

**HALIFAX TOWNSHIP  
BOARD OF SUPERVISORS  
MONTHLY BUSINESS MEETING  
April 9, 2012**

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

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

**RECORDING MEETING:** Hara Frank is recording the meeting.

**EXECUTIVE SESSION:** None held.

**PUBLIC COMMENT PERIOD:** **Hara Frank** brought up an issue about an unknown driver entering the park property last Tuesday evening and traveling along the railroad onto her camp ground. There has been theft on one of her tenant properties. Hara asked the Board if something could be done to block off the area to prevent any further occurrences. The Roadmaster indicated Norfolk Southern can be contacted about this issue since the driver drove along their right-of-way. **Flo Mallonee** has nothing at this time. **Sharon Johns** will defer to later on the agenda. **Frank Wilmarth** brought up about the Township Cleanup Day and The Friends of Ft. Halifax Festival conflicting. Chairman Bechtel referred to the agenda item which will relate to this issue. Chairman Bechtel announced **Janine Park** who is from the Tri County Regional Planning Commission and is on the agenda but will allow her to present her message at this time. Janine indicated there is a new regional planning and educational program which will provide information to municipalities. This will then assist with the implementation of the Tri-County Regional Growth Management Plan and the Regional Transportation Plan. Janine provided some documentation regarding this to all board members.

**SECRETARY/TREASURER REPORT:** **Paid Interim Bills** – Supervisor Hoover made a motion to approve the interim bills, Supervisor Shultz seconded, vote called, motion carried 5-0.

**Current Unpaid Bills** – Supervisor Hoover made a motion to approve the current unpaid bills which includes the K & W Engineer bill received this evening, seconded by Supervisor Shultz, vote called, motion carried 5-0.

**Minutes** – Supervisor Hoover made a motion to approve the minutes as written, seconded by Supervisor Bruner, vote called, motion carried 5-0.

**Financial Report** – Board reviewed and there were no questions.

**EMC REPORT:** None

**PLANNING COMMISSION RECOMMENDATION:** Fred Ford gave the March 5, 2012 Planning Commission report. A Mr. Werrick attended the Planning Commission meeting to inquire about building a house on his parent's property on Parmer Drive. Fred indicated he will have to do a Land

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Development Plan. Lannie Millette from Camp Hebron wants to remove trailers and replace with cottages and will need to do a sketch plan. Harman Stove Plan was reviewed by Tom Wilson and a reduction of the Financial Security Bond was recommended. Fred indicated there are various ordinances going to be worked on by the Planning Commission such as the building permit ordinance, the energy ordinance and sign ordinance. **Motion** – Supervisor Paul made a motion to release \$8,250.00 from the Financial Security Bond for the Harman Stove Plan, seconded by Supervisor Hoover, vote called, motion carried 5-0.

**ENGINEER REPORT:** Tom Wilson went over his report dated April 5, 2012. Chairman Bechtel asks about the Galli Road property drainage project. The Solicitor stated once we know when and where we are going to proceed with this project he will do a formal agreement with the landowners. A DEP permit is needed.

**SOLICITOR REPORT:** Bruce Warshawsky presented his report dated April 3, 2012.

**Reimbursement of Professional Fees relating to Flood Plain and Storm Water Management** – the Planning Commission will be working on this.

**Alex Acres** – This issue relates to a parent dispute while a student was waiting for the school bus at the entrance to the private mobile home community. The school would like to provide bus service into the park but trees need trimming and parts of the road need patched. The school inquired to the Township to see if there is any regulation pertaining to this type of situation. The Solicitor stated that if the landowner and school cannot remedy this on their own, maybe the Township needs to revise the SALDO pertaining to something like this.

**Jorich/Matamoras Plan** – Some work has been completed. Jorich's engineer needs to get in contact with Tom Wilson to get outstanding issues resolved. The Township will give him another 30 days.

**Tobias Litigation** is in a holding pattern.

**DONCO** – One issue is resolved with Mr. Sweigard. They are hoping to resolve the other issue with him. Mr. Lenker may be submitting the plan by June.

**Stopfel Lawsuit-** There is nothing regarding communication. The preliminary objections were filed.

**Harns** – The mortgage company paid the Township fine and attorney's fees up to March 2012. The Township still needs to deal with past nuisance issues.

**Mike Bistline** – Supervisor Bruner talked to Mr. Bistline and he indicated he will stop in to the Township to resolve the issue of outstanding bills.

**UDITO (Upper Dauphin Income Tax Office)** – The Solicitor indicated he had provided a memo dated March 30, 2012 detailing a meeting with all solicitors representing the upper dauphin area and school districts who were served by UDITO. He was hoping to receive today and provide the Board with a proposed fee sharing agreement used to move ahead with the action to require PRS (Powells, Rogers and Speaks) which has purchased UDITO to provide information and financials. Once this is received, it may be necessary to hold a brief executive session to authorize the engagement of counsel to pursue this.

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**Accu Mold** – Their Solicitor needs to review approval and obligations. He wants to try to resolve privately among family.

**Tourist Park Water Issue** – There is no formal updates on this issue.

**Employee Policy Manual** – The Solicitor reviewed a PSATS sample policy and a private employers manual. He will send this to the Township committee for their review.

**ROADMASTER REPORT: Nuisance Status – Harman Property:** Cleanup is ongoing and Corey will continue monitoring this project. **Hoover/Harner Riverfront Property Issue** – Corey will contact Matt Williard for his report based on the site inspection. Matt was to provide this report to the Solicitor. **Bitting Nuisance Issue** – Will be addressed under Old Business. **Armstrong Valley Winery Noise Issue** – Mrs. Johns stated she still has a problem with the noise from the bands playing at the winery. Supervisor Paul indicated he made three visits to the winery and at those times it was not bad. Supervisor Paul suggested Mrs. Johns contact him personally when the problem presents itself again and he will make a site visit to the property. The Solicitor suggested contacting PSATS for a sample noise ordinance. Donna Rode raised her concern regarding too many specific ordinances. **Harn** - The nuisance regarding junk and vehicles is not satisfied. The property is in foreclosure. The Solicitor suggested contacting the mortgage company with a detailed letter. The Roadmaster will provide up-to-date pictures of the property to the Solicitor to send along with the letter. **Lighting Estimate for Upgrading Township Building** – Corey got an estimate for \$6,400.00. After rebate the Township's obligation would be around \$4,798.00. This would involve a 54% savings decrease in electric. **Motion** – Supervisor Paul made a motion to proceed with this proposal and upgrading, seconded by Supervisor Hoover, vote called, motion carried 5-0. **Road Signs** – Corey is dealing with two companies who are giving estimates under \$2,200.00. **Road Sweeper** – Corey indicated the model the Township has is a 1977 version and the brushes are worn and need replaced. He asks the Board if they would be interested in upgrading and if so would they be interested in one that runs off hydraulics? Corey will check sales and prices and bring back to the Board. **Backhoe Use by Borough** – The Board decided to have the Township employees operate the backhoe and charge the usual fee if the Borough is still interested. **Festival and Cleanup at Ft. Halifax Park** – The Board agreed for Corey to get prisoners for the park cleanup and to use them for the Township cleanup. **Road Grading Project: Motion** – Supervisor Paul made a motion to advertise for as-needed part time laborers to be used as flaggers at \$11/hour and part time CDL drivers as needed at \$12/hour, seconded by Supervisor Shultz, vote called, motion carried 5-0.

**ADMINISTRATIVE: Humane Society Contract** – The Secretary contacted the Humane Society and is waiting for information requested.

**SEO REPORT:** Mike Brown as secondary SEO submitted a report. The Township is not in receipt of a report from Light-Heigel.

**OLD BUSINESS Matt Ritchie – Bitting Property Update:** Matt indicated he is buying the Bitting property and will be doing extensive cleanup which will comply with the nuisance complaint letter sent to Mr. Bitting.

**School Signals** – This issue will be brought up at the School Board Meeting.

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**Cleanup Day/Festival** – The Board determined that the cleanup day will be May 4 and 5 as previously decided. The hours will be Friday, 7 a.m. to 3 p.m. and Saturday 6 a.m. to 12 noon. Discussion continued regarding the Friends of Ft. Halifax Park Festival that is to be held the same day as cleanup. Supervisor Bruner stated he was contacted by an individual who implied the scheduling of the cleanup day was done purposely to conflict with the park festival. As a result of a member of The Friends of Ft. Halifax, Norma Shearer, contacting the Township secretary with concerns about the conflicting date regarding the festival and the cleanup date, Supervisor Shultz stated the scheduling for the cleanup day was not intentionally done to conflict with the park festival. As a result of the same individual contacting employees at their residence to ask them to drive the Tobias Animal Farm bus at the festival and instructing other employees to do various work at the park, the Township took a closer look at the liability issues regarding the use of the Tobias bus and found thru the State Police that it was not lawful to drive this bus on public roads and there is no liability insurance covering the use of this bus on the public road. The Board also discussed the fact that no private citizen is authorized to order and direct a township employee. **Motion** - Supervisor Shultz made a motion that all work requests must be made at the township office and not to contact individual employees for the approval by the Board of Supervisors, seconded by Supervisor Hoover, under discussion Supervisor Bruner asks if there is a form for such requests at the township office, Chairman Bechtel thinks there should be some kind of a policy for organized activity at the park facility, the Solicitor asks if the motion applies to communications to the Solicitor and Engineer as well, the Board feels the engineer and solicitor are not included, the Solicitor stated this issue is a personnel matter which can be discussed as if in an executive session communicated by email and those emails are subject to the Right To Know Law, vote called, motion carried 5-0. **Motion** - Supervisor Shultz made a motion that written permission must be obtained thru the Township Office from any organized or unorganized group of five or more for events at the park, seconded by Supervisor Hoover, the Solicitor feels this is just an extension of the park rules that are already established, the Board needs to know who is using the park for events and maybe the Board should consider a park usage permit, Chairman Bechtel asks the Solicitor if the Township can ask the group if they have any type of insurance to cover a specific event, the Solicitor indicated this could be done, Chairman Bechtel stated there is already a policy established for use of the meeting room and a policy or rule for the park usage could be done for an organized or unorganized event. **Revised Motion** – Supervisor Shultz revised his motion to read that a written request must be submitted to the Township Office for approval by the Board of Supervisors from any organization, group or peoples over ten persons for any activity at the park either organized or unorganized, the Solicitor stated this will have to be Sunshined at a next meeting if a 30 day request is not part of the policy, Supervisor Shultz revised the motion to include the following statement: the Township requires a 30 day notice and reserves the right to deny the request based on conflict, weather or safety, seconded by Supervisor Hoover, vote called, motion carried 5-0.

**NEW BUSINESS: Janine Park, Senior Planner, Tri Co. Plan Comm.** – This was previously addressed under Public Comment.

**Annual Insurance Meeting** – The annual meeting will be Monday, April 23 at 9 a.m. with Supervisor Shultz, Supervisor Bechtel, Corey Stazewski and Tom Troutman the insurance agent.

**Pipe Extension at Ballfields along Kinsinger Road: Motion** – Supervisor Paul made a motion that if the owners of the ground check into getting approval for the project, the Township would donate the Pipe, seconded by Supervisor Hoover, vote called, motion carried 5-0.

**Prevailing Wage Resolution:** Resolution pertains to urging the Comm. of PA to eliminate or amend the state prevailing wage act (Act 442 of 1961). **Motion** – Supervisor Bruner made a motion to waive

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the reading of the resolution, seconded by Supervisor Shultz, vote called, motion carried 5-0. **Motion** – Supervisor Bruner made a motion to approve the resolution, seconded by Supervisor Shultz, vote called, motion carried 5-0.

**Ebenezer Road Storm Water Issue** – This water issue involves the upper end whereby runoff is coming from a property at the top of the hill onto two other properties. Chairman Bechtel did a site visit and he could only see a stormwater retention facility of some sort on the two lower properties and could not see one at the upper property. Tom Wilson was instructed by the Board to look at the plan and do a site visit of the properties and report back to the Board.

**AGENDA ITEMS FOR NEXT MEETING:** None

**ANNOUNCEMENTS:** Planning Commission Meeting May 7 at 7 p.m. Township Meeting May 14 at 7 p.m. Friends of Ft. Halifax Park Festival May 5. Township cleanup day May 4 and 5.

**ADJOURNMENT:** Supervisor Shultz made a motion to adjourn at 10:18 p.m., seconded by Supervisor Paul, vote called, motion carried 5-0.

Respectfully Submitted,

Carolyn Nye  
Secretary