

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

**January 2, 2018 Board of Supervisors Meeting Minutes**

The Board of Supervisors of Liberty Township, of Adams County, met Tuesday, January 2, 2018 directly following the Reorganization Meeting.

**Present:** Chairman John Bostek, Vice Chairman Bob Jackson, Supervisor Walter Barlow, Solicitor John Lisko, Chief Brand Briggs, Roadmaster Brian Arentz, and Secretary Wendy Peck.

At 7:59 Mr. Bostek called the regular meeting to order and opened the meeting to public comments.

**Public Comments:**

**Cindy Arentz 1734 Tract Rd** commented that there was still no separation of duties for Secretary and Treasurer. Mr. Jackson responded that the township was not financially capable of hiring additional employees to fulfil that role. Cindy Arentz asked if the new solicitor was up to date on the issue of pursuing the allegations against the former Secretary/Treasurer. The Solicitor responded that it is the first thing to look at. There was additional discussion surrounding the issue. The Solicitor then advised that the topic not be discussed because it could impact any case the township decided to pursue. It was noted that the status is that there is an open claim with the bonding company.

**Judie Hogan 685 Friends Creek Rd** asked what the meeting dates were for March and November. The dates were stated as Wednesday, March 7 and Wednesday, November 7.

**Bob Keilholtz 24 Steelman Marker Rd** asked if there were any updates on New Enterprise. The Board stated that it was on the agenda for tonight.

**Supervisor Comments:**

There were no comments from the Supervisors.

**Minutes:** Mr. Jackson moved to accept to minutes of the December 5 BOS meeting. Mr. Barlow seconded the motion. All voted yes, and the motion passed. Mr. Jackson moved to accept to minutes of the December 21 Workshop Meeting. Mr. Bostek seconded the motion. Mr. Jackson and Mr. Bostek voted yes. Mr. Barlow was not at the meeting and abstained from voting. The motion passed.

**Treasurer's Report:** Ms. Peck read the Treasurer's Report.

	<b>General - Oper &amp; Payroll Fund</b>	<b>Capital Reserve Fund</b>	<b>Fire Tax Fund</b>	<b>Highway Aid Fund</b>
<b>Beginning Balance</b>	<b>185,893.34</b>	<b>201,405.92</b>	<b>31,373.82</b>	<b>21,134.75</b>
Checks & Payments	-26,828.45	0.00	0.00	-2,854.04
Deposits & Credits	31,271.82	17.11	2,532.92	17.11
<b>Cleared Balance</b>	<b>190,336.71</b>	<b>201,423.03</b>	<b>33,906.74</b>	<b>18,297.82</b>
Uncleared Transactions	-470.31	0.00	0.00	0.00
<b>Available Balance</b>	<b>189,866.40</b>	<b>201,423.03</b>	<b>33,906.74</b>	<b>18,297.82</b>

Mr. Barlow moved for acceptance of the December Treasurer's Report. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

**Expenses:** Mr. Barlow moved for acceptance of the December expenses. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

**Police Officer's Report** – Chief Briggs read his report for December. **Vince Gee 2628 Tract Rd** asked how he could get a copy of the report. The Chief replied that the monthly and year end reports are posted in the main hallway of the municipal building.

**Zoning Officer's Report** – Mr. Bostek read the December zoning report which stated four land use permits and three driveway permits issued with a total of \$1,675 permit fees collected.

**Roadmaster Report** – Mr. Arentz reported on the month's activities in the Road Department which included driving 920 miles, using 110 gallons of fuel, driveway inspections, cold patching and removing Penn Line trees that were in the gutter.

**Planning Commission Report:** Judie Hogan reported that the Planning Commission met on December 19 to review a sketch plan for the Garretson property at 415 Stultz Rd - 25D18-0009---000 that was submitted by Chad Dick. The plan proposed dividing the property in to two parcels. The Planning Commission recommended that Mr. Dick review the deed for any restrictions before proceeding.

### **Old Business**

**New Enterprise** - The Supervisors discussed the settlement agreement with New Enterprise for the road work completed in 2016. Mr. Jackson made a motion to accept the agreement in which the Township agrees to pay New Enterprise an additional liquidated sum of \$73,320.04, representing 45% of the revised total price of \$162,933.42 for the work performed on the Disputed Road, which revised total price includes contractual quantity adjustments. In addition to the Contract provisions, New Enterprise agrees to warrant the materials and workmanship of the Disputed Roads for a period of three (3) years from the date of completion, which the Parties agree was August 19, 2016. Mr. Bostek seconded the motion. Mr. Jackson and Mr. Bostek voted yes. Mr. Barlow voted no. The motion passed.

**Tax Collector Reimbursement Submission** – Mr. Jackson moved to reimburse the tax collector \$181.95 for round trip mileage of 358.6 miles at .535 per mile for attending the State Tax Collector Conference in Greensburg on October 19 and 20, 2017. Mr. Barlow seconded the motion. All voted yes, and the motion passed. Mr. Bostek moved to reimburse the tax collector \$64.17 for the electric costs of a light pole at her home office for the period of July-December 2017. Mr. Jackson seconded the motion. Mr. Bostek and Mr. Jackson voted yes. Mr. Barlow voted no. The motion passed.

### **New Business**

Mr. Barlow moved to set the 2018 mileage rate for Township to be the same as the Federal Rate. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

Mr. Jackson moved to adopt Resolution 2108-02 Eliminating Employee Contributions to The Police Pension Plan For 2018. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

Mr. Barlow moved to adopt Resolution 2108-03 Adopting Amendment No. 1 to the Defined Contribution Pension Plan Establishing the Employer's Contribution rate at 7%. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

Mr. Barlow made a motion to disburse fire tax equally among Fairfield, Fountaindale and Emmitsburg Fire Companies for eligible receipts up to \$10,000 each. **Donna Powers 608 Pecher Rd** expressed concerns about the response time of Emmitsburg Vigilant Hose. Mr. Barlow stated that he had concerns as well and was working on it. After considerable discussion about the fire departments, Mr. Jackson seconded the motion. All voted yes, and the motion passed.

Mr. Jackson made a motion to eliminate the cleaning employee position for the township. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

Mr. Bostek commented that he would like to review suggestion of reduction of hours for full-time staff with the new Solicitor before making any comments. Mr. Jackson moved to table the topic of suggested reduction of hours for full-time staff until the January Workshop meeting. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

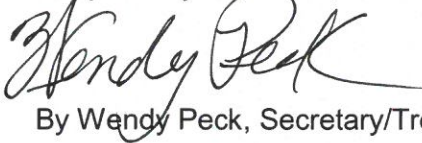
Mr. Barlow moved to table the item appoint representatives and alternate representatives until the January Workshop meeting. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

Mr. Barlow made a motion to have the township website hosted by Adams County. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

Mr. Bostek move to table the discussion of the IT support contract proposal until the January Workshop meeting. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

With no further business, Mr. Barlow moved to adjourn the meeting at 8:55 PM. Mr. Jackson seconded the motion. All voted yes, and the motion passed. The next regularly scheduled meeting will be held on Tuesday, February 6, at 7:30 PM at the Township Municipal Building.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Wendy Peck". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

By Wendy Peck, Secretary/Treasurer