

**HALIFAX TOWNSHIP  
BOARD OF SUPERVISORS  
MONTHLY BUSINESS MEETING  
FEBRUARY 13, 2012**

**CALL TO ORDER:** Chairman Bechtel called the meeting to order at 7:03 p.m. followed with the Pledge of Allegiance.

**ROLL CALL:** Supervisors Bechtel, Bruner, Hoover, Paul and Shultz are present. Solicitor Bruce Warshawsky, Engineer Tom Wilson, Roadmaster Corey Stazewski and Secretary Carolyn Nye are present.

**EXECUTIVE SESSION:** Chairman Bechtel stated there were two executive sessions. One held January 16 from 7 p.m. to 10:08 p.m. and the other was held today from 6 p.m. to 6:50 p.m. to discuss litigation and personnel issues.

**PUBLIC COMMENT PERIOD:** **Flo Mallonee** commented on letters in the Sentinal regarding the grant that was turned down by the Board. She made a RTK request regarding the Township grant application and received word from a County office that the Township was not offered this money and that it was only an application which would have been included with others requesting grant money. Flo was given assurance that the Halifax Township Board of Supervisors' decision to withdraw the application would have no affect on future applications. **Fred Anderson** reported that the condition on the property at 1059 North River Road has not changed. **Bonnie Freeman** gave an update on the Ft. Halifax Park Festival which will be held Saturday, May 5. She commended the Chairman on behalf of the Board for presenting Christopher Maichle with an achievement award. Bonnie also mentioned there is an opportunity to have a public meeting to have a speaker who is a state park naturalist come to Halifax to talk about blue bird boxes and present a film. She is requesting the use of the meeting room for this event. Bonnie will get back to the Township with the exact date and time. **Scott Corsnitz** commented about the letters to the editor regarding the park. He feels the park was a poorly conceived idea because of the incurred costs and having all the other parks in the area. He would like to see a referendum put on the ballot to see if residents want the park or not. **Patriot Energy Representative** – Rodson Campbell went over the Township's contract with Patriot Energy and presented information on a new rate that would be effective in June after the current contract ends. The new rate would be 0.06351. **Motion** – Supervisor Shultz made a motion to renew the contract for June with the new rate of 0.06351, seconded by Supervisor Hoover, vote called, motion carried 5-0.

**SECRETARY/TREASURER REPORT:** **Paid Interim Bills** – Supervisor Hoover made a motion authorizing the payment of the bills, seconded by Supervisor Paul, vote called, motion carried 5-0. **Current Unpaid Bills** – Supervisor Hoover made a motion to authorize payment of the unpaid bills, seconded by Supervisor Shultz, vote called, motion carried 5-0. **Minutes** - Supervisor Hoover made a motion to approve the January 3 and January 9 minutes as written, seconded by Supervisor Paul, vote called, motion carried 5-0. **Financial Report** – No comments made.

**COG REPORT:** Chairman Bechtel reported on the COG meeting. The Upper Dauphin Tax office reimbursement issue was on the COG agenda. He reported the Tri County Planning Commission Annual Meeting will be held in conjunction with the COG meeting.

**AUDIT REPORT** – The auditors met on January 4 for their reorganization meeting. Meeting was held from 6 p.m. to 6:33 p.m. The Chairman is Bob Artman. Vice Chair is Deb Meyers. The Secretary is Charnelle Etzweiler. The hourly rate for working supervisors was set at \$12.00 an hour.

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**PLANNING COMMISSION RECOMMENDATION:** Flo Mallonee gave a brief report on the Planning Commission Reorganization Meeting held February 6. She indicated Fred Ford was appointed Chairman, Bob Artman Vice Chair and Randy Paul Secretary.

**ENGINEER REPORT:** Tom Wilson read his report dated February 1, 2012. He provided the PA DEP GP-4 Permit application that will need the Board's signature. This application refers to the Galli Road storm sewer extension project. Tom indicated he would be willing to serve as Flood Plain Administrator and as Administrator to the Community Rating System. Tom indicated there is a Certified Flood Plain Manager training for municipal officials and flood plain administrators coming up in June in Scranton. Tom indicated he would be happy to take this on as his responsibility. The secretary will provide Tom with the Community Rating System documents.

**SOLICITOR REPORT:** The Solicitor presented his report dated February 10, 2012. The following issues are subject to discussion: **Jorich** – the Solicitor indicated there has been nothing new received. He will be following up regarding this issue and report to the Board. **Farhat** – The Solicitor indicated Mr. Farhat purchased the property that Mr. Teeter previously owned. He now steps in the shoes of the Teeters and has the right to develop the land if he so chooses. Garam indicated he is not sure at this point what he wants to do with the property but would like to get copies of documents pertaining to this property. **Konchar Litigation** – The Solicitor recommended listing for trial. **Motion** – Supervisor Shultz made a motion to authorize the Solicitor to list the Konchar litigation for trial, seconded by Supervisor Bruner, vote called, motion carried 5-0. **Bistline** – Supervisor Bruner will talk to Mike Bistline about the outstanding bills owed to the Township. **UDITO** – The Solicitor indicated the Township may be entitled to a refund of earned income tax. The township would need to execute a Certification to Authorize for the audit. **Motion** – Supervisor Shultz made a motion to execute the Certification to Authorize, seconded by Supervisor Hoover, vote called, motion carried 5-0. Melinda Warfel stated that some of the problem may be that employers are sending the income tax to Upper Dauphin instead of Berkheimer. The secretary was instructed to call Upper Dauphin Tax Office months ago inquiring as to whether they are holding any tax moneys for Halifax Township and shortly after that call was made a check was received. The Solicitor will alert the solicitor who is overseeing this audit to possible monies refundable to the Township other than that relating to the issue at hand.

**ROADMASTER REPORT: Signs/Costs** – Corey provided a list containing types of sign and related costs. **Motion** – Supervisor Bruner made a motion to authorize the purchase of 100 single-sided road signs and miscellaneous signs needed for price quoted at \$2,196.00, seconded by Supervisor Shultz, vote called, motion carried 5-0. **Fuel** – Corey stated the Township has a 1000 gallon tank which can be used for on-road diesel. The other smaller tank needs a meter. Fuel can be delivered and the township would have to do the paperwork to get reimbursed for the tax charged on this fuel. **Motion** – Supervisor Bruner made a motion to change off road to on road diesel and have it delivered to the Township, seconded by Supervisor Hoover, vote called, motion carried 5-0. **Keys, Locks and New Door** – Corey indicated he has the new door and he will be working at installing this. Once door is installed, the locksmith will be called to install the new locks. There will be a log sheet for key distribution. **Lighting** – Corey will get quotes and report to the Board. **Adapter Plate** – Corey stated this plate would allow for attachment changes to the tractor. **Motion** - Supervisor Paul made a motion to proceed with purchase of an adapter plate not to exceed the cost of \$975.00, seconded by Supervisor Shultz, vote called, motion carried 5-0. **Salt Use by Halifax School** – The Board discussed the Township donating salt for the school parking lot. **Motion** – Supervisor Bruner made a motion to work with the school and that

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this will be the last school year the Township will donate salt and thereafter they will have to pay the going rate, seconded by Supervisor Paul, vote called, motion carried 5-0. **Nuisance Complaints** – Corey is the new officer effective February. Fred Anderson indicated the property on North River Road has been cleaned up somewhat but still needs attention. The Board decided to have a nuisance letter sent to the landowner. **Mower** – Corey will get prices for the Board to review. **Paving** – Corey would like the supervisors to go along with him to look at the roads and determine priority for paving and other roadwork. Chairman Bechtel stated Matamoras Road needs attention due to drainage issues. He also stated there is an issue with a curve along this road which would involve getting permission from a landowner to cut back the bank. **Building Permits** – Chairman Bechtel indicated Dale processed two building applications.

**ADMINISTRATIVE: J.P. Harris Contract** – The Township needs to sign the renewed contracts. **File Cabinets** – The secretary asks for the Board's authorization to go ahead with purchasing file cabinets to transfer documents from the files in the garage to new file cabinets to be housed in the meeting room. The Board agreed to have this done. **Security Cameras** – The Board discussed the idea of having a security system set up for the Township. **Motion** – Supervisor Bruner made a motion to proceed with the purchase of a security system not to exceed \$750.00, seconded by Supervisor Paul, vote called, motion carried 5-0.

**SEO REPORT:** None provided.

**OLD BUSINESS: UDTO Earned Income Tax Recovery** – Previously discussed by Solicitor.

**Letter of Collateralization** – The secretary will contact the bank and obtain for the township.

**Debit Card** – Previously the Board set a limit of \$500 to be maintained in this account. The secretary indicated that with purchasing the security system and renewing the Carbonite backup system along with some other minor purchases, the limit of \$500 is not enough. Harbor Freight where Corey will be purchasing the security system requires either cash or a card and Carbonite requires a card. **Motion** – Supervisor Shultz made a motion to maintain \$1000.00 in the account, seconded by Supervisor Paul, vote called, Supervisor Hoover voted nay, motion carried 4-1.

**Roadmaster/Building Permit Officer Salary** – Chairman Bechtel indicated that Dale Shoop will be processing building applications and Corey Stazewski will be handling the nuisance complaints effective February. Dale will be paid \$400 a month as Permitting Officer and receive mileage at \$.555 a mile. He will retain the Township cell phone and log his hours worked and mileage. He will receive no health benefits. The Board will then do an assessment of the hours worked by the October 2012 Board meeting. At that point and time we will be looking at the possibility of doing a reconciliation at the end of the year, December 2012. The reconciliation will allow for Dale to be paid \$20.00 an hour times hours worked. **Motion** – Supervisor Bruner made a motion to approve the profile presented by the Chairman, seconded by Supervisor Paul, vote called, motion carried 5-0. Corey Stazewski will do nuisance complaints, receive \$3,000.00 a year for this additional responsibility. From here out to end of year Corey will receive \$2,750. **Motion** – Supervisor Hoover made a motion to approve the profile stated by the Chairman, seconded by Supervisor Bruner, vote called, motion carried 5-0.

**Tourist Park Water Issue/Meeting of Feb 1** – Chairman Bechtel stated there was a meeting with PennDOT representatives, Commissioner Pries and his assistant along with some landowners and Norfolk Southern representatives regarding the drainage issue along the rail road right of way. The

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County indicated they would be willing to sponsor a gaming grant to procure funds for this project which involves blocked drains. PennDOT and Norfolk Southern agreed to flush the drains. The secretary will send out letters to the landowners on the west side of the tracks informing them that flushing will be done sometime this Spring.

**NEW BUSINESS: Patriot Energy Representative** – Previously discussed.

**2012 Road/Ditch Grading** – The Board discussed this project and how to notify residents. **Motion** – Supervisor Bruner made a motion to authorize secretary to put in a press release about the Spring project grading along township roads within the township right-of-way, seconded by Supervisor Hoover, vote called, motion carried 5-0.

**Alternative Funding** – An Alternative Funding Study Committee consisting of Donna Rode, Melinda Warfel, Steve Shreffler and Brad Bruner has been formed to discuss various funding avenues.

**Brick House at Park** – Discussion about drying out the brick house took place. Corey Stazewski will check into getting someone to inspect the furnace and determine the feasibility of repairing the unit.

**Garam Farhat** – Previously discussed.

**Dane Snyder Meeting** – Supervisor Bechtel stated on January 24 he and Supervisor Shultz met with Dane Snyder and his daughter regarding archaeological involvement at the park.

**Robin Circle Cul-de-sac Issue** – The Township received a complaint that a school bus has been parked on the cul-de-sac along Robin Circle. Corey stated he has the number of the bus driver but has not had a chance yet to call her. He will give her a call and inform her that she should not park on the cul-de-sac.

**Movie Night at Ft. Halifax** – Dauphin County Parks and Recreation is asking for permission to have a free movie night at the park on Sunday, August 12 at dusk. **Motion** – Supervisor Bruner made a motion to give permission to Dauphin County Parks and Recreation for this event contingent upon them providing jiffy Johns and security due to the railroad, seconded by Supervisor Paul, vote called, motion carried 5-0.

**Safety Training** – Chairman Bechtel indicated Supervisor Shultz brought up the issue of safety training. The Township inquired about this to see if there would be a reduction in insurance if this was implemented. Tom Troutman responded to this issue and indicated there would be a reduction of 5% on the workers comp insurance but the Township would have to have monthly safety meetings and training each year. EMC insurance will set this up free of charge for their clients. There is a time commitment to keep the committee certified and operating efficiently. Chairman Bechtel indicated this will be put on the agenda for next month.

**AGENDA ITEMS FOR NEXT MEETING:** Safety Training.

**ANNOUNCEMENTS:** Planning Commission Meeting March 5 at 7 p.m. Township Meeting March 12 at 7 p.m.

**ADJOURNMENT:** Supervisor Shultz made a motion to adjourn at 10:00 p.m., seconded by Supervisor Hoover, vote called, motion carried 5-0.

