

**Halifax Township  
Board of Supervisors Meeting  
February 14, 2011**

**CALL TO ORDER:** Chairman Bechtel called the meeting to order at approximately 7:00 p.m. followed with the Pledge of Allegiance.

**ROLL CALL:** Supervisors Bechtel, Shultz, Ruff, Eppley, and Hoover are present. Engineer Tom Wilson, Solicitor Bruce Warshawsky and Secretary Carolyn Nye are present. Roadmaster Dale Shoop is absent.

**RECORDING OF MEETING:** The meeting is being recorded by the secretary. Norma Shearer is also recording the meeting.

**PUBLIC COMMENT:** Flo Mallonee - no comments. Norma Shearer asked if the Township received notification from Carolyn Nye's attorney verifying withdraw of her complaint with the PA Human Relations Commission. Solicitor responded by stating Carolyn did not have counsel but she sent a withdraw letter to Human Relations Commission. Bonnie Freeman reported on the 8th Annual Ft. Halifax Festival for May 7th. Brad Bruner wished Florence McGuire happy birthday and commended her for her dedication and interest in township issues.

**SECRETARY REPORT:** **January 3, 2011 Reorganization Minutes** - Supervisor Hoover made a motion to approve the minutes as written, seconded by Supervisor Shultz, vote called, motion carried 5-0. **January 10, 2011 Minutes** - Supervisor Shultz made a motion to approve the minutes as written, seconded by Supervisor Hoover, vote called, motion carried 5-0. **January 21, 2011 Special Meeting** - Chairman Bechtel asked for corrections on the second page, 5th paragraph, change to supervisors Hoover, Stopfel and Eppley. Supervisor Hoover made a motion to approve the minutes with corrections stated, seconded by Supervisor Shultz, vote called, motion carried 5-0.

**Discussion of Bruce Warshawsky Continuing as Assistant Secretary** - Solicitor Warshawsky reported on the evening of the Special Meeting of January 21, 2011 whereby the board appointed him as assistant secretary due to the vacancy of the township secretary position. He stated the Board could move to terminate his service as assistant secretary or could continue his services. **Motion** - Supervisor Stopfel made a motion to terminate the Solicitor's position as Assistant Secretary, seconded by Supervisor Eppley, vote called, motion carried 5-0.

**Right-to-Know - Draft Minutes** - Discussion pertains to retention of tapes and related issues. Solicitor recommended changing practice of posting draft minutes on the web because they are not under the Right-To-Know law as a public document and this practice could be problematic. Tape recordings are subject to the Right-To-Know Law and Solicitor suggested erasing the tapes after the minutes are approved. Solicitor made

suggestions regarding duplicating and incurring cost of tape request by the public.

**Motion** - Supervisor Hoover made a motion for the Solicitor to do research and provide a procedure for duplication and charge, seconded by Supervisor Stopfel, under discussion Supervisor Stopfel stated she liked the idea of saving the recordings, Supervisor Shultz does not want to use different media, vote called, motion carried 5-0. **Motion** - Supervisor Shultz made a motion to use DVD or CD in duplicating process for public requests, seconded by Supervisor Hoover, vote called, motion carried 5-0.

**Website Posting of Draft Minutes** - Discussion among the Board and Solicitor continued regarding different methods of reporting draft minutes on the web. Norma Shearer and Bonnie Freeman stated they would like to see them posted as they are now. Melinda Warfel clarified her past request by stating it was the agenda that she initially requested to be posted in a timely manner for the public to see in order to prepare for the meeting. The Board decided to maintain the current policy. The Solicitor suggested directing the public to the draft minutes on the web when they request them.

**Interim Bills - Motion** -Supervisor Hoover made a motion to approve the interim bills, seconded by Supervisor Shultz, vote called, motion carried 5-0.

**Unpaid Bills – Motion** - Supervisor Shultz made a motion to approve the unpaid bills, seconded by Supervisor Hoover, vote called, motion carried 5-0.

**Financial Report** - no comments made.

**SEO Report** - none received.

**PLANNING COMMISSION REPORT:** Fred Ford Chairman of the Planning Commission reported on the February 7th meeting. Fred reported there was no business from the floor. The Township Engineer and Solicitor gave a report on the background of the Lenker Estates Plan which will be reviewed at the March 7th Planning Commission Meeting. The SALDO review will continue at the February 21st Workshop Meeting.

**SOLICITOR REPORT: DONCO** - On January 28 a meeting was held with representatives of DONCO, Chairman Bechtel, Supervisor Eppley, Fred Ford, Tom Wilson and Bruce Warshawsky. Concepts were presented and will be presented before the Planning Commission Meeting March 7. Thereafter the Board will decide what to do based on the presentation.

**Summerville Nuisance** - Mr. Summerville requested a three-month extension to respond to the outstanding nuisance letter. Mr. Summerville talked to Dale Shoop and Mr. Shoop is performing an on-site inspection. This issue will be under discussion at the next meeting.

**Bistline** - The balance owed is \$2673.60 for professional fees. Solicitor suggested the township send out another letter to Mr. Bistline and ask him to respond in writing to this issue. If no written response is received by the township, the Solicitor recommended

acting on this issue at the next meeting. Chairman Bechtel went over the history of the situation whereby Mr. Bistline had communicated he would remit more of a payment when he received his approval for the sewer module. Fred Ford reported DEP made a request for one more piece of information. The Solicitor suggested asking for the status of the sewer module in the letter being sent.

**Alex Acres** - GSP Company disputed payment of the 2011 fees. Secretary will research files to determine if last payment was made.

**Nightwine** - Secretary sent a letter referencing the outstanding fee that is due. No payment has been received.

**Summerville Response** - Mr. Summerville reported on his nuisance issue and stated Dale Shoop reported to him that everything is ok. The Board will wait until the next meeting to get Dale's report.

**ENGINEER REPORT:** Tom Wilson read over his report of January 2011. Chairman Bechtel commented on a January 31 piece of correspondence from Dauphin County Planning Commission. Tom stated this should have been sent to the Borough.

**Escrow Account for the Ambulance Association** - Chairman Bechtel asked Tom about the storm water improvement and if it is complete and inspected. Tom stated he has not received a request yet for it to be inspected and there is no reduction of escrow.

**ROADMASTER REPORT** - Dale is not present and there is no report. Supervisor Shultz mentioned about the older pickup not being in condition to be inspected.

**ADMINISTRATIVE REPORT: Landlord Report Form** - Board suggested this to be sent out annually.

**Bulk Mailing Permit - Motion** - Supervisor Stopfel made a motion to pay the annual bulk mailing permit, seconded by Supervisor Hoover, vote called, motion carried 5-0.

**Computer** - Secretary gave a report on the problems with the computer, i.e. not being able to access the internet and Quickbooks etc due to locking up. Board suggested it is time to get a new computer. Secretary will look into this.

**OLD BUSINESS:** Craig Bachik of Kairos Design, Attorney Suhr and Dale Pears representing Cedar Shopping Centers reported on the issue surrounding the intersection at the traffic light. The issue pertains to the Township HOP not being approved for the traffic signal improvement due to the right-of-way issues regarding the Schlegel and Reinhard properties. The issue involves right-of-way encroachment on these properties. PennDOT will not approve the Township HOP for traffic signal improvement until the right-of-way issues are cleared up. PennDOT is putting responsibility onto the Township. The encroachment involves blacktop and signs on these properties. Discussion ensued on suggested remedies. Cedar Shopping Centers has offered to pay costs surrounding

procurement of the right-of-way issue. Discussion surrounded condemnation and possible negotiated agreements with the landowners. Supervisors Bechtel, Stopfel and Shultz aired their disapproval of condemnation. The Board encouraged Cedars to proceed with negotiations with the landowners to acquire proper right-of-ways.

**Fees Charged for Plan Estimates** - This issued was triggered by previous discussion pertaining to a plan that was withdrawn after Tom Wilson reviewed it to determine the escrow amount to be charged. The engineer fee for the escrow review was paid from the fee that was submitted when the plan came into the township. This submission fee is actually for administrative cost in dealing with the plan thru the review process. Supervisor Stopfel feels further consideration and discussion needs to be done on this issue at another time. Secretary will provide the plan submission form to Tom to review for language pertaining to the applicant being responsible for all associated fees.

**NEW BUSINESS: Peters Mountain Sewer Extension** - Fred Ford explained the history on the extension and where it will be located which is from the point of a manhole at McDonalds and proceeding up to Accu Mold. Fred explained the process regarding the resolution, advertisement, letter of transmittal and check-off list as well as the public comment which is part of the packet to go to DEP for review. **Motion** - Supervisor Hoover made a motion to approve the project, seconded by Supervisor Shultz, under discussion Chairman Bechtel asked Tom Wilson if he needs to review the plan, Tom stated he trusts it to be complete. **New motion** - Supervisor Hoover amended his motion to approve the resolution and project contingent upon Tom Wilson's review and approval, seconded by Supervisor Shultz, vote called, motion carried 5-0.

**Alternate SEO Change** - Because Justin Kuhn did not update his certification as alternate, the Township needs to appoint a new Alternate SEO. **Motion** - Supervisor Hoover made a motion to approve K & W Engineering as the alternate SEO contingent upon approval by law, if law does not allow a business as alternate SEO, then approve Matthew Davis of K & W Engineering as the alternate SEO, seconded by Supervisor Shultz, vote called, motion carried 5-0.

**Grant Information** - Supervisor Stopfel commented about the tree grant and she will go ahead with this. She stated that a preservation grant can help with parking and signage. There are no matching funds as long as the grant is under \$10,000.00. Board agrees for Supervisor Stopfel to pursue grant. Supervisor Eppley commented on a grant to repair the barn. Supervisor Stopfel stated this has to do with the casino money and she would like to get an estimate to restore the barn to its original style. If this can be done, Supervisor Stopfel stated she could then apply to have the barn put on the national register. She stated she learned from someone at the state that the more you have listed on the National Register, the more money you will get. Discussion continued regarding the grant money the fire department is getting from casino money. Supervisor Stopfel also would like to pursue a grant for the archaeological dig and commented that several townships will sponsor this and the Commissioners will sign off on it. Chairman Bechtel raised the question of matching funds being needed for this grant and emphasized this information would be needed. Supervisor Stopfel stated she would have to get more

information on this.

**Dauphin County Redevelopment Authority** - Chairman Bechtel brought up about the letter he received from Dauphin County Redevelopment Authority. This pertains to blighted areas that may benefit from this program. At the present time this just serves as information to the Board.

**AGENDA ITEMS FOR NEXT MEETING:** None mentioned at this time.

**ANNOUNCEMENTS:** Planning Commission Workshop Feb 21 at 7:00 p.m., Planning Commission Meeting March 7 at 7:00 p.m., Township Meeting March 14 at 7:00 p.m. Bonnie Freeman brought up about a Civil War Commemorative which is a re-enactment of things that have occurred. If anyone is interested, see Bonnie and provide your contact information so she can send you the details. Spring Festival May 7th.

**ADJOURNMENT:** Supervisor Stopfel made a motion to adjourn at approximately 9:30 p.m., seconded by Supervisor Eppley, vote called, motion carried 5-0.