

**HALIFAX TOWNSHIP**  
**102 Fisher Street**  
**BOARD OF SUPERVISORS**  
**MONTHLY BUSINESS MEETING MINUTES**  
**JULY 11, 2016 – 7:00 p.m.**

**CALL TO ORDER** - Chairman Bechtel called the meeting to order at 7:09 pm followed with the Pledge of Allegiance.

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

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

**EXECUTIVE SESSION** – None

**PUBLIC COMMENT PERIOD –Flo Mallonee** – Commented on the Stormwater Management Application process which was on the agenda and wanted to say that she would like to see fairness with the application process. **Chad Lebo** – Inquired about the recordings of the meetings. Chairman Bechtel explained that the recordings are only used for public record between the time of the recording and the approval of the Minutes. They are subject to the Right-To-Know request during this period of time at the cost of the person seeking them for reproduction of them. Once the Minutes are approved, the recording is destroyed. **Norma Shearer** – Requested a speed sign be placed at the end of Maple Avenue.

**SECRETARY/TREASURER REPORT**

**Paid Interim Bills – Motion** was made by Supervisor Paul and second by Supervisor Schreffler to approve the paid interim bills thru July 11, 2016. Vote called. Motion carries 4-0. **Current Unpaid Bills – Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to pay the unpaid bills as of July 11, 2016. Vote called. Motion carries 4-0. **Minutes – Motion** was made by Supervisor Paul and second by Supervisor Schreffler to approve the Minutes of the June 13, 2016. Vote called. Motion carries 4-0. **Financial Report** – Placed on file for audit at a later time.

**EMC REPORT** – None

**PLANNING COMMISSION RECOMMENDATION** – Chairperson Flo Mallonee reported that the Planning Commission had nothing for the Supervisors to vote on. Mr. Ernie Schreffler was present at the Planning Commission meeting and asked a few questions regarding a private lane that runs through his property which three properties access. He was interested in subdividing his land. In the event the land is subdivided, the new owner purchasing his subdivided land would be required to have a 10-20 feet private driveway in order to be compliant with the existing SALDO. The Township could request that the private driveway would have go all the way to the road. A Subdivision Plan will have to be submitted to the Township.

Travis Bils of Doughboys Pizza was present and wanted to know if what he is proposing with building a new restaurant, a microbrewery and a new parking that would hold 80 vehicles was something he could do in the Township. The Planning Commission advised him to contact PennDOT regarding the Highway Occupancy Permit before submitting Plans to the Township.

Flight Source – Plans for a facility to be built in Matamoras were accepted for review.

**ENGINEER REPORT** – Engineer Roe provided an overview of his report dated July 11, 2016 with the Board of Supervisors for services during the month of June. No action was taken and the report was placed on record.

**SOLICITOR REPORT** – Solicitor Warshawsky presented his report dated July 5, 2016 for services during the month of June, 2016. **UDITO Litigation** – A revised settlement report was sent to PRS’s counsel prior to the Judge’s retirement announcement. The Township will be kept abreast of proceedings for settlement. **Parking Issue** – Upon Solicitor Warshawsky’s review, it was determined that the road along the Township building is an alley and not a right-of-way, therefore, the Township cannot restrict parking on it as an alley. **Lehman Stormwater** – The Lehman’s submitted Right-to-Know requests to the Township and the Secretary is providing the information requested. This item will be placed on next month’s agenda. **Kline Nuisance** – the initial letter was sent June 16<sup>th</sup>, 2016. The first period of 36 days would run to July 22<sup>nd</sup>. At that point an administrative fine will be invoked in a second letter. The Kline’s were invited to attend the meeting but were not present. The Solicitor will proceed on the enforcement track. **Brothers Nuisance** – The Parking issue has been fixed but the unregistered vehicles are still there. The nuisance letter was mailed July 1<sup>st</sup>, but the Township has not yet received the green card. Before sending a second letter, the Township will reconvene at the August meeting. **Ziegler Nuisance** – Very little has been done to address the nuisance reported. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to send a formal nuisance letter. Vote called. Motion carries 4-0. **Konchar** – Solicitor Warshawsky spoke with Konchar’s counsel, Attorney Radebach, and had received the proposed deeds. Comments were sent back. Solicitor Warshawsky is waiting on his response. Attorney Radebach was made aware of the situation that occurred at the Park.

**ROADMASTER REPORT** – The Roadmaster presented his report for the month of June. He made the Township aware of the issue on Matamoras Road regarding a pipe collapsing. A steel plate has been laid over the issue to bide some time. Corey had asked Engineer Steve Roe to provide an estimate to move forward with the repair. The estimate came in at \$3,000. A GP-11 is needed to have it repaired. All options will be investigated.

The Township received a complaint from Mr. Mike Snody regarding potential Stormwater runoff on his property from his neighbor’s pipe which runs under the driveway. Mr. Snody also stated that the lot is being used next to his barn as a parking lot and is experiencing a lot of runoff. He is asking for some conservation practices be enforced. Mr. Chad Lebo spoke and stated that the road is not on Mr. Lebo’s property. The road was put in and DEP came out to inspect and approved all the practices put in place which was 10 years. The pipes installed were to prevent his driveway from washing out. He spoke with the County today and they stated they had no issues with it. The water coming down Middle Road is not his. Mr. Lebo brought to the Board’s attention other stormwater runoff issues on his property. The Conservation District will be going to the site to meet with Mr. Lebo and the Roadmaster has been invited to attend as well. The Conservation District will not proceed until a formal complaint has been filed. There is no authorization for any Township representatives to enter the Lebo property without his consent. The Township has no jurisdiction to enforce anything in this situation.

**Farhat Nuisance** – The Lot was cleaned up. They were asked to make attempts to not shine the light onto the neighboring property.

**Armstrong Valley Winery** – The Township received a complaint about the noise at the winery once again. The time was at 3:22 pm. The decibel report was received and reviewed. A no point in time did the levels fall under the amplified noise violation. Spot checks will be ongoing throughout the season.

**SEO REPORT** – Report dated July 6, 2016 was received and placed on record.

**ADMINISTRATIVE**

**Commercial Insurance Renewal** – The Supervisors received and reviewed Supervisor McBurney’s review and recommendations regarding the Commercial Insurance Renewal. No action was taken.

**Workers’ Compensation Audit for the Township** – Secretary/Treasurer Wentzel provided a report on the Workers’ Comp audit that took place. The payroll numbers reported for insurance were very close to what the final audit numbers. The Township received a bill for \$267.00 for the difference.

**Bridge Construction** – Chairman Bechtel announced that construction will begin early July at the bridge on Rutter Road and will be closed for approximately 10 weeks. This bridge is located just past the Township border in Jackson Township.

## **OLD BUSINESS**

**Sidewalk Grant** – Pete Fleszar, Project Engineer with Glace Associates spoke regarding the sidewalk project and noted that 75% of the sidewalk project is in the Township and 25% is in the Borough. A summary report had been prepared showing that the rate of discharge does not change with the sidewalk. The total project will exist in the State Right of Way. Halifax Township had turned all the Engineering for this project over to the Borough, therefore the Borough is doing this on behalf of the Township. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to excuse the requirement of a Stormwater Management Submission by Glace Associates subject to review by the Township Engineer that the calculations are correct and the best practices are being utilized. Vote called. Motion carries 4-0.

**Fort Halifax – FOFHP** – The Friends of Fort Halifax had submitted a letter to the Township Board of Supervisors requesting permission to perform maintenance and be able to use the Brickhouse during their events, but closed to public access. **Motion** was made by Supervisor Paul and second by Supervisor Schreffler to allow the Friends of Fort Halifax to check the roof, check the carport and paint the window trim on the exterior of the brickhouse. Vote called. Motion carries 4-0.

## **NEW BUSINESS**

**Penn State AG – Free Trees** – The Township received a letter from the Penn State Agriculture and Environment Center offering trees to landowners through a grant. The trees are for landowners interested in planting riparian buffers or converting turf-to-trees. The Supervisors recommended that the letter be placed on the Township website for residents to make application. The deadline for the application is July 31, 2016.

**SWM Fees** – Fees incurred for Stormwater Management have been exceeding the amount required for filing with the Township. Chairman Bechtel asked the Board to think about how to rectify the issue. Discussion was had regarding different options.

## **AGENDA ITEMS FOR NEXT MEETING**

Lehman  
Gypsy Moth Spraying Program for 2017  
Ziegler  
Brothers

## **ANNOUNCEMENTS**

Planning Commission Meeting – Monday, August 1, 2016 – 7:00 p.m.  
Township Supervisors’ Monthly Business Meeting – Monday, August 8, 2016 – 7:00 p.m.  
Fireworks – Fort Halifax Park – July 16, 2016 - Fireworks begin at 9:30 pm

**ADJOURNMENT** – **Motion** was made by Supervisor Bruner and second by Supervisor Paul to adjourn the meeting at 9:46 pm. Vote called. Motion carries 4-0.

**Respectfully Submitted,**

**Wendy M. Wentzel**  
**Secretary**