

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

**November 20, 2018  
Workshop Meeting Minutes**

The Board of Supervisors of Liberty Township, Adams County, met Tuesday, November 20, 2018 at 11 AM, at the Liberty Township Municipal Building, 39 Topper Road, Fairfield, PA 17320, for the regular monthly workshop meeting.

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

Mr. Bostek called the meeting to order at 11:03 AM.

**Public Comments:**

There were no public comments.

**Special Presentation:** PA Municipal Code Alliance representative Darrin Catts reviewed his proposal for Zoning Officer Services, Code Enforcement and Building Code Enforcement Officer.

**Supervisor Comments**

- **Mr. Barlow** had no comments.
- **Mr. Bostek** stated that he received reports regarding the recent road work at Orchard Road and PA Route 16 left uneven pavement and potholes along Orchard Road. He asked the Roadmaster if he knew if PennDOT planned on fixing the problem. The Roadmaster reported that he did not have any information on the issue. The Secretary was instructed to contact PennDOT representative Josh Kopp to see if he could help find out more information.
- **Mr. Jackson** had no comments.

**Expenses:** Mr. Barlow made a motion to pay the 11/8-11/20 invoices. Mr. Bostek seconded the motion. All voted yes, and the motion passed. Mr. Barlow made a motion to retroactively approve the payroll for 10/28-11/10. Mr. Bostek seconded the motion. All voted yes, and the motion passed.

**TOWNSHIP STAFF REPORTS**

**Road Department:** The Roadmaster spoke of the recent snowfall and stated that he worked 15 hours during the storm.

**Police Department:** Chief Briggs gave an update on the new police vehicle and stated that it received the VASCAR installation yesterday and lights were being putting on now. Cindy Arentz asked if Liberty Township Police officers were participating in the Gettysburg meet the police. Chief Briggs replied that no one from Liberty Township was participating.

**Secretary/Treasurer:** Secretary Peck reported that she received a new cable for the telephone line to allow the use of a landline during meetings but was unable to get it working correctly. Treysta was contacted to complete the installation.

**Old Business:** There was no old business.

**New Business:**

- Planning Commission Chair Nancy Wenschhof presented the Planning Commissions recommended Zoning Ordinance Amendment for Front Yard Accessory Structures. The Solicitor stated that he would draft an ordinance amendment based on the Planning Commission's recommendations. Mr. Barlow asked that a motion to consider

appointing PA Municipal Code Alliance as the Zoning Officer, Code Enforcement Officer and Building Code Enforcement Officer be placed on the December 4 meeting agenda.

- Mr. Bostek stated that the Township had received a letter from David and Tressa Palmer requesting an extension on their property cleanup. He went on to state that the Zoning Officer has been monitoring the progress of the property cleanup and issued a recommendation to approve the extension. Mr. Barlow made a motion to grant an extension until December 31, 2019 to David and Tressa Palmer for their property cleanup at 25A18-0037---000 591 Harbaugh Valley Road.
- Mr. Bostek made a motion to approve the Liberty Township Chief of Police Job Description and to announce that the Township would receive applications from November 21 – November 30, 2018. Mr. Barlow seconded the motion. All voted yes, and the motion passed. The Secretary would post the information on the website.
- The Secretary announced that the area municipalities were looking for locations for the electronics recycling for 2019. There was some discussion on whether Liberty Township had the property facilities to host the events.
- The Secretary announced that as of today she had not received any requests from the area fire companies for Fire Tax distribution. She also stated that Vigilant Hose Company in Emmitsburg has not been submitting any monthly call reports.

**Adjourn:** With no further business, Mr. Bostek motioned to adjourn the meeting. Mr. Barlow seconded the motion. All voted yes, and the meeting was adjourned at 12:36 PM.

The next regularly scheduled Board of Supervisors meeting will be held on Tuesday, December 4, at 7:30 PM at the Township Municipal Building.

Respectfully Submitted,



By Wendy Peck, Secretary/Treasurer