

Liberty Township Board of Supervisors, Adams County, PA
39 Topper Road, Fairfield, PA 17320
June 3, 2026, Board of Supervisors Meeting Minutes

The Board of Supervisors of Liberty Township, Adams County met Wednesday, June 3, 2026 at 6PM at the Township Municipal Building located at 39 Topper Road, Fairfield, PA 17320. The meeting was streamed live on Liberty Township's YouTube Channel. At 6 PM Chairman Walter Barlow called the meeting to order.

Present: Chairman Walter Barlow, Supervisor Christopher Hill, Solicitor John Lisko, Officer Dan Gaskin, and Secretary/Treasurer Wendy Peck.

Not Present: Vice Chairman Robert Keilholtz and Police Chief Terry DeWitt.

Public Comments: Sister Agnes representing CARMEL OF JESUS MARY & JOSEPH 465 WATER ST stated that she was present to support the Land Development Plan. RICHARD SWIAT of 385 WENSCHHOF RD asked about the distance from the road for marking dead trees. Roadmaster Barlow remarked that it is 16.5 feet from center of the road.

Supervisor Comments: None.

Minutes:

- *Mr. Hill made a motion to accept the May 6, 2026, Regular Meeting minutes as presented. Mr. Barlow seconded the motion. All voted yes, and the motion passed unanimously.*

Expenses/Payroll:

- *Mr. Hill made a motion for retroactive approval of the 05/07/2026-06/03/2026 expenses. Mr. Barlow seconded the motion. All voted yes, and the motion passed.*
- *Mr. Hill moved for retroactive approval of the 05/03/2026-05/16/2026 payroll. Mr. Barlow seconded the motion. All voted yes, and the motion passed. Mr. Barlow moved for retroactive approval of the 05/17/2026-05/30/2026 payroll. Mr. Hill seconded the motion. All voted yes, and the motion passed.*

Police Department Report – Officer Dan Gaskin presented a report for the month of May. The report for all three Townships included: Calls For Service 70; Traffic Stops 42; Citations 42; Faulty Equip/Warn 18; Community Events 0; Patrol Hours: 202 – 21 training = 181; On Call Hours: 12; Traffic Details: 5; Total Miles: 1,517; FT Hours: 170; PT Patrol: 32; PT Admin: 0; Total Hours: 202. Patrols made up five (5) hours owed to Highland Twp this month – 35 total. Chief attended training on ways to locate people and their information through the web which was hosted by the Department of Homeland Security and the PA Attorney General's Office. Chief proposed a Grant to Supervisor Hill for review. This grant will be utilized for new mobile and portable radios, new Toughbook computers for cars, new Mobile Video Recorder (MVR) for car 1 so all 3 vehicles are outfitted. New fingerprint scanner from Chiefs of Police Association. Chief investigated an AI assisted program for writing reports from the body camera footage, Motorola is rolling this out soon and will be free to existing customers. Patrol Officer Coyne is progressing well in the FTO program. Field Training Officer Gaskin has given a possibility of being in separate vehicles but on a shadow program in July. Click It or Ticket was conducted in Highland and Liberty Townships. All (MVR/BWC) Camera Footage over sixty (60) days will be purged. *Mr. Barlow made a motion to approve the request to Participate PA Edward Byrne Memorial Justice Assistance Grant (JAG) through PCCD. Mr. Hill seconded the motion. All voted yes, and the motion passed.* Mr. Hill requested a June Police Schedule Calendar. Officer Gaskin replied that he would get that for Mr. Hill.

Zoning Officer's Report – Mr. Barlow reported that one renewal and three land use permits were issued in May for a total of \$350. There were no updates on ongoing zoning violations.

Roadmaster Report – Mr. Barlow reported on the Road Department for the month of May. He reported that the Road Department used 60.4 gallons of gasoline, 76.5 gallons of diesel, 104.5 gallons of off-road diesel and drove 1,173.2 miles. Girl Scout Road: Shoulder work, underdrains, and base preparation were completed May 19–20. Paving with FB-modified stone mix began on May 19. The base coat was applied that day and the final coat the next day. Final rolling will be completed tomorrow. The road will then be fully open. Bullfrog Road: Paving was completed May 19–22 with a 3-inch Superpave overlay. Pricing has been requested for double yellow centerlines and fog (edge) lines. Striping will proceed once approved for Bullfrog, Girl Scout, and Stoops Roads. Stoops Road: The roadway was widened by an additional 1.5 feet. Drainage improvements were installed along the west side from Bullfrog Road to the Highland Township line using a mini-excavator. The crew assisted Highland Township with a failing ditch on the right side

of the road by supplying and installing riprap. The township will be billed for time and materials upon the secretary's return from vacation. Steelman Marker Road: Shoulder work began today from Tiger Trail toward Route 116 to improve drainage into the ditch line and cross-pipe. Other Maintenance: Cleaned a clogged cross-pipe at Freedom Trail and Pecher Road (neighboring property owner's pipe). Collaborated with Carroll Valley Township on shoulder correction at East Wind and Pecher Road. Material supplied; grading and new blacktop completed. These cooperative efforts maximize equipment utilization and reduce costs for all townships. Equipment Purchase – LSA Grant: The CAT 521i order was placed yesterday following last month's approval. The contract will be submitted with the LSA grant application. After reviewing revised bids, the Board selected the more versatile Mow Master mower attachment (two heads) over the single-head Diamond mower. The selected package is approximately \$15,000 less and provides significantly better functionality for both brush and roadside mowing. *Mr. Barlow made a motion to award contract to US Municipal for Massey Ferguson 511 tractor with Mow Master mower for \$196,425. Mr. Barlow made a motion to rescind previous \$211,000 SEI quote for Massey Ferguson with Tiger mower. Mr. Hill seconded the motion. All voted yes, and the motion passed.* Road Striping: Bullfrog, Girl Scout, and Stoops Roads were measured for striping (double yellow centerlines with white edge lines). *Mr. Barlow made a motion to accept the quote from DE Gemmill for \$4,852.83 for road striping. Mr. Hill seconded the motion. All voted yes, and the motion carried.*

Planning Commission Report: The Planning Commission did not meet in May. The next meeting is on June 16.

- *Mr. Barlow made a motion to grant the request for Modification/Waiver for the Charnita Lot Reverse Subdivision/lot consolidation for STEM - 25000-0052---000 & 25000-0053---000/123 PECHER RD & 115 PECHER RD. Mr. Hill seconded the motion. All voted yes, and the motion passed. Mr. Barlow made a motion to grant a conditional approval for Charnita Lot Reverse Subdivision/lot consolidation for STEM - 25000-0052---000 & 25000-0053---000/123 PECHER RD & 115 PECHER RD with the condition that the plan be signed by ACOPD prior to Liberty Township. Mr. Hill seconded the motion. All voted yes, and the motion passed.*

At 6:16 PM The Supervisors and the Solicitor left the meeting and went into an Executive Session.

At 6:34 PM Chairman Barlow called the meeting back to order and announced that the Board met in Executive Session to discuss legal issues.

- *Mr. Barlow made a motion to accept the Planning Commission's recommendation and approve the BLUE RIDGE SPORTSMEN 3030 WAYNESBORO PIKE 25A17-0072---000 LIBERTY/HAMILTONBAN Plan dated 11/19/2025; Revised 01/21/26. Mr. Hill seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to agree to the extension of time to review to July 3, 2026 for the RAM REAL ESTATE 173 S APACHE TRL 25000-0030---000 Land Development Plan dated 03/23/26; updated 04/21/26. Mr. Hill seconded the motion. All voted yes, and the motion carried.*
- No action was taken on the 25B18-0024---000 OPERATION SECOND CHANCE 17870 HARBAUGH VALLEY RD Land Dev Plan dated 05/01/2026 as the Board is waiting for the Planning Commission Recommendation of Revised Plan.
- *Mr. Barlow made a motion to conditionally approve the CARMEL OF JESUS, MARY, AND JOSEPH Land Dev Plan with plan sheet dated 04/12/24, revised 05/19/26 based on plan dated 06/23/23 revised 11/22/24 which was originally conditionally approved by Board of Supervisors on April 1, 2025. Mr. Hill seconded the motion. All voted yes, and the motion passed.*

Secretary/Treasurer: The fund balances as of May 28, 2026 were ACNB Gen Oper: \$ 413,376.36; PLGIT Gen Res: \$ 605,361.06; PLGIT Liq Fuels: \$ 74,813.18; PLGIT Cap Res: \$ 154,009.37; ACNB Escrow: \$ 3,773.43. QuickBooks was upgraded as required on May 28. There are few adjustments that will need to be made while using the new version. I also have an open complaint about a possible double billing for the payroll service. Adecco has sent Jane Russom to fill the file clerk position. I have coordinated with her to work one to three days per week with each week's schedule to be set one week in advance. She is highly competent and so far it seems to be working out. I will give monthly progress reports on the project beginning next month. The LSA Grant is ready for invoices to be submitted for reimbursement. Once the Board decides on a purchase, I will process them for reimbursement. The Fed Tax Payment for Apr 1-15, 2026 is recorded in the incorrect quarter. I contacted the IRS by phone and by mail last month to correct the issue, and I am waiting on a reply. I will follow up if the issue is not resolved in time for the quarterly report. The State Tax Payment for Dec 16-31, 2025 is recorded incorrectly and is not reconciled therefore I cannot file the annual return for 2025. I have contacted PA Dept of Revenue on eight occasions since December 2025 and although they are responding to me over the website email communication system on a regular basis, I have not yet received a resolution. The PA State Treasury has also automatically deducted \$370.14 from our bank account and that does not match any transaction that I have made. I am working to resolve that issue. Reminder, I will be attending the Annual ACATO Secretary Roundtable Lunch on August 26. There are currently no upcoming financial capital needs for this department.

GENERAL LEDGER

Type	Date	Nur	Name	Memo	Pd Amount	Balance
01.100 · GEN OPER & PAYROLL - ACNB (Checking Account)						357,714.67
Check	05/04/2026	14196	Comcast Cable	8993110110006912	-266.32	357,448.35
Check	05/04/2026	14197	Verizon Wireless	Acct 621280772-00001	-488.42	356,959.93
Check	05/04/2026	14198	Wetzels Cleaning	058280	-95.00	356,864.93
Check	05/04/2026	14199	Barlow, Walter M	04/19-22/26 PSATS Conf Expense	-138.63	356,726.30
Check	05/04/2026	14200	Rabold's Services	Invoice 29180	-150.00	356,576.30
Liability Check	05/04/2026	14201	Security Benefit Rf	610257	-317.62	356,258.68
Check	05/04/2026	14202	John M. Lisko	Solicitor Fees	-5,232.00	351,026.68
Check	05/04/2026	14204	Lowe's	98004701524	-277.83	350,748.85
Deposit	05/05/2026			Deposit	2,892.10	353,640.95
Deposit	05/06/2026			Deposit	118.43	353,759.38
Paycheck	05/07/2026	14206	Barlow {BOS}, Walter		-87.78	353,671.60
Paycheck	05/07/2026	ACH	Bowman {Planning Com}, Beatrice		-43.84	353,627.76
Paycheck	05/07/2026	ACH	Hill {BOS}, Christopher G		-230.05	353,397.71
Paycheck	05/07/2026	ACH	Keilholtz, Jr. {BOS}, Robert		-230.05	353,167.66
Paycheck	05/07/2026	14205	Barlow, Walter M		-1,196.30	351,971.36
Paycheck	05/07/2026	ACH	Coyne, Tara		-228.74	351,742.62
Paycheck	05/07/2026	ACH	De Witt, Terry A.		-1,919.73	349,822.89
Paycheck	05/07/2026	ACH	Gaskin, Daniel E.		-360.81	349,462.08
Paycheck	05/07/2026	ACH	Ilko {Tax Collector}, Jessica L.		-4,396.60	345,065.48
Paycheck	05/07/2026	ACH	Ilko, Jessica		-12.15	345,053.33
Paycheck	05/07/2026	ACH	Keller, Daniel A.		-1,481.57	343,571.76
Paycheck	05/07/2026	ACH	Peck, Wendy J.		-1,395.16	342,176.60
Check	05/07/2026	ACH	BMO Harris Bank-I	PLGIT CREDIT ACCOUNT	-964.88	341,211.72
Deposit	05/08/2026			Deposit	5.50	341,217.22
Deposit	05/08/2026			Deposit	25,631.83	366,849.05
Check	05/11/2026	ACH	ACNB	Payroll - Direct Deposit Service C	-29.18	366,819.87
Check	05/12/2026	ACH	Intuit QuickBooks	Monthly fee for payroll service	-42.00	366,777.87
Deposit	05/13/2026			Deposit	2,197.83	368,975.70
Deposit	05/15/2026			Deposit	3,111.10	372,086.80
Deposit	05/15/2026			Deposit	1,470.82	373,557.62
Check	05/18/2026	14207	General Code	VOID: GC00135081	-695.00	372,862.62
Check	05/18/2026	14208	LEAF	100-4990181-002	-98.00	372,764.62
Check	05/18/2026	14209	Total Tech Solution	Invoice 13269	-550.00	372,214.62
Check	05/18/2026	14210	West Penn Power	14105001009711	-208.44	372,006.18
Check	05/18/2026	14211	Galls	Account 1002673858	-79.57	371,926.61
Check	05/18/2026	14212	DPM	29291	-56.10	371,870.51
Check	05/18/2026	14213	MDIA	Feb-Mar 2026 227966 229716 23	-750.00	371,120.51
Check	05/18/2026	14214	Shealers Septic Se	38874	-100.00	371,020.51
Check	05/18/2026	14215	Napa Auto Parts	Acct 3135	-53.03	370,967.48
Check	05/18/2026	14216	Comcast-Phone	901156234	-213.96	370,753.52
Check	05/18/2026	14217	D. E. Gemmill Inc	INV I26-0874	-310.00	370,443.52
Check	05/18/2026	14218	Wetzels Cleaning	058283	-95.00	370,348.52
Check	05/18/2026	14219	AT&T Mobility	287366075193	-170.03	370,178.49
Check	05/18/2026	14220	KPI Technology	10929 03/16/26 - 04/19/26	-528.35	369,650.14
Deposit	05/20/2026			Deposit	44,307.21	413,957.35

Paycheck	05/21/2026	14221	Barlow, Walter M	-1,557.76	412,399.59
Paycheck	05/21/2026	ACH	De Witt, Terry A.	-1,919.73	410,479.86
Paycheck	05/21/2026	ACH	Gaskin, Daniel E.	-176.29	410,303.57
Paycheck	05/21/2026	ACH	Ilko {Tax Collector}, Jessica L.	-726.93	409,576.64
Paycheck	05/21/2026	ACH	Ilko, Jessica	-17.41	409,559.23
Paycheck	05/21/2026	14222	Keilholtz, Jr., Robert E.	-650.62	408,908.61
Paycheck	05/21/2026	ACH	Keller, Daniel A.	-1,471.20	407,437.41
Paycheck	05/21/2026	ACH	Peck, Wendy J.	-1,395.15	406,042.26
Liability Che	05/21/2026	ACH	PA Dept. of Reven	-444.24	405,598.02
Liability Che	05/22/2026	ACH	US Treasury Dept/ 23-2110946	-3,177.92	402,420.10
Deposit	05/26/2026		Deposit	1,823.13	404,243.23
Deposit	05/27/2026		Deposit	10,625.68	414,868.91
Deposit	05/28/2026		Deposit	1,102.65	415,971.56
General Jour	05/28/2026	R	Gettysburg Times Reverse of GJE -- For CHK 14090	68.33	416,039.89
Liability Che	05/29/2026	ACH	PA Dept. of Reven	-310.43	415,729.46
Liability Che	05/29/2026	ACH	US Treasury Dept/ 23-2110946	-2,353.10	413,376.36
Total 01.100 - GEN OPER & PAYROLL - ACNB (Checking Account)				55,661.69	413,376.36
100.00 - PLIGT State					82,229.27
Check	05/18/2026	854	Specialty Granule: 90181320	-447.34	81,781.93
Check	05/18/2026	855	New Enterprise Str Acct 93038	-271.87	81,510.06
Check	05/18/2026	856	Specialty Granule: 90185309	-337.88	81,172.18
Total 100.00 - PLIGT State				-1,057.09	81,172.18
10.100 - Liberty Township Escrow					14,034.28
Deposit	05/12/2026		Deposit	2,100.00	16,134.28
Check	05/18/2026	240	25D18-0004---000 VOID: Return of Construction Sur	0.00	16,134.28
Check	05/18/2026	241	KPI 10929 03/16/26-04/19/26	-2,162.50	13,971.78
Check	05/18/2026	242	25D18-0004---000 Return of Construction Surety Bo	-10,998.35	2,973.43
Deposit	05/27/2026		Deposit	800.00	3,773.43
Total 10.100 - Liberty Township Escrow				-10,260.85	3,773.43
95.100 - PLGIT Gen Reserve Fund					603,503.89
Deposit	04/30/2026		Interest	1,857.17	605,361.06
Total 95.100 - PLGIT Gen Reserve Fund					605,361.06
30.101 - PLIGIT Capital Reserve Fund					153,536.89
Deposit	04/30/2026		Interest	472.48	154,009.37
Total 30.101 - PLIGIT Capital Reserve Fund				472.48	154,009.37

Old Business:

- Mr. Hill made a motion to consider the proposed Zoning Ordinance amendment regarding Conservation by Design and authorize the Solicitor and the Secretary to take the necessary steps to have the ordinance proposed for adoption at a future meeting. Mr. Barlow seconded the motion. All voted yes, and the motion carried.
- Mr. Barlow made a motion to adopt the Act 22 Law Enforcement Audio and Video Recording Request Policy. Mr. Hill seconded the motion. All voted yes, and the motion carried.
- Lee Royer, Royer and Associates was present and rescinded last month's request regarding the KIPE 25B18-0029---000 25B18-0040---000 Subdivision Plan Approved 01/06/25.

Public Comments on New Business: None.

New Business

- *Mr. Hill made a motion to adopt a resolution to update the fee schedule. Mr. Barlow seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to consider adopting an ordinance to Regulate Data Centers and authorize the Solicitor and the Secretary to take the necessary steps to have the ordinance proposed for adoption at a future meeting. Mr. Hill seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to accept the Fire Department Request for Update to Box 2-4. Mr. Hill seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to table considering a donation to Fountain Dale Volunteer Fire Department until July. Mr. Hill seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow and Mr. Hill discussed eliminating Per Capita Tax as of 2027 and agreed to put it on the July meeting agenda for consideration.*

With no further business, *at 6:46 PM, Mr. Barlow made a motion to adjourn the meeting. Mr. Hill seconded the motion. All voted yes, and the motion passed.* The next regular meeting of the Board of Supervisors is scheduled for Wednesday, July 1, 2026 at 6 PM at the Township Municipal Building.

Respectfully submitted,



Wendy Peck, Secretary/Treasurer