

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

February 5, 2019 Board of Supervisors Meeting Minutes

The Board of Supervisors of Liberty Township, of Adams County, met Tuesday, February 5, 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, Roadmaster Brian Arentz, and Secretary Wendy Peck.

Mr. Bostek called the meeting to order at 7:30 PM.

Public Comments

- **Leroy Cool 390 Gladhill Rd** asked if the land use permit fees would be discussed. Mr. Bostek stated that the topic would be addressed during the discussion of Fee Schedule under New Business.
- **Bobby Keilholtz 24 Steelman Marker Rd** stated that a guide rail on Boyle Road needed repairs. He also stated that culverts were settling, and a thorough inspection of Township culverts is needed. He also asked what the status was with the former Secretary/Treasurer questionable credit card charges. Mr. Bostek stated that the bridge on Boyle Road is maintained by Adams County and that they have been notified of the damage. Mr. Lisko stated that there is no comment on the Secretary/Treasurer Bond Claim status except that it is still ongoing.
- **Cindy Arentz 1734 Tract Rd** inquired about the status of the former Secretary/Treasurer credit card charges. She went on to state that it has been 2 ½ years and asked if anyone had been interviewed by the police.
- **Richard Swiat 385 Wenschhof Rd** stated that he visited a new resident who is renovating a house on Tract Road.
- **Donna Powers 608 Pecher Rd** asked if the Tax Collector moved to a new home. The board responded that she plans to sell her home but is currently at the same location.

Carroll Valley Borough Presentation on Police Services Proposal: Borough Manager Dave Hazlett thanked the Board for the invitation to the meeting. He expressed an interest for the two municipalities to work together as neighbors in many areas. Mr. Hazlett introduced Carroll Valley representatives Chief Hileman, Councilmembers David Lillard; Richard Mathews, Robert Verderaime; and Mayor Ron Harris. Mr. Hazlett led the presentation with other Carroll Valley representatives commenting when appropriate. All expressed support for the proposal and indicated that the entire Council is currently in favor of the proposal even though initially some were not. Carroll Valley addressed questions from the Supervisors and the Public. There was discussion about the newly purchased Liberty Township Police car. Carroll Valley stated that they would help facilitate a sale of the vehicle but would not be interested in acquiring it. There were discussions about meeting attendance, enforcement of Liberty Township Ordinances, and scheduling of police coverage. Budget numbers and contract terms were also discussed. The presentation ended at 8:39 PM.

Supervisor Comments:

Mr. Jackson commented that he has been looking in to health insurance for Liberty Township employees and that the ACCOG members that he spoke to all have health insurance for municipal employees.

Mr. Barlow had no comments.

Mr. Bostek had no comments.

Minutes: Mr. Barlow moved to accept the minutes of the January 7 Organization Meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed. Mr. Barlow moved to accept the minutes of the January 7 Regular Meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed. Mr. Barlow moved to accept the minutes of the January 22 Workshop Meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed.

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

1/31/2019	ACNB General Oper & Payroll Fund	ACNB Capital Reserve Fund	PLGIT General Reserve Fund	Fire Tax Fund	Highway Aid Fund	Escrow Fund
Beginning Balance	127,823.82	96,603.41	100,590.86	0.97	78,020.62	4,568.67
Jan Interest	5.42	16.37	252.91	0.00	146.55	0.00
Checks & Payments	-72,025.03	0.00	0.00	0.00	-1,995.45	-488.50
Deposits & Credits	11,497.85	0.00	50,000.00	0.00	38.97	2,950.00
Ending Balance	67,302.06	96,619.78	150,843.77	0.97	76,210.69	7,030.17

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

Expenses: Mr. Bostek asked Mr. Jackson to give additional information for his reimbursement request for the purchase of two copies of a Liberty Township map. Mr. Jackson stated that he was unable to locate any current maps in the possession of the Township that listed road names, so he procured them from Adams County. He presented the map that he purchased to the Board and the public. Mr. Barlow moved for acceptance of the 01/23-02/05/19 expenses. Mr. Jackson seconded the motion. All voted yes and the motion passed. Mr. Barlow made a motion for approval of the 01/20-02/02/19 payroll. Mr. Jackson seconded the motion. All voted yes and the motion passed.

Roadmaster Report: Mr. Arentz reported on the month's activities in the Road Department which included driving 909 miles, using 141 gallons of on-road fuel, and 33 gallons of off-road fuel. He announced that he had meetings with U.S. Municipal and Gene Lata Ford to discuss the purchase of a new dump truck. He also met with PennDOT to discuss outstanding issues with Orchard Road. He went on to state that Chief from Alexander's Plumbing came out to look at the propane heaters and stated he was unable to fix them. Another company is coming on Thursday to look at the heaters. They were installed in 2000. **Bobby Keilholtz** addressed the Roadmaster and stated that a mulberry tree is growing over the road near Geoff Grant's house (378 Topper Rd). Mr. Arentz replied that he would check on it.

Zoning Officer's Report: Mr. Bostek reported that two land use permits were issued in January 2018 with \$725 permit fees collected.

Planning Commission Report: Planning Commission Member Geoff Grant reported that the Planning Commission met on January 15. Mr. Bostek announced that the Township was recognizing Former Planning Commission Chair Nancy Wenschhof for over forty-three years of service and presented her with a certificate of appreciation. Nancy started with the Township as Zoning Officer in 1975 and continues to serve as an Alternate on the Planning Commission.

Elected Auditors Report: Richard Swiat reported that the Elected Auditors held their annual meeting on Tuesday, January 8 at 7:30 PM. The auditors also met on January 30 for a quarterly review of the Township financial records. Mr. Swiat stated that more time is needed to review the financial records and that in 2019 the auditors will meet every two months instead of quarterly.

Old Business

- **The Treasurer Bond Claim Status:** There was no update on the bond claim status. The claim is ongoing.
- **Septic Compliance Issue:** Mr. Bostek stated that this would be covered in Executive Session at the end of the meeting.

New Business

- Ken Scott from Beyond All Boundaries presented the **Middle Creek Bible (25D16-0007---000)/Braun (25D16-0037---000) November 13, 2018, Updated December 18, 2018 Subdivision and Lot Addition Plans** and accompanying modification requests.
- Mr. Barlow made a motion to approve the Modification Request for the Requirement for Lot Dimensions for all of Lot 1 for Middle Creek Bible (25D16-0007---000)/Braun (25D16-0037---000) November 13, 2018, Updated December 18, 2018 Subdivision and Lot Addition Plans. Mr. Jackson seconded the motion. All voted yes and the motion passed.

- Mr. Jackson made a motion to approve the Modification Request for the Requirement for Plan Scale for Middle Creek Bible (25D16-0007---000)/Braun (25D16-0037---000) November 13, 2018, Updated December 18, 2018 Subdivision and Lot Addition Plans. Mr. Barlow seconded the motion. All voted yes and the motion passed.
- Mr. Barlow made a motion to approve the Modification Request to waive the Requirement for Wetlands Delineation and Report for Middle Creek Bible (25D16-0007---000)/Braun (25D16-0037---000) November 13, 2018, Updated December 18, 2018 Subdivision and Lot Addition Plans. Mr. Jackson seconded the motion. All voted yes and the motion passed.
- Mr. Bostek made motion to conditionally approve the Middle Creek Bible (25D16-0007---000)/Braun (25D16-0037---000) November 13, 2018, Updated December 18, 2018 Subdivision and Lot Addition Plans subject to payment of all related Solicitor and Engineer fees. Mr. Jackson seconded the motion. All voted yes and the motion passed.
- **Hazard Mitigation Plan:** Mr. Jackson reported that he would check with FREMA to see if they would be handling Liberty Township's participation in the Hazard Mitigation Plan and would report at the Workshop Meeting on February 19.
- **Road Department Job Applicants:** Mr. Bostek reported that he spoke to Allen Beckett from Freedom Township about a proposal for Freedom to assist with clearing the Liberty Township Roads and would like to postpone considering hiring for the Road Department until he receives a proposal. There was some discussion on how the current staffing at Freedom would be able to support Liberty Township. Mr. Bostek made a motion to table the decision for consideration of the Road Department applicants. Mr. Jackson seconded the motion. All voted yes and the motion passed.
- **Codification Services:** Mr. Bostek stated that three proposals were previously received for codification services. Mr. Mills submitted a proposal for codification services earlier that day. Mr. Jackson stated that he needed more time to review the proposals and made a motion to table the bid award until the February 19 Workshop Meeting. Mr. Barlow seconded the motion. All voted yes and the motion passed.
- **Copier Lease:** The Board reviewed the two proposals for multifunction copier/printer/scanner leasing. The current leasing company Konica Minolta quoted a price of \$149.75 per month. Doceo would provide the same services on a comparable machine for \$78 per month. Mr. Barlow made a motion to accept the proposal from Doceo. Mr. Bostek seconded the motion. All voted yes and the motion passed.
- **Fee Schedule:** Mr. Bostek spoke of the need to revise the fee schedule. Mr. Barlow volunteered to take lead on the project. Mr. Bostek made a motion to appoint Mr. Barlow to prepare a draft revised fee schedule for the Board to consider. Mr. Jackson seconded the motion. All voted yes and the motion passed.

At 9:30 PM, Mr. Bostek made a motion to postpone the Executive Session until the February 19 Workshop Meeting and to adjourn the meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed. The next public meeting is scheduled for Tuesday, February 19, at 11 AM at the Township Municipal Building.

Respectfully submitted,



By Wendy Peck, Secretary/Treasurer