

` **HALIFAX TOWNSHIP
BOARD OF SUPERVISORS
MONTHLY BUSINESS MEETING
DECEMBER 10, 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 OF MEETING: None other than Secretary is recording the meeting.

CERTIFICATES: Chairman Bechtel presented the certificates to Steve Shreffler, Melinda Warfel, Donna Road, Bob Artman, Richard Leiter, Hal Stopfel and Sean Bobb who have been instrumental in serving the Township.

EXECUTIVE SESSION: None

PUBLIC COMMENT PERIOD: **Rev. Krenz** commented on offering help with any park cleanup. The following people were called on and had no public comment at this time: Flo Mallonee, Sean Bobb, Margaret Gaughan, Tim Boyle, John Yost and Steve Tibbons. Mike Snody commented about storm water runoff alleging the source as the township road and a neighbor. Melinda Warfel mentioned that Fred Anderson and John Yost helped with the tile installation process in the township meeting room.

SECRETARY/TREASURER REPORT: **Paid Interim Bills** – Supervisor Hoover made a motion to approve the interim bills, seconded by Supervisor Paul, vote called, motion carried 5-0. **Current Unpaid Bills** – Supervisor Shultz made a motion to authorize payment of the current bills, seconded by Supervisor Paul, 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** – The Board reviewed and made no comment.

EMC REPORT: None received.

PLANNING COMMISSION RECOMMENDATION: The Solicitor gave the report in absence of Chairman Ford. **Sheetz Subdivision Plan** – HRG on behalf of Sheetz requested an extension to January 18, 2013. **Motion:** Supervisor Hoover made a motion to authorize the extension agreement to January 18, 2013, seconded by Supervisor Shultz, vote called, motion carried 5-0. **Piltz/Tobias Subdivision Plan** – The Planning Commission Board recommended certain waivers included in the letter of October 22, 2012. The plan was recommended for approval contingent upon the receipt of the fee by the applicant. It was noted that Mr. Tobias passed away recently. The Secretary noted the fee has not been paid as of this date. **Motion:** Supervisor Paul made a motion to reject the waivers without prejudice and allow a later submission, seconded by Supervisor Bruner, vote called, motion carried 5-0. There was discussion regarding modification of the Storm Water Management provisions of the SALDO. The Planning Commission would recommend exempting a greater number of square feet which amounts to ten percent of the soil coverage up to 10,000 square feet and would commence when the SALDO is changed. **Motion:** Supervisor Shultz made a motion to authorize Tom Wilson to send a memo to the Dauphin County Conservation District, attention to Bob Christoff, indicating the Township would like to see a waiver modifying the requirements of the Storm Water Management

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Plan exempting a greater amount of square feet which amounts to ten percent of a lot or ten thousand square feet whichever is the lesser, seconded by Supervisor Bruner, vote called, motion carried 5-0.

Planning Commission Vacancy - The Township is in receipt of Steve Sipe's resignation from the Planning Commission. The vacancy has been advertised and the Board will wait to see what applications are received. It was noted there will be two other vacancies coming up due to terms ending.

ENGINEER REPORT: Tom Wilson read his report dated December 4, 2012. No action taken.

SOLICITOR REPORT: Jorich/Matamoras – The issue is authorizing draw down on the Letter of Credit. **Motion:** Supervisor Hoover made a motion to authorize Chairman Bechtel to execute the draft and continue to proceed in the most responsible way, seconded by Supervisor Bruner, vote called, motion carried 5-0. **Lebo Nuisance** – The Board discussed how to handle this issue whether or not to send a friendly letter and offering Mr. Lebo to come to the Township meeting or to send in a letter of explanation regarding the alleged nuisance. **Motion:** Supervisor Shultz made a motion to send a pre-nuisance letter to Mr. Lebo, seconded by Supervisor Paul, vote called, motion carried 5-0.

UDITO – The Solicitor indicated this is 98% done. The Complaint will probably be filed this week and then it will be in full blown litigation. **Alex Acres** – Supervisor Paul will check into the water runoff when there is another hard rain to determine the source of this problem. **Paulvir Letter of Credit** – Supervisor Bruner made a motion to ratify the Chairman's execution and holding of the draft, pending further investigation, seconded by Supervisor Hoover, vote called, motion carried 5-0.

Buffalo Park Road – Supervisor Shultz asked for clarification on the Township's use of Buffalo Park Road into Ft. Halifax Park. The Solicitor feels the Township's right is extinguished. He stated since the Township has not used the road for more than 21 years, it could be incumbent upon the landowner to seek action by agreement or going to court to have the road declared vacated by the Township or the Township can do this on its own. If the Friends of Ft. Halifax have issue with accessing their property, they would have to seek legal means to resolve this.

ROADMASTER REPORT: Corey brought up to the Board about the issue of fixing or replacing pipes along a part of Camp Hebron Road and the temporary easements that would be needed due to having to work outside the Township's right-of-way. The Solicitor stated the document should be formatted to be recordable and have things like indemnification included.

ADMINISTRATIVE: Three seasonal employees have been hired to construct the building which will be used to store equipment behind the township building. The Secretary asked for clarification on paying the seasonal employees since they initially have been hired as CDL drivers but are doing labor work for this project. Chairman Bechtel stated he does not want to get involved in discussions with Jay Bechtel regarding this issue. After some discussion, it was agreed that effective this past pay period Jay Bechtel will be paid \$12/hr. since he has been a long time employee and the two new employees will be paid \$11/hr for this type of work. There was discussion regarding a building permit officer for the Township. **Motion:** Supervisor Bruner made a motion to appoint Corey Stazewski as permit officer for the interim until December 31, seconded by Supervisor Hoover, vote called, motion carried 5-0.

SEO REPORT: Report received for November. No comment made by the Board.

OLD BUSINESS: 2013 Proposed Budget – Melinda Warfel commented on HAARA and the worker's compensation paid by Halifax Township for the paid ambulance employees. Clarification

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was made that the bill comes to the Township but is in the name of HAARA under their policy number. The Board is concerned about the workers compensation cost but indicated they also must be careful in trying not to do anything that might jeopardize HAARA.

Motion to Adopt the 2013 Budget: Supervisor Paul made a motion to adopt the 2013 budget, seconded by Supervisor Shultz, vote called, motion carried 5-0.

LST Resolution 12-5-2012/LST Agreement with Keystone Collections: Motion to Waive Reading: Supervisor Bruner made a motion to waive the reading of the resolution and agreement, seconded by Supervisor Paul, vote called, motion carried 5-0. **Motion to adopt Resolution 12-5-2012** – Supervisor Shultz made a motion to adopt Resolution 12-5-2012, seconded by Supervisor Bruner, vote called, motion carried 5-0.

Employee Policy Manual/Job Description: Motion: Supervisor Paul made a motion to adopt the job descriptions and evaluation form, seconded by Supervisor Hoover, under discussion Chairman Bechtel asks about the permit officer and nuisance officer job descriptions, for the time being it was felt that the statement in the job description “all other duties” would cover this, Corey stated this could be revisited and changes made, vote called, motion carried 5-0.

HARA: The Board discussed the issue of whether or not to drop out of HARA and renegotiate a contract. **Motion:** Supervisor Bruner made a motion to notify HARA about dropping out of the agreement and to initiate negotiations, seconded by Supervisor Hoover, vote called, motion carried 4-1.

NEW BUSINESS: 2013 Tax Resolution 12-6-2012 – Motion: Supervisor Bruner made a motion to waive the reading of the resolution, seconded by Supervisor Shultz, vote called, motion carried 5-0. **Motion:** Supervisor Shultz made a motion to approve the 2013 Tax Resolution 12-6-2012, seconded by Supervisor Hoover, vote called, motion carried 5-0.

Nuisance Violation Procedure: The Board discussed a change in the nuisance violation procedure which would involve sending a friendly letter or pre-nuisance letter notifying the individual of the complaint and offering the individual to come to a meeting or provide a written explanation. The Solicitor stated he would draft a new policy/procedure and bring to the January 14 meeting.

Meeting Dates Advertisement: Motion: Supervisor Hoover made a motion to advertise the meeting dates for 2013, seconded by Supervisor Bruner, vote called, motion carried 5-0.

AGENDA ITEMS FOR NEXT MEETING: Tax Collector Pay Resolution, Med Ex.

ANNOUNCEMENTS:

- Planning Commission Meeting January 8 at 7 p.m.
- Auditors' Reorganization Meeting January 8 at 6 p.m.
- Township Reorganization Meeting January 7 at 7 p.m.
- Township Meeting January 14 at 7 p.m.

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COG (Combined Halifax Borough/Halifax Twp.) Meeting January 17 at 7 p.m.

ADJOURNMENT: Supervisor Shultz made a motion to adjourn, seconded by Supervisor Bruner, vote called, motion carried 5-0.

Respectfully Submitted By,

Carolyn Nye, Secretary