

**HALIFAX TOWNSHIP
BOARD OF SUPERVISORS
102 Fisher Street, Halifax
MONTHLY BUSINESS MEETING MINUTES
May 11, 2015**

CALL TO ORDER – Chairman Bechtel called the meeting to order at 7:10 pm followed with the Pledge of Allegiance.

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

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

EXECUTIVE SESSION – Executive session was held from 6:30 pm until 6:55 pm to discuss matters of litigation.

BID OPENING – Chairman Bechtel opened the paving bids and went over the bid amounts submitted. The Board instructed the Roadmaster to review the bids and come back to the Board later on the agenda to discuss.

PUBLIC COMMENT PERIOD – Flo Mallonee – commended Corey Stazewski, Township Roadmaster, for how organized the cleanup days were at the Township building. She also commented that non-residents have asked where the United States flag is located at the Fort Halifax and deferred further comment on the issue until the Roadmaster's report. **Norma Shearer** – gave a report on the success of the festival held at Fort Halifax on May 2nd. She also made mention about the items sitting at the recycle bins and asked if the Township could collect them and place them in our cleanup piles. Corey stated that the Borough typically cleans that up in a day or two, but he would reach out to the Borough Manager, if necessary.

SECRETARY/TREASURER REPORT

Paid Interim Bills – Motion was made by Supervisor Paul and seconded by Supervisor Schreffler to approve the paid interim bills. Vote called. Motion carried 5-0. **Current Unpaid Bills – Motion** was made by Supervisor Paul and seconded by Supervisor Bruner to pay the current unpaid bills. Vote called. Motion carried 5-0. **Minutes – Motion** was made by Supervisor Schreffler and seconded by Supervisor Paul to approve the Minutes from the April 13, 2015 Board of Supervisors Monthly 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 for audit at a later time.

EMC REPORT – Tim Neiter sent an email to the Township relaying that the Supervisors are required to get certified with the ICS 100 and ICS 700.

PLANNING COMMISSION RECOMMENDATION – Chairperson Flo Mallonee reported that no Planning Commission meeting was held in April due to no new business being submitted and no old business to follow up on.

ENGINEER REPORT – Engineer Tom Wilson presented April report dated April 28, 2015 and reviewed what was on his report. It was stated that the Borough and the Township should evenly split the engineering fees associated with the Sidewalk Grant. A Memorandum of Understanding is suggested and or an Intermunicipal agreement between Halifax Borough and Halifax Township for the sidewalk grant.

Motion was made by Supervisor Paul and second by Supervisor McBurney to accept Glace & Associates to be the reviewing Engineers for development of the Halifax Commons since K & W's clients have asked them to do the land development for that piece of property. Vote called. Motion carried 5-0. Kick-off meeting will be held May 19, 2015 for the Halifax Commons property. The Chairman of the Supervisors, the Planning Commission Chairman, the Solicitor and the Engineers will be in attendance.

SOLICITOR REPORT – Solicitor Warshawsky presented his report dated May 8, 2015 for services in April. Nuisance issue at 1059 N. River Road will be on next month's agenda since the pre-nuisance letter had just been mailed and the time allotted for a response has not passed.

ROADMASTER REPORT – Roadmaster Stazewski presented his report dated May 11, 2015. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to approve the hiring of Keith Pottiger as part time employee. Vote called. Motion carried 5-0. **Motion** was made by Supervisor Paul and second by Supervisor McBurney to approve the base work on Kinsinger Road. Vote called. Motion carried 5-0. **Motion** was made by Supervisor Paul and second by Supervisor Schreffler to approve the purchase of a flag pole and erected by the big rock at Fort Halifax Park. Vote called. Motion carried 5-0.

ADMINISTRATIVE: The Township is looking at upgrading the aircard to a MiFi with Verizon. This can be used in the event the EOC is opened and access is needed. There would be no additional fee on the current Verizon bill.

SEO REPORT – The SEO Report dated May 8, 2015, was submitted and made part of the records.

OLD BUSINESS

Matamoras (former Jorich Subdivision) – In April of 2014, the Township reached out to the landowners of the former Jorich Subdivision. The Engineer had prepared new as built plans which accurately reflected the storm water management on those parcels which differed from the storm water management which was approved in the subdivision. That plan was recorded at the Courthouse. And in addition to the plan, the Board authorized the Solicitor to prepare a Memorandum of Understanding by and between the landowners and the Township to memorialize the different yet still compliant storm water management. In the event the landowners sell their land, an accurate plan would have been on record. Mr. Bettis, one of the landowners, was present and after further discussion, he chose not to sign the Memorandum of Understanding at this time. He was given options by the Township Engineer for the process of making modifications.

Market Street – A proposal from Dauphin County EMA was received in reference to the Market Street addresses. None of the residents on this lane were present at the meeting. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to change the Market Street addresses to 105, 115 and 121 Parkview Drive. Vote called. Motion carried 5-0.

Kennel Ordinance – **Motion** was made by Supervisor Paul and second by Supervisor McBurney to adopt the Dog Kennel Ordinance as proposed and advertised. Vote called. Motion carried 4-1.

NEW BUSINESS

Route 225 Traffic Study Request – No action was taken to request a study to reduce the speed limit.

Press Release for Manure Spreading – **Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to place a press release in the Upper Dauphin Sentinel to remind those to do their diligence in storing manure during the summer. Vote called. Motion carried 5-0.

PennDOT Snow Removal Contract Renewal – Motion was made by Supervisor Paul and second by Supervisor Bruner to approve the five year snow contract renewal for Powells Valley Road between Halifax Township and PennDOT. Vote called. Motion carried 5-0.

Key Lock Boxes – Resolution 02-01 – Recommended that we receive some input from Light Heigel and table until next month’s Board of Supervisors Monthly Business Meeting.

Auditor’s Report – Supervisor Bechtel gave a report on the Auditor’s meeting. There were no findings and both audits were reported as clean. This audit matches DCED. **Motion** was made by Supervisor Paul and second by Supervisor Bruner to move the \$2,000.00 for the Secretary Stipend to the audit line budget item. Vote called. Motion carried 5-0.

Burning Ordinance – This item has been tabled until next month’s Board of Supervisors Monthly Business Meeting.

Clarification was made by Chairman Bechtel regarding Dr. Oerner’s article in the Upper Dauphin Sentinel. In the article she states that she met with the Board of Supervisors when in fact, she only met with two Supervisors and it was on a non-related issue. The meeting was related to Quail Commons.

Bid Approval – Motion was made by Supervisor Paul and second by Supervisor Schreffler to award the bid to Meckley’s Limestone for the road paving projects on Parmer Drive, Kinsinger Road and part of Lehman Road in the amount of \$240,487.32. Vote called. Motion carried 5-0.

Motion was made by Supervisor McBurney and second by Supervisor Paul to approve Martin Paving for the tar and chip bid for road projects on Ebenezer Road, McClellan Road and part of Lehman Road in the amount of \$56,715.95. Vote called. Motion carried 5-0.

AGENDA ITEMS FOR NEXT MEETING

- Jorich Subdivision
- Burning Ordinance
- Nuisance – North River Road
- Key Lock Box Ordinance
- Halifax Sheetz Store – SR 225 and SR 147 Highway Occupancy Permit

ANNOUNCEMENTS

- Primary Election Day – May 19, 2015
- Planning Commission Meeting – June 1, 2015
- Township Business Meeting – June 8, 2015
- UCC Board of Appeals – May 27, 2015 – Halifax Township Building 7:00 p.m.

ADJOURNMENT – Motion was made by Supervisor Bruner and seconded by Supervisor Schreffler to adjourn the meeting at 9:34 pm. Vote called. Motion carried 5-0.

Respectfully Submitted,

Wendy M. Wentzel
Secretary