

**HALIFAX TOWNSHIP
BOARD OF SUPERVISORS
102 Fisher Street, Halifax
MONTHLY BUSINESS MEETING MINUTES
DECEMBER 14, 2015 – 7:00 PM**

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

ROLL CALL – Supervisors Bechtel, Bruner, Paul, Schreffler and McBurney are present along with Engineer Steve Roe, Solicitor Bruce Warshawsky, Roadmaster Corey Stazewski, and Secretary Wendy M. Wentzel.

RECORDING MEETING – The Township Secretary is the only person recording this meeting.

EXECUTIVE SESSION – None

PUBLIC COMMENT PERIOD – **Chad Lebo** was seeking an update from the Board on the Middle Road issue that was raised a couple month's back. He wanted to make sure that the Township was pursuing remedies to the pole on that road and the trees that were looked at by the Township and the Township Engineer. Chairman Bechtel stated that the Township is still exploring it and seeing how the problem can be funded. **Norma Shearer** stated that the Fort Halifax Festival is scheduled for May 7th and the Education Day is scheduled for May 7th. The annual banquet has been scheduled for April 2nd. **Frank Wilmarth** informed the Board of Supervisors that they were continuing to work on the trails at Fort Halifax and were working on getting signs to show the distance of the trails and where they were located. Also noted that trash pickup was done at the Park along Route 147. Friends of Fort Halifax is hoping that an organization will step up to volunteer to do this task.

SECRETARY/TREASURER REPORT - Paid Interim Bills – **Motion** was made by Supervisor Paul and second by Supervisor McBurney to approve the paid interim bills thru December 14, 2015. Vote called. Motion carried 5-0. **Current Unpaid Bills** – **Motion** was made by Supervisor Schreffler and second by Supervisor Paul to pay the current unpaid bills as of December 14, 2015. Vote called. Motion carried 5-0. **Minutes** – **Motion** was made by Supervisor Paul and second by Supervisor Bruner to approve the Minutes from the November 9, 2015, Board of Supervisors Monthly Business Meeting. Vote called. Motion carried 5-0. **Financial Report** - The Board reviewed the Financial Report and had no comments. The Report will be placed on file and made part of the records for audit at a later time.

EMC REPORT – No Report

PLANNING COMMISSION RECOMMENDATION – Chairperson Mallonee reported on the Planning Commission's meeting dated December 7, 2015. The Commission is recommending approval of the plans for Flight Source based upon the Engineer's memo with waivers. **Motion** was made by Supervisor Bruner and second by Supervisor McBurney to approve the waivers of Section 404 of the Preliminary Plans and Sections 606 and 607 for curbs and sidewalks. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Paul and second by Supervisor Bruner to approve the plans based on Final Plan comments #1-4, #6 addressed to the Township Engineer's satisfaction and #7 being met. Vote called. Motion carries 5-0. The Planning Commission continues to work on changes on the SALDO and will bring them to the Board once completed.

ENGINEER REPORT – Engineer Steve Roe was present and provided a quick overview of the report from K & W Engineering dated December 1, 2015 for services during the month of November. No action was taken with the report and it was made part of the permanent records.

SOLICITOR REPORT –Solicitor Warshawsky presented his report dated December 11, 2015 covering activities during the month of November. **Kolva** – Mr. Kolva has not made any contact with the Township for a payment schedule. Solicitor Warshawsky will continue to try and make contact with him. **Kline Nuisance** – Mr. Kline has been in contact with the Township and is in the process of cleaning up the property. No further action at this time taken. **Parking Issue at Matamoras and Route 225** – Received a number of calls concerning the resident parking in front of the structure creating an issue for vehicles pulling onto Route 225. It is a safety issue. Comment was made that PennDOT should be notified.

ROADMASTER REPORT – Roadmaster Stazewski submitted his report for November for permanent record. A call was received regarding abandoned vehicles on Pawnee Lane. **Motion** was made by Supervisor Schreffler and second by Supervisor McBurney to send a letter to the residents involved to move these vehicles. Vote called. Motion carries 5-0.

Roadmaster Stazewski requested that an ad be placed in the Upper Dauphin Sentinel to advertise for CDL Snowplow drivers since we lost a CDL driver this year. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to advertise in the Upper Dauphin Sentinel for CDL Snowplow drivers. Vote called. Motion carries 5-0. Roadmaster Stazewski presented an article that was in another publication involving the preparation of mailbox for the winter. He asked the Board if the article could be edited and submitted to the Upper Dauphin Sentinel for publication. The Board directed Secretary Wentzel to send the edited article to the Upper Dauphin Sentinel.

SEO REPORT – A report dated December 10, 2015 by SEO Pat Stockard of Light-Heigel & Associates was submitted and was made part a permanent part of the records.

Brian McFeaters was present and introduced himself to the Board. He asked that the Board consider appointing him as the Primary SEO for the Township for 2016. He also provided a fee schedule and noted that he does not keep regular office hours. The Board will take it under advisement.

ADMINISTRATIVE

PSATS 457 Plan and Short Term Disability – **Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to authorize the advertisement of these two Ordinances for possible adoption in January. Vote called. Motion carried 5-0.

Laptops – Supervisor McBurney informed the Board that a quote was received for two laptops with a 3 year maintenance package and a port replicator. Since the funds were available in that particular line item for office supplies, permission was given to order them.

Escrow Funds – An email was sent to the Manager of BB&T. No response was received. Secretary/Treasurer Wendy Wentzel will reach out again to get the account changed over to a non-interest bearing account.

OLD BUSINESS

Sewer Ordinance – **Motion** was made by Supervisor McBurney and second by Supervisor Paul to authorize the advertisement of the Sewer Ordinance for possible adoption in January. Vote called. Motion carried 5-0.

Kyle Lehman SWM – There has been no remediation of the property and no payment. **Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to authorize the commencement of an appropriate enforcement action under the SALDO for failure to remediate and failure to pay the fees incurred. Vote called. Motion carried 5-0.

NEW BUSINESS

Williams Street – Larry Michael, a resident on Williams Street, spoke and explained that the dirt road between Route 225 and the paved section of William Street is blocked by a dirt pile. Since the dirt road is on private property, it is a private matter and the Township does not have any stake in the outcome.

2016 Proposed Budget – Motion was made by Supervisor Bruner and second by Supervisor Paul to adopt the 2016 proposed budget. Vote called. Motion carries 5-0.

Advertisement for Appointed CPA Firm for the 2015 Audit – Motion was made by Supervisor McBurney and second by Supervisor Bruner to advertise the notice of appointing an outside firm for purposes of auditing all the accounts of the Township for the 2015 year. Vote called Motion carried 5-0.

Resolution for Dauphin County’s Hazardous Mitigation Plan – Motion was made by Supervisor – **Motion** was made by Supervisor Bruner and second by Supervisor McBurney to waive the reading of the resolution. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to approve the Resolution for Dauphin County’s Hazardous Mitigation Plan. Vote called. Motion carries 5-0.

2016 Tax Resolution – Motion was made by Supervisor Bruner and second by Supervisor Paul to waive the reading of the Resolution. Vote called. Motion carries 5-0. **Motion** was made by Supervisor McBurney and second by Supervisor Schreffler to approve the 2016 Tax Resolution. Vote called. Motion carries 5-0.

Board of Supervisors and Planning Commission 2016 monthly meeting dates – Motion was made by Supervisor Schreffler and second by Supervisor Bruner to advertise the 2016 meeting dates. Vote called. Motion carries 5-0.

Ibberson Estate – Christian Dagher, of Etzweiler and Associates, spoke on behalf of the Estate of Joseph E. Ibberson and also as Solicitor for the Borough of Halifax. He stated that as a result of the passing of Mr. Ibberson in 2011, he bequeathed the Apha Tree Farm, land in the amount of 450 acres to the Commonwealth of Pennsylvania, being a part of the Joseph E. Ibberson Conservation Area, and it was to be conveyed to the Commonwealth of Pennsylvania and managed through the Department of Conservation and Natural Resources. Access to the Alpha Farm is somewhat limited. What is requested is access to the Alpha Farm through Camp Hebron Road. In order to get this access, the Commonwealth has to buy two parcels of land and are currently in negotiations with Mr. Landis and the Borough of Halifax to accomplish this. The Township will have to approve any subdivision plans. The properties are currently in Clean and Green. It will take some time to get these properties out of the Clean and Green Program. Michael Redding, of DCNR, presented the map of the area being discussed showing how this process is taking place. All parties involved are asking the Township’s position in this project. The Township addressed the issue of ample site distance for the entrance and land development plans. Runoff concern was also mentioned. Kyle Shank of the Conversation Fund spoke and stated that they are assisting with this project with applications and land development plans on behalf of DCNR. The Borough of Halifax is in favor of this project. The Township agrees to work with those involved. Corey will work with them on the access point.

Auditor appointments for 2016 – Motion was made by Supervisor Bruner and second by Supervisor McBurney to approve the appointment of Ernest Schreffler, Charnell Etzweiler and Gwen Corsnitz as Auditors for 2016. Vote called. Motion carries 5-0.

Bonding of Bridges – The Township was notified by a logging company that they want to do some logging near Tobias Road. They would have to cross two bridges that do not have any weight restrictions posted. Engineer Roe went and took some pictures and will provide a report with costs associated with placing weight restrictions on the two bridges at the next Board of Supervisors monthly meeting.

AGENDA ITEMS FOR NEXT MEETING

Sewer Ordinance
PSATS 457 Plan and PSATS Health Ordinance
PSATS Conference
Tobias Road Bridges
Appointment of CPA Firm
Escrow Funds

ANNOUNCEMENTS

Board of Supervisors Re-Org Meeting – January 4, 2016 at 7:00 pm
Planning Commission – Re-Org/Regular Meeting – January 5, 2016 at 7:00 pm
Board of Supervisors Regular Monthly Business Meeting – January 11, 2016 at 7:00 pm
COG – January 21, 2016 at 7:00 pm – Refreshments at 6:30 pm

ADJOURNMENT – Motion was made by Supervisor Bruner and seconded by Supervisor Schreffler to adjourn the meeting at 9:04 pm. Vote called. Motion carried 5-0.

Respectfully Submitted,

Wendy M. Wentzel, Secretary