

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

**October 19, 2017
1 PM**

The Board of Supervisors of Liberty Township, of Adams County, met at 1 PM on Thursday, October 19, 2017 at the Liberty Township Municipal Building, 39 Topper Road, Fairfield, PA 17320.

Present: Vice Chairman Bob Jackson, Supervisor Walter Barlow, Chief Brand Briggs, and Secretary/Treasurer Wendy Peck.

Not Present: Chairman John Bostek and Roadmaster Brian Arentz.

Public Comments: Mr. Jackson called the meeting to order at 1 PM and opened the meeting to public comment. Cindy Arentz had previously asked to be placed on the agenda and was given the floor.

Steiger Property Issue - Cindy Arentz 1734 Tract Road – Ms. Arentz gave a detailed history and description issues that surrounded a 2016 Stormwater Management Plan for 631 Tract Road (Parcel# 25C16-0058---000). Her comments included a question of why it was necessary, the financial burden and the problems Sister Steiger encountered because of the process. Ms. Arentz addressed the Board of Supervisors and asked for a resolution to the issue. She also discussed the Stormwater Management Disconnect worksheet and application and stated that it lacked proper instructions for applicants. Ms. Arentz requested better instructions. The Board of Supervisors agreed that comprehensive instructions should be provided and would look in to creating one.

Sister Thelma Steiger 631 Tract Road – Sister Steiger spoke about her personal experience and the difficulties she encountered with the process and Township Zoning officer. Mr. Jackson asked if the complaint could be put in writing. She stated that a formal written complaint would be filed.

Clifton Kipe 607 Harbaugh Valley Road - Mr. Kipe spoke about an issue he was having with the Township Zoning Officer regarding a neighbor's fence permit. He also commented about unprofessional behavior from township representatives. Mr. Jackson requested Mr. Kipe to submit a written complaint per the Township's current process. Mr. Kipe provided a picture of the fence.

Sherri Kipe 611 Harbaugh Valley Road – Ms. Kipe gave comments regarding her experience with unprofessional behavior from township representatives and stated that she would be filing a formal complaint against the Township Zoning Officer.

Supervisor Comments:

Mr. Jackson gave an update on the status of the multi-municipal request for proposal for garbage service. He reported that Advanced, EISI and Parks submitted proposals. He stated that there would be another meeting. Mr. Jackson reported that the Township was proposing to form a citizen advisory committee to review and make recommendations for the Township fees. He stated that it was healthy to have public involvement.

Secretary/Treasurer: The Secretary stated that Mr. Barlow informed her that he had to leave promptly at 2 PM and asked if she could move the open and record the submissions for the Request for Proposal for Pension Plan Administration Services at this point in the meeting. Permission was granted.

New Business

Pension Plan Administration Services RFP– The proposals were opened, and it was noted that proposals were received from Retirement Plan Services, PSATS, RJ Hall and Uninvest. The proposal from Retirement Plan Services was incomplete and did not include a proposal for the uniform pension plan. Copies of the proposal were submitted to the Supervisors for review. The award is planned for the December BOS meeting.

Old Business

Propane Tanks – Mr. Jackson gave an update to his progress on the purchase of a propane tank. There was some discussion about how long the process was taking. Mr. Barlow agreed to take over the process of purchasing the propane tank.

Mr. Barlow had no comments.

Road Department: The Roadmaster was attending a training class and was not present.

Police Department: Chief Briggs reported that he was working with Costars Vendors and speaking with other agencies researching preliminary pricing for a new police department vehicle. The Chief reminded everyone that there would be a Drug Take Back Event on October 28 at the Carroll Valley Municipal Building.

Old Business:

Draft Ordinance – Maintenance of Trees Along Public Roads – The draft proposal was received from the Solicitor that morning. It was agreed to table this item and place it on the November BOS agenda.

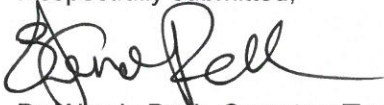
Mr. Barlow had to leave at 2 PM and made a motion to adjourn the meeting at 2:10 PM. Mr. Jackson seconded the motion and the motion carried.

New Business:

a) Septic Inspection Excusal requests – This item was briefly discussed by Mr. Jackson. Many of the requests were from residents who have septic systems with minimal use or on properties that are currently unoccupied. The item was tabled.

The meeting adjourned at 2:10 PM.

Respectfully submitted,



By Wendy Peck, Secretary/Treasurer