

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

**January 22, 2019
Workshop Meeting Minutes**

The Board of Supervisors of Liberty Township, Adams County, met Tuesday, January 22, 2019 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, Supervisor Walter Barlow, Solicitor John Lisko; Officer Brian Weikert, Roadmaster Brian Arentz, and Secretary/Treasurer Wendy Peck.

Mr. Bostek called the meeting to order at 11:04 AM.

Public Comments: None.

Supervisor Comments

- **Mr. Barlow** had no comments.
- **Mr. Jackson** had no comments.
- **Mr. Bostek** reported that an Executive Session was held on January 2, 2019 with Special Counsel Mills to discuss the Bond Claim. He also reported that the Supervisors met with the four candidates for police chief in interviews on January 8 and January 9. Mr. Bostek stated that the Supervisors met with the Roadmaster and U.S. Municipal on January 15 to receive information concerning the purchase of a new truck for the Road Department and the Supervisors met with PennDOT representatives and the Roadmaster on January 16 to receive information plans for work on Orchard Road at the intersection of PA Route 16.

Expenses: Mr. Barlow made a motion to pay the 01/8-01/22/2019 invoices. Mr. Jackson seconded the motion. All voted yes, and the motion passed. Mr. Barlow made a motion to retroactively approve the payroll for 01/06-01/19/2019. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

TOWNSHIP STAFF REPORTS

Road Department: Roadmaster Arentz stated that he obtained price quotes from National Energy, Gene's Propane and has chosen Mason's Propane as the propane supplier. He also reported that the propane heater is working intermittently and needs serviced. There was talk of asking the propane supplier for repair service. Mr. Barlow suggested checking with Alexander's because they installed the heater. Mr. Arentz stated that at the meeting on January 16 PennDOT agreed to work as a team with the township to make the necessary repairs to Orchard Road. Mr. Bostek stated that when work on the intersection was taking place, PennDOT initially widened the intersection to aid drainage but trucks were taking wider turns and causing ruts to form. The work will be to add delineators and saw cut the black top.

Secretary/Treasurer: The Secretary/Treasurer reported on recent IT issues the township had been facing. In recent years the IT contract was cut from unlimited service to one hour per month. She reported that with the number of incidents that the Township has been facing it is not cost effective to pay an hourly rate and recommended going back to full service. She stated that a computer monitor in the police department needs replacing and is currently using the zoning computer monitor. Ms. Peck stated that she intended to eliminate one computer from service and combine Zoning and the Road department on a shared computer to offset the cost increase by the Treysta Contract service change. It would also eliminate the need to purchase a new monitor for the Police Department. Mr. Jackson made a motion to instruct the Secretary/Treasurer to make the necessary changes to the Treysta contract to upgrade to full service keeping within the annual budgeted amount for the IT department. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

Police Department: Officer Weikert attended the meeting. It was reported that Corporal Hansen was asked to check the weapons inventory of the Liberty Township Police Department. It was confirmed that the township owns two Glock pistols which are in the evidence safe. There was some discussion of other inventory items such as a shotgun and tasers.

OLD BUSINESS:

- Treasurer Bond Claim Status – Mr. Mills did not have an update from his recent communications with the bonding companies.

- Next steps for applications for Chief of Police and proposals for Police Coverage – Mr. Jackson spoke of his attendance at the Carroll Valley Borough special meeting to discuss providing police coverage to Liberty Township. Mr. Jackson made a motion to invite Carroll Valley Borough to attend the February 5 Board of Supervisors meeting to discuss the recent police services proposal. Mr. Barlow seconded the motion. All voted yes, and the motion passed. There was some discussion about Carroll Valley's reluctance to use the Liberty Township Police vehicles. Mr. Jackson stated that each applicant for Chief of Police was informed during their recent interview that they would be contacted by the Township sometime after the February 5 meeting. There was some discussion on the cost of background checks and the intent to run a check only on the final candidate.

NEW BUSINESS:

- Comcast Committee – Mr. Jackson stated that the area municipalities have formed a Comcast committee to discuss negotiations with Comcast for the upcoming renewals for the Franchise agreements. He spoke about the request from Adams County Community Television and their request for a portion of the Franchise fees for funding the television station. Mr. Bostek made a motion to have Mr. Jackson represent Liberty Township on the Comcast Committee. Mr. Barlow seconded the motion. All voted yes, and approval was unanimous. There was talk about the township's receiving free internet as well as cable as part of the franchise agreement.
- The Supervisors reviewed a proposal from COSTARS vendor Gene Latta Ford and US Municipal for a new 2019 Ford F550 dump truck for the Road Department. There was some discussion on color. Blue was chosen. Mr. Arentz stated that Ford indicated if the order was placed immediately, the truck could be available as early as June 2019. Mr. Bostek mentioned putting the current dump truck up for a sealed bid.
- Mr. Jackson made a motion to Approve Proposed Police Department Part-Time schedule for February 2019. Mr. Barlow seconded the motion. All voted yes, and the motion passed.
- Mr. Barlow moved to consider a motion to accept the 25000-0047--000 Land Development Plan for review. Mr. Bostek seconded the motion. All voted yes, and the motion passed.
- Mr. Bostek made a motion to accept the 25000-0047--000 Modification Request for Requirements to Submit a Preliminary Plan. Mr. Jackson seconded the motion. All voted yes, and the motion passed.
- Mr. Bostek made a motion to table action on the 25000-0047--000 Waiver for Requirement for Approval for the Erosion and Sedimentation Control Plan by the Adams County Conservation District or the PA DEP until after the plan comments are received from Adams County. Mr. Barlow seconded the motion. All voted yes, and the motion passed.
- Mr. Barlow moved to send for County and Township Planning Commission review Proposed Zoning Ordinance Amendment Section 112 of Article I and pending positive outcome of county to advertise, set zoning hearing date for Tuesday, March 5, 2019 at 8 PM for Proposed Zoning Ordinance Amendment Section 112 of Article I. Mr. Bostek seconded the motion. All voted yes, and the motion passed.
- Mr. Bostek made a motion to take no action regarding the Washington Township, Franklin County Proposed Zoning Map & Comp Plan Amendments. Mr. Jackson seconded the motion. All voted yes, and the motion passed.
- Mr. Bostek added an item to the agenda. He spoke about issues with staffing in the Road Department and coverage for snow plowing. It was noted that if Mr. Barlow is not available to work during a snowstorm, Mr. Arentz will need additional assistance. Mr. Arentz worked 15 hours without assistance during a recent snowfall. Mr. Bostek made a motion to accept applications for a part-time temporary snowplow/equipment driver that could be called if Mr. Barlow was unavailable. Mr. Bostek made a point to note that this person would only be called to work if Mr. Barlow was not available. Mr. Jackson seconded the motion. Mr. Bostek voted yes. Mr. Jackson voted yes. Mr. Barlow abstained from voting. The motion passed.

Adjourn: With no further business, Mr. Bostek motioned to adjourn the meeting. Mr. Jackson seconded the motion. All voted yes, and the meeting was adjourned at 12:18 PM. The next Board of Supervisors meeting will be held on Tuesday, February 5, 2019, at 7:30 PM at the Township Municipal Building.

Respectfully Submitted,



By Wendy Peck, Secretary/Treasurer