

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

April 2, 2019 Board of Supervisors Meeting Minutes

The Board of Supervisors of Liberty Township, of Adams County, met Tuesday, April 2, 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, Vice Chairman Bob Jackson, Supervisor Walter Barlow, Solicitor John Lisko, Special Counsel Zach Mills, Roadmaster Brian Arentz, and Secretary/Treasurer Wendy Peck.

Mr. Bostek called the meeting to order at 7:31 PM.

Public Comment:

Bobby Keilholtz 24 Steelman Marker Rd referred to a recent newspaper article and asked Mr. Jackson why he offered to pay an invoice from Carroll Valley Borough without authorization from the entire Board. Mr. Jackson replied that he did not and would not make that statement. He went on to explain a conversation he had with Chief Hileman and how something may have been taken out of context. Mr. Keilholtz also commented that the roads are deplorable, and patching was not going to fix it.

Supervisor Comments:

Mr. Bostek announced that a representative from the recently contracted codification company will be attending the April 16 Workshop meeting to answer questions from the Board about the codification process. He reported that the background checks on the proposed Police Chief Sherri Hansen are not yet complete.

Mr. Jackson stated that there would be a COG meeting on April 27 at the 911 Center to talk about cyberschools, prevailing wage, right to know and local radar laws. He announced that E-Cycle is scheduled for April 13 from 8 AM – Noon at Hamiltonban Township. He went on to state that MASA would be sending volunteers on behalf of Liberty Township to aid with the program.

Mr. Barlow had no comments.

Mr. Bostek announced that an Executive Session was held on March 25 at 10 AM with Police Chief applicant Sherri Hansen and all three Supervisors; an Executive Session was also held on March 25 at approximately 10:30 AM with Special Counsel Zach Mills by telephone and all three Supervisors to discuss a letter received from the district attorney regarding the status of the criminal case against former Secretary/Treasurer Shaffer. A third Executive Session was held on March 27 at 7:30 PM with Bob Gano and the three Supervisors to discuss the background check of Sherri Hansen.

Minutes: Mr. Barlow moved to accept the minutes of the March 5 Regular Meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed. Mr. Barlow moved to accept the minutes of the March 19 Workshop Meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed.

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

3/31/2019	ACNB Gen Oper & Payroll Fund	ACNB Cap Reserve Fund	PLGIT Gen Reserve Fund	ACNB Fire Tax Fund	PLGIT Highway Aid Fund	ACNB Escrow Fund
Beginning Balance	73,478.58	96,591.41	151,102.73	0.97	73,326.15	6,689.17
Interest	3.20	16.29	288.02	0.00	291.30	0.00
Checks & Payments	-18,496.72	-850.00	0.00	0.00	-360.09	-2,146.00
Deposits & Credits	31,063.67	0.00	0.00	5,004.89	81,390.67	470.50
Ending Balance	86,048.73	95,757.70	151,390.75	5,005.86	154,648.03	5,013.67

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

Expenses: Mr. Barlow moved for acceptance of the 03/20-04/02/19 expenses. Mr. Jackson seconded the motion. All voted yes and the motion passed. Mr. Barlow made a motion for approval of the 03/17-03/30/19 payroll. Mr. Jackson seconded the motion. All voted yes and the motion passed.

Roadmaster Report: Brian Arentz reported on the month's activities in the Road Department which included driving 770 miles, using 88 gallons of on-road fuel, and 34 gallons of off-road fuel. He further stated that he performed truck maintenance, road patching and cutting brush with the aid of Carroll Valley who offered to exchange man hours for the work. Mr. Arentz addressed an earlier comment from Mr. Keilholtz and stated that he is aware that Liberty Hall Road, Stoops Road and Irishtown Road are in critical condition. He went on to talk about the ditching work that was postponed from 2018. He stated that David H. Martin Excavating was coming over this week to look at the work and give a bid. Mr. Barlow spoke about the Liquid Fuels Fund. It was noted that \$50,000 was planned for the new truck purchase and \$60,000 had been budgeted for road repair.

Zoning Officer's Report: Mr. Bostek reported that one land use permit was issued in March 2019 with \$90 permit fees collected.

Planning Commission Report: Planning Commission Chair Judie Hogan reported that the Planning Commission met on March 19 and that there were no submissions to be reviewed. The Commission spent its time reviewing the SALDO. She reported that at the request of the Board, the Commission reviewed Zoning Ordinance Section 412 regarding campgrounds. During discussions, it was discovered that a stand-alone Ordinance for Campgrounds may have been adopted in 2009. Secretary Peck was asked to look in to it before the next Planning Commission meeting.

Elected Auditors Report: Auditor Richard Swiat reported that two of the three auditors met at the Township building on March 19 and reviewed the Township records and their next meeting will be in May. Mr. Swiat also reported that he discovered that he was overpaid by \$5 and reported it to the Township Secretary to be corrected.

Old Business:

- **Treasurer Bond Claim Status** – Zach Mills reported that the claim is ongoing and that he and Mr. Lisko will be attending an interview later this month. Mr. Mills also reported that the township received a letter from the District Attorney stating that he would not be prosecuting former Secretary/Treasurer Shaffer. Gettysburg Times Reporter Mary Grace Keller asked if the letter would be made public. Mr. Lisko suggested filing a right-to-know request.
- **Carroll Valley Borough Intermunicipal Cooperative Police Agreement** - Mr. Bostek stated that he would like to table any ruling on the Carroll Valley Borough Intermunicipal Cooperative Police Agreement until the new Chief of Police has time to review it and comment. Mr. Bostek moved to table a decision on the Carroll Valley Borough Intermunicipal Cooperative Police Agreement until the new Chief of Police reviewed and commented. Mr. Jackson seconded the motion. All voted yes, and the motion passed.
- **Carroll Valley Borough Invoice for Police Services** - Mr. Bostek stated that the township received an invoice in the amount of \$4,559.11 for police services from Carroll Valley Borough for service performed from November 26, 2018 through March 4, 2019. It was noted that the current police agreement does not offer an option for billing for services. Mr. Bostek stated that Liberty Township OIC Corporal Hansen reviewed the details of the call list and invoice. There was discussion of how the calls were handled, the validity of the calls, and the actual length of calls. It was noted that since the departure of the full-time Chief, the Part-Time officers increased their hours. Mr. Barlow made a motion to reject the Carroll Valley Borough Police Services Invoice. Mr. Bostek seconded the motion. Mr. Bostek voted yes. Mr. Barlow voted yes. Mr. Jackson voted no. The motion passed.
- **Chief of Police Compensation** - It was stated that this topic would be covered in Executive Session after New Business and a motion was expected after the Executive Session.

New Business

- **ACATO Survey on Proposed Legislation** – Mr. Jackson presented the ACATO Survey asking the Township to give its opinion on proposed new legislation. When asked “Do you support or oppose having three or more UCC inspectors available for your residents?” the Board agreed that they do support having more than one only if it is optional. When asked “Do you support or oppose having the State collect Earned Income Tax?” the Board agreed that it opposes. Ms. Peck commented that she would provide the survey answers to ACATO.
- **Open Records Law Amendment Resolution** – Mr. Jackson presented ACCOG Resolution proposing amendments to the Open Records Law. Mr. Bostek made a motion to support the resolution. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

- **Employee Paid Time Off** – Mr. Bostek presented information amending the current policy on sick time and vacation and proposing it be combined and labeled as paid time off. Mr. Barlow commented that the proposed changes do not address unscheduled leave and questioned allowing PTO to be used during the probationary period which is different than the current one year wait time. He stated that more time is needed to review the proposed changes. Mr. Jackson agree that more discussion was needed. Mr. Jackson made a motion to table the policy amendment until the April 16 workshop meeting. Mr. Barlow seconded the motion. Mr. Barlow voted yes. Mr. Jackson voted yes. Mr. Bostek voted no. The motion passed.

Mr. Swiat asked Mr. Lisko if the Elected auditors set the compensation for all Township Employees. Mr. Lisko responded that the Elected Auditors only set compensation rates for working Supervisors.

At 8:27 PM the Board of Supervisors, Solicitor Lisko and Special Counsel Mills went in to an Executive Session.

At 9:07 PM the meeting resumed.

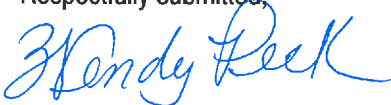
Mr. Bostek stated that during the Executive Session the Board discussed the consequences of paying the Chief of Police hourly versus salary. Mr. Bostek moved to pay the Chief of Police position an hourly wage. Mr. Barlow seconded the motion. All voted yes and the motion passed. There was some discussion on who would draft the letter to Sherri Hansen notifying her of the motion. The Board agreed to have Mr. Jackson draft the letter.

Mr. Bostek reported that the Board also discussed the criminal case against Shaffer with Mr. Mills. Mr. Bostek made a motion to authorize Special Counsel Zach Mills to speak with the District Attorney about referring the case to the Attorney General. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

Mr. Barlow made a motion to have the Secretary draft a letter to the Carroll Valley Borough informing them of the Board's decision regarding the invoice. Mr. Bostek seconded the motion. All voted yes and the motion passed.

At 9:10 PM, Mr. Barlow made a motion to adjourn the meeting. Mr. Bostek seconded the motion. All voted yes and the motion passed. The next public meeting is scheduled for Tuesday, April 16, at 11 AM at the Township Municipal Building.

Respectfully submitted,



By Wendy Peck, Secretary/Treasurer