

Liberty Township Board of Supervisors, Adams County, PA
39 Topper Road, Fairfield, PA 17320
June 4, 2024, Board of Supervisors Meeting Minutes

The Board of Supervisors of Liberty Township, Adams County met Tuesday, June 4, 2024, 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.

Present: Chairman Walter Barlow, Vice Chairman Robert Keilholtz, Supervisor Brandon Lowe, Solicitor John Lisko, Chief Don Boehs, Secretary/Treasurer Wendy Peck, and Administrative Assistant Hannah Beckett.

Road Bid Opening: Mr. Barlow stated that only one bid was received for the Full Depth Reclamation of Bullfrog Road. Mr. Barlow opened the only bid from New Enterprise. **Mr. Barlow made a motion to accept the bid from New Enterprise for \$172,098. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.** Mr. Barlow stated that no bids were received for the bridge on Old Waynesboro Road **Mr. Barlow made a motion decline rebid the Old Waynesboro Road Bridge Project. Mr. Lowe seconded the motion. All voted yes, and the motion passed.**

Public Comments:

Although previously on the agenda, Holly Solano did not attend the Board of Supervisors meeting. Many residents and property owners from the Rist Trail and Strausbaugh Trail area were in attendance, including Alan Orndorff (2809 Bullfrog Road), Stephanie Peters (855 McGlaughlin Road), Nadina Campbell (7 Rist Trail), Kathy Campbell (33 Strausbaugh Trail), Roger and Barbara Johnson (10 Strausbaugh Trail), and Carl Cook (2885 Bullfrog Road). Residents and property owners asked the Board questions regarding the ongoing stormwater issues in the area.

The Administrative Assistant left the meeting between Public Comments and Supervisor Comments at 6:35PM.

Supervisor Comments:

- **Mr. Keilholtz:** None.
- **Mr. Barlow:** None.
- **Mr. Lowe:** None.

Minutes: *Mr. Keilholtz moved to accept the minutes of the May 7 regular meeting. Mr. Lowe seconded the motion. All voted yes, and the motion passed.*

LIBERTY TOWNSHIP, ADAMS COUNTY - TREASURER'S REPORT -As of May 31, 2024						
	ACNB Gen Oper		\$81,764.98	PLGIT Liquid Fuels	\$88,288.83	
	PLGIT Gen Res		\$751,947.90	ACNB Escrow	\$35,509.45	
	PLGIT Cap Res		\$140,745.64	ACNB ARP	\$50,596.11	
			\$974,458.52			
Type	Date	Num	Name	Memo	PD AMT	Balance
01.100 · GEN OPER &						184,122.04
Deposit	04/30/2024			Interest	11.13	184,133.17
Check	05/02/2024	ACH	BMO -PLGIT Card	PLGIT CREDIT ACCOUNT	-577.00	183,556.17
Deposit	05/06/2024			Deposit	101,159.78	284,715.95
Deposit	05/06/2024			Deposit	383.41	285,099.36
Check	05/07/2024	13380	Wetzels Cleaning	4/24/24 Bi-Weekly Cleaning	-150.00	284,949.36
Check	05/07/2024	13381	Rabold's Services	Invoice 26721 05/01/24 Calibrati	-101.00	284,848.36
Check	05/07/2024	13382	East Trail Automotive	041724-PD 2016 & 2018	-410.70	284,437.66
Check	05/07/2024	13383	Barlow, Walter M	Mileage Reimbursement for Train	-80.80	284,356.86
Check	05/07/2024	13384	Penn State	CJED 9/18-22/23 Roosen	-814.00	283,542.86
Check	05/07/2024	13385	KPI Technology	Invoice #10023-General & Straus	-806.90	282,735.96
Check	05/07/2024	13386	West Penn Power	100090757368	-206.55	282,529.41
Check	05/07/2024	13387	LEAF	100-4990181-001	-78.00	282,451.41
Check	05/07/2024	13388	Comcast Cable	8993110110006912	-289.81	282,161.60
Check	05/07/2024	13389	Tyrone Township	985 Bull Valley Rd Pumping- Pr	-10.00	282,151.60
Check	05/07/2024	13390	John M. Lisko	Solicitor Fees	-728.00	281,423.60

Check	05/07/2024	13391	Aero Energy	Cust 59990	-239.28	281,184.32
Check	05/07/2024	13392	Total Tech Solutions L	Invoice 10721/10731/10742	-1,115.00	280,069.32
Check	05/07/2024	13393	Tractor Supply	6035 3012 0529 1766	-20.98	280,048.34
Check	05/07/2024	13394	General Code	GC00121178	-695.00	279,353.34
Check	05/07/2024	13395	BFPE	3054415	-352.10	279,001.24
Check	05/07/2024	13396	PMCA	Inv 54354	-987.50	278,013.74
Check	05/07/2024	13397	Zachary I. Mills	April 2024	-55.00	277,958.74
Deposit	05/08/2024			Deposit	1,021.61	278,980.35
Paycheck	05/09/2024	13377	Barlow, Walter M		-1,079.47	277,900.88
Paycheck	05/09/2024	ACH	Beckett, Hannah		-428.89	277,471.99
Paycheck	05/09/2024	ACH	Boehs, Donald G		-1,075.77	276,396.22
Paycheck	05/09/2024	ACH	Ilko {Tax Collector}, Jessica L.		-508.93	275,887.29
Paycheck	05/09/2024	13378	Keilholtz, Jr., Robert E.		-435.26	275,452.03
Paycheck	05/09/2024	13379	Pecher, Bruce E.		-206.01	275,246.02
Paycheck	05/09/2024	ACH	Peck, Wendy J.		-1,367.03	273,878.99
Paycheck	05/09/2024	ACH	Powers, Donna		-126.40	273,752.59
Paycheck	05/09/2024	ACH	Roosen, Christopher M.		-42.14	273,710.45
Deposit	05/09/2024			Deposit	3,093.07	276,803.52
Check	05/10/2024	ACH	ACNB	Payroll - Direct Deposit Ser Char	-29.42	276,774.10
Check	05/13/2024	ACH	PLGIT Gen Reserve Fund	Transfer to PLGIT General Fund	-200,000.00	76,774.10
Deposit	05/13/2024			Deposit	15,594.48	92,368.58
Deposit	05/16/2024			Deposit	283.00	92,651.58
Deposit	05/16/2024			Deposit	3,272.71	95,924.29
Deposit	05/16/2024			Deposit	8.68	95,932.97
Deposit	05/20/2024			Deposit	39,659.69	135,592.66
Check	05/21/2024	13401	Alexander Plumbing	Invoice #3347	-10.48	135,582.18
Check	05/21/2024	13402	Reddings Hardware	299186	-2,549.99	133,032.19
Check	05/21/2024	13403	Comcast-Phone	901156234	-260.86	132,771.33
Check	05/21/2024	13404	Verizon Wireless	Acct 621280772-00001	-225.33	132,546.00
Check	05/21/2024	13405	Comcast Cable	8993110110006912	-247.62	132,298.38
Check	05/21/2024	13406	PMCA	Inv 54467	-731.25	131,567.13
Check	05/21/2024	13407	Aero Energy	Cust 59990	-131.54	131,435.59
Liability Check	05/21/2024	13408	Security Benefit Retirement S	610257	-317.00	131,118.59
Paycheck	05/23/2024	13398	Barlow, Walter M		-1,113.55	130,005.04
Paycheck	05/23/2024	ACH	Beckett, Hannah		-470.74	129,534.30
Paycheck	05/23/2024	ACH	Boehs, Donald G		-900.11	128,634.19
Paycheck	05/23/2024	ACH	French, James		-188.97	128,445.22
Paycheck	05/23/2024	ACH	Hartman, Russell E.		-227.53	128,217.69
Paycheck	05/23/2024	ACH	Ilko {Tax Collector}, Jessica L.		-670.89	127,546.80
Paycheck	05/23/2024	ACH	Ilko, Jessica		-18.43	127,528.37
Paycheck	05/23/2024	13399	Keilholtz, Jr., Robert E.		-435.25	127,093.12
Paycheck	05/23/2024	13400	Pecher, Bruce E.		-501.76	126,591.36
Paycheck	05/23/2024	ACH	Peck, Wendy J.		-1,390.86	125,200.50
Paycheck	05/23/2024	ACH	Powers, Donna		-221.21	124,979.29
Paycheck	05/23/2024	ACH	Roosen, Christopher M.		-21.06	124,958.23
Deposit	05/23/2024			Deposit	5,540.65	130,498.88
Deposit	05/29/2024			Deposit	1,266.10	131,764.98
Check	05/29/2024	ACH	LibertyPLGIT Gen ReserFund	Transfer to PLGIT General Fund to	-50,000.00	81,764.98
Total 01.100 · GEN OP					-102,357.06	81,764.98

100.00 · PLGIT State						99,454.54
Deposit	04/30/2024			Interest	416.92	99,871.46
Check	05/07/2024	760	Foster F Wineland, Inc	VOID: ACCOUNT NO. LIBER003	0.00	99,871.46
Check	05/07/2024	761	J&J Motoring Inc	VOID: Inv 7768	0.00	99,871.46
Check	05/07/2024	762	Morton Salt Inc	Customer #3684741	-5,395.08	94,476.38
Check	05/07/2024	763	NAPA	ACCT#3135	-442.30	94,034.08
Check	05/07/2024	764	New Enterprise Stone & Lime	Acct 93038	-402.39	93,631.69
Check	05/07/2024	765	Specialty Granules, Inc.	90076245/90076284	-653.22	92,978.47
Check	05/07/2024	766	J&J Motoring Inc	Inv 7768	-126.11	92,852.36
Check	05/07/2024	767	Foster F Wineland, Inc	ACCOUNT NO. LIBER003	-910.34	91,942.02
Check	05/21/2024	768	HOBBS TRUCKING, INC.	Inv 12341	-239.91	91,702.11
Check	05/21/2024	769	Hillis-Carnes Engineering As	INV-1009616	-3,195.00	88,507.11
Check	05/21/2024	770	Specialty Granules, Inc.	90079869/90079870	-371.88	88,135.23
Deposit	05/29/2024			Deposit	153.60	88,288.83
Total 100.00 · PLGIT S					-11,165.71	88,288.83
10.100 · Escrow						38,159.45
				NO ACTIVITY	0.00	38,159.45
Total 10.100 · Escrow					0.00	38,159.45
95.100 · PLGIT Gen Re						499,758.43
Deposit	04/30/2024			Interest	2,189.47	501,947.90
Deposit	05/13/2024		ACNB General Fund	Deposit	200,000.00	701,947.90
Deposit	05/28/2024		ACNB General Fund	Deposit	50,000.00	751,947.90
Total 95.100 · PLGIT Gen Reserve Fund					252,189.47	751,947.90
30.101 · PLGIT Cap						140,123.64
Deposit	04/30/2024			Interest	622.00	140,745.64
Total 30.101 · PLGIT C					622.00	140,745.64
ACNB ARP FUND						50,594.04
Deposit	04/30/2024			Interest	2.07	50,596.11
Total ARP Fund					2.07	50,596.11
	Date		Name	Memo	PD AMT	
01.105 · PLGIT Credit						
105.01 · BARLOW						
	05/02/2024		Smoked Bar & Grill	Food Purchase-Barlow Training	45.59	
	05/02/2024		Bob Evans Rest #0183	Food -Walter Barlow Training	16.86	
	05/02/2024		Inn At Chocolate Ave,	Training overnight stay-Walter Barlow	258.00	
	05/02/2024		Smoked Bar & Grill	Food Purchase-Barlow Training	49.14	
	05/02/2024		BMO Harris Bank-PLGIT Card	Ending 4/27/2024 - Card Transactio	-369.59	
105.03 · PECK, W						
	05/02/2024		Amazon	Pencils, Mouse Pad, Name Plate Hol	123.44	
	05/02/2024		Staples Inc	Paper (2 cases) Copy Paper (1 case)	83.97	
	05/02/2024		BMO Harris Bank-PLGIT Card	Ending 4/27/2024 - Card Transactio	-207.41	

Mr. Keilholtz moved for acceptance of the May Treasurer's report. Mr. Lowe seconded the motion. All voted yes, and the motion passed.

Expenses/Payroll: *Mr. Lowe moved for retroactive approval of the 05/08/2024 – 06/06/2024 expenses. Mr. Barlow seconded the motion. All voted yes, and the motion passed. Mr. Lowe moved for retroactive approval of the 04/23/2024 – 05/06/2024 payroll. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed. Mr. Barlow moved for retroactive approval of the 05/07/2024 – 05/20/2024 payroll. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.*

Police Department Report – Chief Boehs reported that in the month of May, the Police Department worked 92 hours, drove 391 miles, and used 42 gallons of gas. In Liberty Township, there were 0 traffic citation, 7 warnings, 3 selective enforcements, and 0 arrests. In Freedom Township, the Police Department worked 35 hours, issued 0 traffic citations, 4 warnings, and 2 911 incidents. In Highland Township, the Police Department worked 25 hours, responded to 2 911 incidents, issued 0 traffic citations, 4 warnings, and 3 selective enforcements. Chief Boehs stated that body cam footage over 60 days old has been deleted. The Chief added that PSP data is not currently available. Mr. Barlow asked the Chief what “selective enforcement” entailed. Chief Boehs stated that it is a part of traffic detail.

Zoning Officer’s Report – Mr. Barlow reported permits brought in \$400 in the month of May. Four land use permits were issued. The Board reviewed the current state of the property 25AA0-0050---000 7 RIST TRL and consider dismissing Stormwater Ordinance Violation. **Mr. Barlow made a motion to dismiss the stormwater ordinance violation for 25AA0-0050---000 7 Rist Trail on the condition that if the current pipe fails, the property owners must install a minimum of a 15-inch pipe or whatever the ordinance at the time of failure requires. Mr. Lowe seconded the motion. All voted yes, and the motion passed.**

Roadmaster Report – Mr. Barlow reported that in the month of May the Road Department used 50.6 gallons of gas and 53 gallons of off-road diesel, 25.1 gallons of on-road diesel, and drove 764.7 miles. He added that the Township has advertised for the 13 crossover pipes on Bullfrog Road and marked the road where they need to be replaced. Mr. Barlow stated that the stormwater has been an issue on Bullfrog Road and these pipes will hopefully alleviate the issue for the next 25 years since the pipes are being upgraded from 15-inch pipes to 18-inch pipes. Mr. Barlow explained the full depth reclamation that will be happening on 2400 feet of Bullfrog Road this year and the stages to complete the entire road over the next few years. He added that the tractor is still in the shop due to an accident that occurred. Mr. Barlow added that estimated costs for pipe replacements across different township roads. He received bids from two different contractors, one being \$32,042 and the other being between \$40,000 and \$50,000. Mr. Barlow showed the Board proposals from Stevenson Equipment for the tractor and its fuel leak for approximately \$11,000. **Mr. Barlow made a motion have Stevenson repair the mower/tractor Mr. Keilholtz seconded the motion. All voted yes, and the motion passed. Mr. Barlow made a motion to file an insurance claim for the mower repairs that resulted from a recent roadway accident. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.** Mr. Barlow explained to close Bullfrog Road for repairs the Township does not have the necessary items to do so including signage and a steel plate for traffic to go over. The Board had a discussion about the necessary repairs. **Mr. Lowe made a motion to advertise for bids for replacement of culvert pipes on Bullfrog Road. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.** The Supervisors further discussed the work needed on the Old Waynesboro Road bridge and reconsidered readvertising the bid. **Mr. Keilholtz made a motion to readvertise the Old Waynesboro Bridge repairs. Mr. Barlow seconded the motion. All voted yes, and the motion passed.**

Planning Commission Report: Judie Hogan stated that the Planning Commission met on May 21. She reported that they reviewed the revised Golden Wood land development plan and there were several outstanding issues that needed resolved before the plans could be approved. Chair Hogan added that Dominic Picarelli from KPI had questions regarding the shared driveway. Chair Hogan stated that the Planning Commission also accepted the requests for extensions of time for plan review from Golden Wood Development Plan Dated 01/19/24 - 25D18-0004---000, 2575 TRACT RD; Revised 4/11/2024 for 45 days, US DOD RRM - Raven Rock Mountain Complex Land Development Plan Dated 12/18/23 for 45 days, and acknowledged that an additional request came from the Carmel Of Jesus Mary & Joseph after the meeting. **Mr. Barlow made a motion to grant the 45-day extension to Raven Rock Mountain Complex Land Development Plan. Mr. Lowe seconded the motion. All voted yes, and the motion passed. Mr. Barlow made a motion to grant the 45 day extension for Golden Wood Development Plan D18-0004---000, 2575 TRACT RD; Mr. Lowe seconded the motion. All voted yes, and the motion passed. Mr. Barlow made a motion to grant a 120 day extension to the for review of the Carmel Of Jesus Mary & Joseph 465 Water St 25C15-0085---000 Land Development Plan. Mr. Lowe seconded the motion. All voted yes, and the motion passed.**

Secretary/Treasurer: None.

Old Business:

- Mr. Barlow announced an executive session on May 21 regarding this matter and Dethlefs-Pykosh Law Group, LLC. **Mr. Barlow made a motion to appoint Dethlefs-Pykosh Law Group, LLC to represent Liberty Township and proceed with legal action for the judgment against First Response Emergency Lighting LLC. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.**

Public Comments on New Business Items:

- Planning Chair Judie Hogan commented on some of the construction taking place at the Carmel of Jesus Mary and Joseph. Mr. Barlow replied that he would have the Zoning Officer follow up.

New Business:

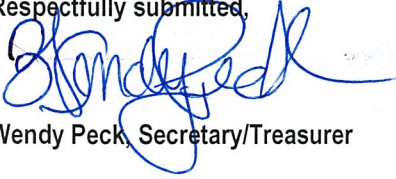
- Mr. Barlow announced that the township had collected pricing from several contractors in the area to reconsider the renewal of the 5-year lease which includes parts, toner and maintenance service. After reviewing the price agreements, it was decided that there would be no

significant cost savings in contracting with another company and switching to a different brand of printer. **Mr. Barlow made a motion to award the copier contract to the current vendor Doceo. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.**

- **Mr. Barlow made a motion to not object to the Tax Claim Bureau sale of 14 Kelly Trail on September 22, 2023 free and clear of all liens. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.**
- **Mr. Keilholtz made a motion to advertise for a full-time Police Officer. Mr. Barlow seconded the motion. All voted yes, and the motion passed.**

With no further business, **at 7:29 PM Mr. Barlow made a motion to adjourn the meeting. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.** The next meeting of the Board of Supervisors is scheduled for Tuesday, July 2, 2024, at 6 PM at the Township Municipal Building.

Respectfully submitted,



Wendy Peck, Secretary/Treasurer