meeting, they notified Dauphin County and informed them that the Borough is moving forward with this project with or without the Township. The bids have to be signed and ready to go by September 30th. Bill Burch, Land Surveyor, is ready to move on the project. The Borough wants the Township's involvement on this project. This Grant is tied to the School on Phase I so the sidewalk will be on the school side. **Motion** was made by Supervisor Paul and second by Supervisor Bruner to push forward with Halifax Borough on Phase I of the Sidewalk Grant and retain the Borough's Engineers. Vote called. Motion carries 5-0. The Board appointed Supervisors Bruner and Paul to serve as representatives on the committee. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to have an Intergovernmental Agreement drafted between Halifax borough and Halifax Township and the Halifax High School and look into a Maintenance Ordinance. Vote called. Motion carries 5-0.

Tobias Road Bridges – Solicitor Warshawsky received the green card from the letter sent to the sawmill entity that will be doing the logging who would be accessing the Tobias Road Bridges. Engineer Roe presented a cost of \$10,000 to get both bridges rated. If the Township bonds the bridges, the unpaved highway Type I permit would be \$6,000 per linear mile to bond the road as well, which would be at the expense of the landowner. The Township will wait to hear from the parties involved going forward.

NEW BUSINESS

Resolution to Establish a Fee Schedule in Accordance with SALDO – Motion was made by Supervisor Bruner and second by Supervisor Paul to waive the reading of the Resolution. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to adopt the Resolution to Establish a Fee Schedule in accordance with SALDO. Vote called. Motion carries 5-0.

Referendum – open discussion on Halifax Park – Supervisor McBurney talked about how a meeting was held in the past with DCED and how the park was funded with a Key 93 Grant and

we were looking to do agriculture on the east side of the road and use the profits for developing the park. The Township had been denied that request. Key 93 Grant forbids agriculture. There is also an easement agreement that forbids the Township to use the park for anything but passive recreation. Supervisor McBurney met with Senator Teplitz to see if there could be any modification to the grant. Senator Teplitz stated he would look into it. Supervisor McBurney asked if a referendum could be put out to the township residents. Any item put on a referendum would have to be acted upon. Supervisor McBurney posed a few questions that may be placed as a referendum. Solicitor Warshawsky suggested that the Township talk to the Conservancy. Referendums have to be based on taxes. The Township wants to reach out to the residents about what they want for Fort Halifax. To be placed on next month's agenda.

Chris Hoover – PennDOT concern – Mr. Hoover contacted the Township with a concern about the lack of signage on Peter's Mountain Road. There appears to be no chevron signs. He is concerned about the safety of the vehicles accessing this route. Motion was made by Supervisor Bruner and second by Supervisor Schreffler to send a letter to PennDOT and address this issue. Vote called. Motion carries 5-0.

AGENDA ITEMS FOR NEXT MEETING

Sewer Ordinance
PSATS 457 Plan and PSATS Health Ordinance
PSATS Conference
LST
Moving Funds to Kieffer Road Project
Tobias Road Bridges
Fort Halifax Survey

ANNOUNCEMENTS

Planning Commission Meeting – February 1, 2016 at 7:00 pm
Board of Supervisors Regular Monthly Meeting – February 8, 2016 at 7:00 pm
COG – January 21, 2016 at 7:00 pm – Refreshments at 6:30 pm

ADJOURNMENT – Motion was made by Supervisor Bruner and seconded by Supervisor Paul to adjourn the meeting at 8:55 pm. Vote called. Motion carried 5-0.

Respectfully Submitted,

Wendy M. Wentzel, Secretary