

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

**May 1, 2018 Meeting Minutes**

The Board of Supervisors of Liberty Township, of Adams County, met Tuesday, May 1, 2018 at 7:30 PM at the Liberty Township Municipal building.

**Present:** Chairman John Bostek, Vice Chairman Bob Jackson, Supervisor Walter Barlow, Solicitor John Lisko, Roadmaster Brian Arentz, and Secretary Wendy Peck.

**Not Present:** Chief Brand Briggs.

At 7:30 Mr. Bostek called the regular meeting to order and opened the meeting to public comment.

**Public Comments:**

**Cindy Arentz 1734 Tract Road** referred to a comment from a previous meeting where Luther Ridge asked if any action was being taken on the 2014 health insurance payment issue. Mr. Bostek replied that he had no comment. Mrs. Arentz asked for a status on the Treasurer's bond claim. Mr. Bostek replied that he had no comment. Mr. Lisko reported that the Treasurer's Bond claim issue was still under investigation and expected an update from Mr. Mills by the next meeting. He asked that the township be patient and noted that Mr. Mills is aware of the statute of limitations for filing the bond claim and a civil suit. He stated that the statute of limitations is four years for the bond and two years for the civil suit. Mrs. Arentz asked the Solicitor if the Board of Supervisors would be liable if the claims were not filed on time. Mr. Lisko stated that he was not answering that question.

**Donna Powers 608 Pecher Road** asked when the Township would be addressing the pot holes throughout the Township and specifically an area on Topper Road. The roadmaster replied that he has been working on potholes and that Topper Road needs base repair. It was noted that base repair would be discussed at the next Workshop meeting.

**Supervisor Comments:**

**Mr. Jackson** had no comments.

**Mr. Barlow** commented that there is still a concern from emergency services with identifying homes. He spoke of the current ordinance requiring the green address signs and enforcement. There was a discussion that the cost of a sign is approximately \$15 and can be purchased through the fire department or at Walmart. He mentioned the possibility of the township organizing a purchase program for the residence.

**Mr. Bostek** announced that the May 15 workshop had been moved to Wednesday, May 16 because of the Municipal Primary Election. He went on to thank the Elected Auditors for continuing to volunteer their time to help sort the township files.

**Minutes:** Mr. Jackson made a motion to accept the minutes of the April 3 Regular Meeting. Mr. Barlow seconded the motion. All voted yes, and the motion passed. Mr. Barlow moved to accept the minutes of the April 17 Workshop Meeting. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

**Treasurer's Report:** Ms. Peck presented the Treasurer's Report for April 2018. She noted that the report did not include an interest earned for March which was estimated at \$15.

April 2018	General - Oper & Payroll Fund	Capital Reserve Fund	PLGIT General Fund	Fire Tax Fund	Highway Aid Fund	Escrow Fund
<b>Beginning Balance</b>	<b>189,710.25</b>	<b>128,136.59</b>	<b>127.34</b>	<b>6,261.31</b>	<b>11,115.37</b>	<b>1,788.18</b>
Checks & Payments	-49,966.29	0.00	0.00	0	-172.46	0.00
Deposits & Credits	103,687.53	0.00	0.00	25,162.25	79,528.86	0.00
<b>Cleared Balance</b>	<b>243,431.49</b>	<b>128,136.59</b>	<b>127.34</b>	<b>31,423.56</b>	<b>90,471.77</b>	<b>1,788.18</b>
Uncleared Transactions	-633.45	0.00	0.00	0.00	0.00	0.00
<b>Available Balance</b>	<b>242,798.04</b>	<b>128,136.59</b>	<b>127.34</b>	<b>31,423.56</b>	<b>90,471.77</b>	<b>1,788.18</b>

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

**Expenses:** Mr. Jackson made a motion to pay the 4/18– 5/1 invoices. Mr. Barlow seconded the motion. All voted yes, and the motion passed. Mr. Barlow made a motion to process the 4/15-4/28 payroll. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

**Police Officer's Report** – Chief Briggs was not present, and no report was given.

**Zoning Officer's Report** – Mr. Bostek reported that one land use permit was issued in April totaling \$325 in fees.

**Roadmaster Report** – Mr. Arentz reported on the month's activities in the Road Department which included driving 873 miles, using 33 gallons of fuel for the backhoe and 86 gallons fuel for the truck. Work included clearing several trees that came down, rip-rap on Old Waynesboro Road, opening pipes, cold patching, and truck inspection. He announced that New Enterprise would be closing the location at Fairfield Quarry which was the location he was using to obtain cold patch mix. He asked the Supervisors for permission to pick up and store three tons of cold patch mix onsite at the Township until another location for obtaining the material is designated. He stated that he was sure he could store the cold patch mix for several months by storing it on the concrete floor of the salt shed and mixing it periodically. Mr. Barlow made a motion to allow the Roadmaster to purchase and store three tons of cold patch material and keep it onsite at the Township. Mr. Jackson seconded the motion. All voted yes, and the motion passed. Mr. Arentz reported that a new utility pole was installed on Stultz Road. Mr. Barlow announced that recertification for CPR was due in July for Mr. Arentz and himself. He stated that arrangements could be made for the training at the Township building and it would cost \$25 per person. He went on to talk about the benefit of having Township personnel certified in CPR. It was noted that there is a budget for training for the Supervisors, the Roadmaster, the Police Department and the Secretary/Treasurer. Mr. Barlow made a motion to authorize the training to recertify Brian Arentz, himself and any other Township employee or Supervisor that wished to participate. Mr. Jackson seconded the motion. All voted yes, and the motion passed. Mr. Barlow spoke of the water run-off problem at 76 Brent Road and asked that action be taken to resolve it with the property owner. Mr. Barlow also reported that he went on a site visit with the Zoning Officer to a property on McGlaughlin Road where a ditch was recently created and expressed some concerns about it. Mr. Barlow made a motion to have the Zoning Officer send a certified letter to the property owner at 76 Brent Road advising that the water run-off matter be addressed. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

**Planning Commission Report:** Planning Commission Chair Nancy Wenschhof reported that the Planning Commission met on April 17. She stated that in addition to reviewing the SALDO, Mark Brown attended and asked permission to live in his current house while a new home was being constructed on the property. It was noted that a subdivision was approved in 2011 to build a new house on the property, parcel number 25B18-0019A - - 000, at 740 M Harbaugh Valley Road and he was denied a variance by the Zoning Hearing Board to have two homes on the property. He was requesting to continue to live in the existing house on Lot 2 until the new house is built on Lot 1, and then remove the existing house a couple of days later. The Planning Commission voted to recommend

Board of Supervisors approval if he developed a written plan and timeline for starting construction this year, finishing construction on the new building within 6 months of building permit issue, and putting a condition in the building permit and use and occupancy permit of removing the old building within 30 days after getting the use and occupancy permit. The subdivision will conform to township zoning ordinances once the old house is removed. Mr. Jackson made a motion to accept the Planning Commission's recommendation to allow Mr. Brown to live in the existing house for six months while the new home is being built and allow 30 days after completion of the new home for the original home to be removed. Mr. Barlow seconded the motion. All voted yes, and the motion passed. Mrs. Wenschhof noted that the next Planning Commission meeting is scheduled for May 22.

**Citizens Advisory Committee:** Mr. Bostek announced that there were four openings on the committee. It was noted that with only one member remaining on the committee, all future meetings would be cancelled until additional members are appointed and a quorum can be met.

**Elected Auditors:** Sue Hek reported that the Elected Auditors met on April 11 to audit the Township's finances for the first quarter of 2018. She mentioned that they reviewed the idea of all township mail going to post office box and the auditors issued a letter to the BOS recommending against it. The next quarterly review meeting will be on July 11. Mrs. Hek noted that while the auditors are paid for the quarterly meetings, they continue to volunteer their time to assist with filing township records. Mr. Jackson thanked the auditors for continuing to volunteer their time.

**Old Business:**

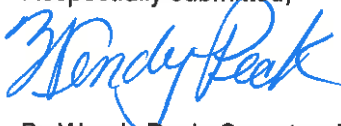
**The Treasurer Bond Claim Status** – Mr. Barlow commented that the Board approved a motion at the last workshop to allow Mr. Mills to move forward with presenting the information to the District Attorney, but no motion was made regarding the bond claims or a civil suit. Mr. Barlow made a motion to give Mr. Mills the ability once ready to file the bond claims and civil action against Ms. Shaffer. Mr. Bostek stated that he was not ready to make that motion. The motion died for lack of a second. There was much discussion on the topic. It was suggested that Mr. Mills be present for an Executive Session on the matter prior to the May 16 Workshop meeting and that the item be added to the May 16 Workshop agenda.

**New Business:** The meeting adjourned before the agenda item of New Business.

**Adjourn**

At 8:10 PM Mr. Bostek made a motion to adjourn the meeting. Mr. Jackson seconded the motion. Mr. Barlow opposed. Mr. Bostek and Mr. Jackson voted yes to adjourn the meeting, and the motion passed. The next regularly scheduled meeting will be held on Tuesday, June 5, at 7:30 PM at the Township Municipal Building.

Respectfully submitted,



By Wendy Peck, Secretary/Treasurer