

**Liberty Township Board of Supervisors
39 Topper Road
Fairfield, PA 17320**

November 6, 2019 Board of Supervisors Meeting Minutes

The Board of Supervisors of Liberty Township, Adams County met Wednesday, November 6, 2019, at 7:30 PM at the Liberty Township Municipal Building, 39 Topper Road, Fairfield, PA 17320, for the regular monthly meeting.

Present: Chairman John Bostek by phone, Vice Chairman Bob Jackson, Supervisor Walter Barlow, Solicitor John Lisko, Roadmaster Brian Arentz, Secretary/Treasurer Wendy Peck, Officer Cory Ammerman, and Zoning Officer Darrin Catts.

Mr. Jackson called the meeting to order at 7:30 PM. He announced that he encouraged comments about the budget during public comment.

Public Comment:

Cindy Arentz 1734 Tract Rd stated that she was at the Workshop meeting when Zoning Officer Darrin Catts recommend that the Supervisors not issue a junkyard permit to someone who cleaned up. She asked if he is zoning officer why a permit was issued. Mr. Jackson stated that the Zoning Officer makes recommendations and the Board takes a vote. She went on to ask what the zoning officer does and if the zoning officer is just a voice. Mr. Jackson asked for comments about the budget.

Agatha Foscatto 45 Oak Grove Dr stated that she wanted to talk about taxes. She stated that she went to the Courthouse and learned that a mil is \$1 tax for every \$1,000 dollars of property value. She stated that there are a lot of people in the township on a fixed income and can't afford a 1 mil tax increase. She also commented that she felt that a Supervisor working on the road crew was a conflict of interest because they can sign their own timecards and checks.

Horst Stehmer 105 Oak Grove Dr stated that he likes the idea of borrowing money instead of a tax increase and supported fixing the roads.

Judie Hogan 685 Friends Creek Rd stated that she supports some tax increase and wants to fix the roads.

Cindy Arentz 1734 Tract Rd remarked about a resident who previously commented about the condition of Wenschhof Road. She stated that it is a heavily traveled road and should be fixed.

Bobby Keilholtz commented that he agrees with Judy Hogan and supports some increase is to improve the roads. He stated that some roads are in bad shape and feels strongly that a tax increase is needed to fix and maintain the roads.

Agatha Foscatto 45 Oak Grove Dr commented that it would be reasonable to bring the overall tax up to one mil instead of increasing it by 1 mil.

Cindy Arentz 1734 Tract Rd asked newly elected Supervisor Keilholtz if a tax increase is passed now, would he increase it more when he takes office. Mr. Keilholtz responded that he has no idea until he knows what the Board of Supervisors pass now. He stated that he was not advocating a mil, but somewhere in between and overall, he was not ruling out any tax increase. Cindy Arentz went on to talk about last year's tax increase and the fact that Wenschhof Road was not listed on the budget plan as one of the roads to be fixed.

Supervisor Comments: Mr. Jackson asked the Supervisors to comment on the budget.

Mr. Barlow made comments about the budget and that while costs rise every year, the Township has not been raising taxes. He stated that if you want to have a police department and fix the roads, you need to raise taxes. He said that he did not advocate borrowing money. He stated that with \$190,000 in wages, you have \$118,000 to operate the township. He went on to state that he did propose a one mil tax increase and asked for a counteroffer from the other supervisors and received none. He commented that the Second-Class Township says that Supervisors can work as employees. He commented that the County Commissioners are signing their own paychecks.

Mr. Bostek had no comments on the budget.

Mr. Jackson announced that it was now 8 PM and began the Conditional Use Hearing. Mr. Lisko stated that the Zoning Hearing Board decides Variances and Special Exceptions and that a Special Exception is similar to the Board of Supervisors deciding a Conditional Use. He went on to state that a Conditional Use is allowed if the applicant meets the criteria in the Ordinance with conditions. Mr. Lisko asked anyone wishing to testify to stand and take the oath. Cindy Arentz, Richard Swiat, Judie Hogan, Agatha Foscatto and the applicant all took the oath. Court Reporter Lindsay Gillen was present to take record of the meeting. Judie Hogan stated that the Township Engineer was concerned about the absorption rate on the property and that the Planning Commission recommended conditional approval if the applicant received clearance from the SEO. Mr. Barlow asked if the property had a holding tank. Judie Hogan replied that it was an inground conventional septic system. Mr. Lisko read limits in Zoning Ordinance Section 427.1 Home Business subsections b-j. Reasonable conditions such as operating hours were discussed. There were discussions of dog boarding and number of dogs per hour. The applicant stated that no other business was being conducted on the property. Mr. Swiat stated that he is a neighbor and had no objections. Mr. Barlow moved to approve the application with the condition that the septic use is approved by the SEO, that the operating hours be within Monday through Saturday from 8 AM to 8 PM, and compliance with the Zoning Ordinance Section 427. Mr. Jackson seconded the motion. All voted yes, and the motion passed. **The Conditional Use Hearing ended at 8:21 PM.**

Mr. Jackson asked the Secretary/Treasurer why the Fire Tax balance hasn't changed over the past several months. The Secretary/Treasurer replied that most of the taxes were collected by July and very little taxes are collected from now until the end of the year.

Minutes: Mr. Barlow moved to accept the minutes of the October 1 Regular Meeting. Mr. Bostek seconded the motion. All voted yes and the motion passed. Mr. Barlow moved to accept the minutes of the October 15 Workshop Meeting. Mr. Bostek seconded the motion. All voted yes and the motion passed.

Treasurer's Report: Full copies of the Treasurer's report were provided to the Supervisors and the public. Ms. Peck read the October 31 account balances from the Treasurer's Report.

ACNB - General Operating & Payroll	<i>see detail</i>	\$64,822.85	
PLGIT - General Reserve	<i>no activity</i>	\$278,453.42	
PLGIT - Capital Reserve	<i>no activity</i>	\$95,897.47	\$439,173.74
PLGIT - Liquid Fuels	<i>see detail</i>	\$5,646.94	
ACNB - Fire Tax	<i>no activity</i>	\$31,813.09	
ACNB - Escrow	<i>see detail</i>	\$6,941.45	

Type	Date	Num	Name	Memo	Paid Amount	Balance
						106,338.41
Check	10/01/2019	11559	Good Life Cleaning Services	041104L	-327.90	106,010.51
Check	10/01/2019	11560	ADECCO EMPLOYMENT S	3185537	-344.19	105,666.32
Check	10/01/2019	11561	Adams County SPCA	Donation	-500.00	105,166.32
Check	10/01/2019	11563	Principal Funds	Liberty Township	-2,954.00	102,212.32
Check	10/01/2019	11564	Interstate Garage Doors, Inc	50% Down Estimate	-1,039.00	101,173.32
Liability Che	10/01/2019	11565	Security Benefit Retirement	610257	-662.71	100,510.61
Check	10/01/2019	11566	McLaughlin's Home Heating	Cust 89482	-4,109.00	96,401.61
Check	10/01/2019	11567	PA Municipal Code Alliance	23305	-1,068.75	95,332.86
Check	10/01/2019	11568	Treysta	55947	-490.00	94,842.86
Check	10/01/2019	11569	Waynesboro Hospital	LIBPOLICE	-47.00	94,795.86
Check	10/01/2019	11570	Heflin Electric	Inv 6052	-1,695.00	93,100.86
Check	10/01/2019	11571	Treysta	Invoice 7165	-109.95	92,990.91
Check	10/01/2019	11572	Fairfield Com Fire Co Relief	2019 VFRA Alloc	-5,027.42	87,963.49
Check	10/01/2019	11573	Fountaindale VFRA	2019 VFRA Alloc	-5,027.42	82,936.07
Check	10/01/2019	11574	Arentz, Brian	9/24/19 – RT Mileage	-88.16	82,847.91
Check	10/01/2019	11575	Peck, Wendy J.	3rd Qtr 2019 Reim	-244.30	82,603.61
Check	10/01/2019	11581	Principal Funds	NonUniform Pension	-6,368.47	76,235.14

Paycheck	10/03/2019	11576	Barlow {BOS}, Walter		-87.78	76,147.36
Paycheck	10/03/2019	11577	Bostek, John		-87.78	76,059.58
Paycheck	10/03/2019	EFT	Jackson, Robert		-87.78	75,971.80
Paycheck	10/03/2019	EFT	Ammerman, Cory M.		-497.69	75,474.11
Paycheck	10/03/2019	EFT	Arentz, Brian		-1,378.04	74,096.07
Paycheck	10/03/2019	EFT	Hansen, Sherri		-1,833.06	72,263.01
Paycheck	10/03/2019	EFT	Peck, Wendy J.		-1,137.03	71,125.98
Paycheck	10/03/2019	11580	Swiat, Richard		-30.65	71,095.33
Paycheck	10/03/2019	EFT	Williams, Natalie		-68.86	71,026.47
Paycheck	10/03/2019	11578	Bostek, Kathryn		-26.28	71,000.19
Paycheck	10/03/2019	11579	Hek, Susan		-26.28	70,973.91
Paycheck	10/03/2019	EFT	Weikert, Brian		-267.67	70,706.24
Liab Check	10/03/2019	EFT	York/Adams County EIT	000095043	-640.95	70,065.29
LiabCheck	10/03/2019	EFT	PA UC Fund	01-04573M3	-23.36	70,041.93
LiabCheck	10/03/2019	EFT	PSATS UC Group Trust	0104573	-397.75	69,644.18
LiabCheck	10/03/2019	EFT	PA Dept. of Revenue	1641 9699	-223.35	69,420.83
LiabCheck	10/03/2019	E-pay	US Treasury Dept/IRS	23-2110946 QB	-1,554.24	67,866.59
Check	10/04/2019	EFT	8x8, Inc.	RW00354719	-236.70	67,629.89
Deposit	10/10/2019			Deposit	99.00	67,728.89
Deposit	10/11/2019			Deposit	41,376.76	109,105.65
Check	10/14/2019	11582	Gene Latta Ford	2019 F550 Dump	-38,000.00	71,105.65
Check	10/15/2019	11583	ADECCO EMPLOYMENT	3185537	-862.71	70,242.94
Check	10/15/2019	11584	LEAF	100-4990181-001	-78.00	70,164.94
Check	10/15/2019	11585	West Penn Power	100090757368	-120.50	70,044.44
Check	10/15/2019	11586	Hamiltonban Township	Invoice #578 & 577	-1,515.19	68,529.25
Check	10/15/2019	11587	ACATO	ACATO Conv 2 tick	-20.00	68,509.25
Check	10/15/2019	11588	TEVIS ENERGY INC	Account 1109398	-563.11	67,946.14
Check	10/15/2019	11589	McLaughlin's Home Heating	Cust 89482	-137.39	67,808.75
Check	10/15/2019	11590	Napa Auto Parts	Acct 3135	-52.65	67,756.10
Check	10/15/2019	11591	Heflin Electric		-204.00	67,552.10
Check	10/15/2019	11592	Flohr Lumber Company	650	-10.01	67,542.09
Check	10/15/2019	11593	Lowe's	98004701524	-52.82	67,489.27
Check	10/15/2019	11594	Shealers Septic Service	Inv 28993	-120.00	67,369.27
Check	10/15/2019	11595	KPI Technology	Invoice #7701	-127.44	67,241.83
Paycheck	10/17/2019	EFT	Ammerman, Cory M.		-434.29	66,807.54
Paycheck	10/17/2019	EFT	Arentz, Brian		-1,347.15	65,460.39
Paycheck	10/17/2019	EFT	Peck, Wendy J.		-1,048.99	64,411.40
Paycheck	10/17/2019	EFT	Williams, Natalie		-68.88	64,342.52
Paycheck	10/17/2019	EFT	Hansen, Sherri		-1,833.07	62,509.45
Paycheck	10/17/2019	EFT	Weikert, Brian		-267.66	62,241.79
LiabCheck	10/18/2019	E-pay	US Treasury Dept/IRS	23-2110946 QB	-1,437.80	60,803.99
Liab Check	10/18/2019	EFT	PA Dept. of Revenue	1641 9699	-206.21	60,597.78
Deposit	10/21/2019			Deposit	8,708.47	69,306.25
Deposit	10/30/2019			Deposit	2,019.90	71,326.15
LiabCheck	10/30/2019	EFT	PA Dept. of Revenue	1641 9699	-216.60	71,109.55
Paycheck	10/31/2019	11596	Barlow {BOS}, Walter		-87.78	71,021.77
Paycheck	10/31/2019	11597	Bostek, John		-87.78	70,933.99
Paycheck	10/31/2019	EFT	Jackson, Robert		-87.78	70,846.21
Paycheck	10/31/2019	EFT	Ammerman, Cory M.		-410.51	70,435.70
Paycheck	10/31/2019	EFT	Arentz, Brian		-1,354.37	69,081.33
Paycheck	10/31/2019	EFT	Peck, Wendy J.		-1,039.40	68,041.93
Paycheck	10/31/2019	11598	Ruppert, Barbara L.		-43.78	67,998.15
Paycheck	10/31/2019	EFT	Williams, Natalie		-85.98	67,912.17
Paycheck	10/31/2019	EFT	Hansen, Sherri		-1,833.06	66,079.11

Paycheck	10/31/2019	EFT	Weikert, Brian		-267.66	65,811.45
Deposit	10/31/2019			Deposit	500.00	66,311.45
LiabCheck	10/31/2019	EFT	US Treasury Dept/IRS	23-2110946	-1,488.60	64,822.85
					<u>-41,515.56</u>	<u>64,822.85</u>
					-41,515.56	64,822.85
						90,775.17
Check	10/10/2019	559	Liberty Twip General Fund	DCED Loan	-38,000.00	52,775.17
Check	10/14/2019	560	Gene Latta Ford	VOID: 2019 F550 Dump	0.00	52,775.17
Check	10/14/2019	561	Gene Latta Ford	2019 F550 Dump	-43,655.10	9,120.07
Check	10/15/2019	562	TEVIS	Account 1109398	-356.50	8,763.57
Check	10/15/2019	563	Commonwealth of PA	VOID: P24008520-414	0.00	8,763.57
Check	10/15/2019	564	New Enterprise Stone	Acct 93038	-1,558.10	7,205.47
Check	10/15/2019	565	Commonwealth of PA	P24008520-414	-1,558.53	5,646.94
					<u>-85,128.23</u>	<u>5,646.94</u>
					-85,128.23	5,646.94
						6,264.45
Check	10/15/2019	178	KPI	7669	-623.00	5,641.45
Deposit	10/30/2019			Deposit	1,300.00	6,941.45
					<u>677.00</u>	<u>6,941.45</u>
					677.00	6,941.45

Mr. Barlow moved for acceptance of the October 2019 Treasurer's Report. Mr. Bostek seconded the motion. All voted yes and the motion passed.

Expenses: Mr. Barlow moved for acceptance of the 10/16-11/06/19 expenses. Mr. Bostek seconded the motion. All voted yes and the motion passed. Mr. Bostek made a motion to retroactively approve the 10/13-10/26/19 payroll. Mr. Barlow seconded the motion. All voted yes and the motion passed.

Zoning Officer's Report: Mr. Bostek reported that five permits were issued in October totaling \$450 in fees.

Police Department: Officer Ammerman provided the report in Chief Hansen's absence. He reported that the department worked 275 which included 101 patrol hours and 27 on call hours. The department issued 19 traffic citations and 15 traffic warnings. Highlights included starting the enforcement of the ordinance for truck traffic on Boyle Road. He also reported that the Facebook page is back up and running.

Roadmaster Report: Brian Arentz reported that during October, the Road Department drove 817 miles, used 59 gallons of on-road fuel and 59 gallons of off-road fuel. He reported that activities including resetting a pipe on McGlaughlin; a Fog Seal application to Topper Road, sign replacement on Bullfrog and Sanders. He went on to state that there were a lot of trees down and some maintenance was performed on the big truck. Mr. Barlow spoke about the work on McGlaughlin and the issue with a Comcast Cable that was not buried. He stated that he is meeting with a Comcast representative to upgrade the cable and make sure they are complying with the Driveway and Excavating Ordinance.

Planning Commission Report: Planning Commission Chair Judy Hogan stated that the Planning Commission met on October 15 and reviewed the Conditional Use Application, discussed a possible application for solar power and received a Subdivision/Lot Addition application for 25C18-0028A—000. She stated that the property was owned by a relative and that she would recuse herself from the review.

Old Business:

- **Treasurer Bond Claim Status** – Mr. Lisko reported that this topic would be covered later in the meeting during an executive session. Cindy Arentz asked when the public could hear the recommendation from the new attorneys. Mr. Lisko responded by stating that the public will be informed when it will not jeopardize the claim.

- **2020 Draft Proposed Budget Discussion** – It was noted that this topic was covered under public comments.

New Business

- **Junkyard Permit Denial** – Mr. Lisko asked the Supervisors to review and retroactively approve a letter from the Zoning Officer regarding the junkyard permit denial for 605 Harbaugh Valley Rd. Mr. Barlow made a motion to retroactively approve the letter from Zoning Officer Darrin Catts to Mr. Richard Gladhill denying his junkyard permit application for 25A18-0044---000 Gladhill, 605 Harbaugh Valley Road. Mr. Jackson seconded the motion. All voted yes, and the motion passed.
- **Truck Bid Opening** - Mr. Jackson read the Sealed Bids that were received for the 2005 Ford F550 Dump Truck 4X4, 151,000+ Miles With 9ft Fisher Minute Mount Angle Plow And Fisher Stainless Steel Under Tailgate Salt Spreader. Mike Venziano - \$4,005; Pat Arentz - \$3,800, Jesse Toms - \$4,527.50 and Tim Shaw - \$6,000. Mr. Barlow stated he did not believe we should get rid of the truck until after the winter season. The condition of the truck cost for repairs was discussed. Mr. Jackson asked if the Board should table the decision. Mr. Bostek said \$6,000 sound like a good offer. Mr. Jackson made a motion to accept the bid from Tim Shaw for \$6,000 for the 2005 Ford F550 dump truck with plow and spreader. Mr. Bostek seconded the motion. Mr. Bostek voted yes. Mr. Jackson voted yes. Mr. Barlow voted no. The motion passed.
- **Consider a motion to adopt the Campground Ordinance Amendment** – After some discussion about the Adams County Planning Commission comments, and the Liberty Township Planning Commission recommendation for approval, Zoning Officer Darrin Catt's was asked if passing this ordinance was urgent. Mr. Catt's stated there was an immediate need and he had been expressing this concern since the beginning of the year. The Board considered moving forward with passing the ordinance and addressing the Adams County comments during the ongoing codification process. Mr. Barlow made a motion to adopt Ordinance 2019-02 Amendment to the Campground Ordinance. Mr. Jackson seconded the motion. All vote yes, and the motion passed. There was discussion about inviting the Adams County Planning Commission to the Liberty Township Planning meetings so they can be part of the process of developing ordinances.
- **Washington Township, Franklin County proposed zoning ordinance change** – The Board of Supervisors reviewed the Washington Township, Franklin County proposed zoning ordinance changes. Mr. Bostek expressed concern about the proposed changes and the possible affect it would have on the Renfrew Park area. Mr. Bostek made a motion to send a letter to Washington Township stating Liberty Township's objection to the proposed change. Mr. Barlow seconded the motion. All voted yes, and the motion passed.
- **2019 Audit** - Mr. Barlow made a motion to advertise the intent to appoint a CPA firm to perform the 2019 audit. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

At 8:55 PM The Supervisors recessed the meeting and went into Executive Session.

At 9:17 PM the meeting resumed. Mr. Lisko announced that the Board discussed the tax appeal for 25D16-0007---000 owned by Alan Trider (formerly Middle Creek Bible) and the Treasurer Bond Claim. He stated that the board is still pursuing a claim against the bonding companies for additional funds.

At 9:18 PM, Mr. Barlow made a motion to adjourn the meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed. The next public meeting is scheduled for Tuesday, November 19, 2019, at 11 AM at the Township Municipal Building.

Respectfully submitted,



By Wendy Peck, Secretary/Treasurer