

HALIFAX TOWNSHIP
102 Fisher Street
BOARD OF SUPERVISORS
MONTHLY BUSINESS MEETING MINUTES
September 11, 2017 – 7:00 p.m.

CALL TO ORDER - Chairman Bechtel called the meeting to order at 7:05 pm followed with the Pledge of Allegiance.

ROLL CALL - Supervisors Bechtel, Bruner, Paul, Schreffler, and McBurney are present along with Engineer Frank Gally, Solicitor Warshawsky, Roadmaster Corey Stazewski and Secretary Wendy M. Wentzel.

RECORDING MEETING – In addition to the Secretary, there is one other person recording the meeting periodically.

EXECUTIVE SESSION – An executive meeting was held this evening from 6:30 pm until 6:50 pm to discuss matters of litigation.

PUBLIC COMMENT PERIOD – Colleen Smith – commended the Supervisors for starting the meeting with the pledge of allegiance being that it is 9/11. She stated that her presence at the meeting was due to a British flag flying on the gazebo at the Fort Halifax Park and not a flag of the United States of America. She also asked if permission was given to fly the British flag there. She also asked who to maintained Fort Halifax Park and asked if volunteers are insured. It was confirmed that volunteers are insured.

Chris Blose, a representative of the Halifax Borough Council, explained the decline in volunteer firefighters and the incentive being proposed. He explained that Act 172 tax rebate is laden with red tape. The Borough is asking that other municipalities participate in an incentive for emergency responders. If it is not feasible, then the Township pass an ordinance in support of Act 172. Mr. Blose is also presenting this to COG. He stated that he will come back to the Township with what the Borough decided about a monetary value on the incentive for the responders making 25% or more.

Norma Shearer – Thanked both the Township and Halifax Borough for the sidewalk project currently under construction.

SECRETARY/TREASURER REPORT

Paid Interim Bills – Motion was made by Supervisor Paul and second by Supervisor McBurney to approve the paid interim bills thru September 11, 2017. Vote called. Motion carries 5-0. **Current Unpaid Bills – Motion** was made by Supervisor Schreffler and second by Supervisor Paul to pay the unpaid bills as of September 11, 2017. Vote called. Motion carries 5-0. **Minutes – Motion** was made by Supervisor McBurney and second by Supervisor Schreffler to approve the meeting minutes of August 14, 2017 with a change to be made to the Motion in the Matamoras Road Pipe section to read “to use reinforced concrete pipe”. Vote called. Motion carries 5-0. **Financial Report** – Placed on file for audit at a later period.

EMC REPORT – None

PLANNING COMMISSION REPORT – Chairperson Mallonee submitted her report dated September 6, 2017 which has been made a permanent part of the Minutes. Recommended for approval with no contingencies were the plans submitted by Borough of Halifax Subdivision of Land for DCNR. There was no representation for the Farhat Subdivision/Land Development, therefore an extension will be required or the plans be denied. Accepted for review were plans submitted for a medical building on South River Road.

Halifax Borough Subdivision for Land for DCNR – **Motion** was made by Supervisor Bruner and second by Supervisor Paul to approve the plans as submitted without any conditions after discussion regarding a note on the plan

that states it is a non-buildable lot, and requirement by DEP is that the Applicant file form DEP-3850-FM-BCW034. Vote called. Motion carries 5-0.

ENGINEER REPORT – Engineer Gally provided an overview of his report dated August 25, 2017 with the Board of Supervisors for services during the month of August. This report has been placed on record.

Lot #18 Dustin Drive – Engineer Gally went to the site and gave a report on his findings. Everything was constructed according to plans that were submitted and approved.

SOLICITOR REPORT – Solicitor Warshawsky presented his report dated September 8, 2017 and provided an overview of the items in his report. Bold text items are on the agenda. **207 Tourist Park Road – Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to send a formal nuisance letter to begin the process of triggering the requirements of the Nuisance Ordinance. Vote called. Motion carries 5-0.

ROADMASTER REPORT – Roadmaster Stazewski submitted his report for August which will be placed on record. He reported that the new truck will be assembled in two weeks. Also, he reminded the Board regarding the decision on removing the garage doors from the brickhouse at Fort Halifax Park. The Board asked him to get an estimate for a cinder block wall and a solid concrete wall to present to the Board next month.

SEO REPORT – Reports from SEO McFeaters dated September 4, 2017 and Alternate SEO Light-Heigel dated September 11, 2017 for July's activities was received and placed on record.

ADMINISTRATIVE

Annual Township Convention – Chairman Bechtel announced that the banquet for the Dauphin County Association of Township Officials will be held on October 5, 2017 from 5:00 – 9:00 pm with dinner beginning at 6:00pm. The invitation is open to Township Supervisors, Secretaries, Treasurers, Auditors, Tax Collectors and Roadmasters. Officials can be reimbursed for mileage and an attendance fee. RVSP by September 22nd.

Stormwater Management Seminars – Chairman Bechtel announced the date of September 13, 2017 for a Stormwater Management Workshop being held at the Upper Paxton Township Building from 10:00 am until noon. There is also another Stormwater Management Seminar being held on September 19, 2017 at the Dauphin County Agricultural and Natural Resource Center from 8:30 am to 3:30 pm.

2018 Budget Workshop Dates – **Motion** was made by Supervisor McBurney and second by Supervisor Bruner to hold budget workshops on Monday, October 16th and Monday, October 30th, 2017 at 7:00 pm. Vote called. Motion carries 5-0.

Plan Escrow Interest – Solicitor Warshawsky is having it researched and will report back at next month's meeting.

Funeral Bereavement – The Supervisors are asked to consider options for the Employees' Handbook a specific policy for funeral bereavement. Solicitor Warshawsky will produce sample policies at the next meeting.

West Nile – Dauphin County found another mosquito that tested positive for the West Nile Virus at the Water Sewage Plant on August 25, 2017.

HATS Report – The Township received a HATS report having to do with Halifax and the truck traffic and the 90-degree angle turns. Chairman Bechtel talked to John Fulponi from Senator DiSanto's office regarding concerns for proposed red lights. The document is available to view by the public.

2016 Audit Report – The Township received its financial audit report for 2016 with no findings found.

OLD BUSINESS

Fort Halifax Artifacts – **Dane Snyder:** Reviewed the Gift Agreement received by the Township and noted that it was a standard. He explained how the process works. **Motion** was made by Supervisor Bruner and second by Supervisor

Paul to waive the reading of the Resolution Appointing Dane Snyder as the Township's Volunteer Liaison to the Pennsylvania Historical and Museum Commission and Archeological Coordinator with Respect to all Archeological Matters related to Fort Halifax Park. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Paul and second by Supervisor McBurney to adopt the Resolution Appointing Dane Snyder as the Township's Volunteer Liaison to the Pennsylvania Historical and Museum Commission and Archeological Coordinator with Respect to all Archeological Matters related to Fort Halifax Park. Vote called. Motion carries 5-0.

Pawnee Lane – Motion was made by Supervisor McBurney and second by Supervisor Paul to accept the temporary solution and give him until November 13th and have inspection performed by the Permit Officer. Vote called. Motion carries 5-0.

1005 N. River Road – The owners were not present but, Engineer Gally gave an update the situation involving the structure recently place at this address. The owners of the property contacted DEP which determined that the structure is not within the floodway which was 40 feet from the top of the bank, resulting in no permit required by DEP. However, the structure was in the floodplain, therefore, the floodplain requirements and the Township Subdivision and Land Development Ordinance come into play in obtaining a building permit from the Township. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler authorizing the Solicitor and Engineer to send a letter to the parcel owners to comply with the building permit application process. Vote called. Motion carries 5-0.

631 Matamoras Road – Motion was made by Supervisor McBurney and second by Supervisor Paul to accept the documentation received by the Township indicating that the neighbors were ok with the situation caused by filling of the ravine. Vote called. Motion carries 5-0.

Farhat Land Development – Motion was made by Supervisor Bruner and second by Supervisor Paul to accept the request to extend the time for the Farhat Land Development Plan to December 11, 2017. Vote called. Motion carries 5-0.

Matamoras Road Culvert – Motion was made by Supervisor Schreffler and second by Supervisor Paul to rescind last month's motion for funding of the Matamoras Road Culvert. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Paul and second by Supervisor McBurney to take 100% of the monies out of the General Fund to fund the Matamoras Road Culvert pipe. Vote called. Motion carries 5-0.

NEW BUSINESS

Camp Hebron – Traffic Signs – A request was made by Camp Hebron to place crosswalk signs on Camp Hebron Road. Crosswalk signs cannot be place without a Traffic Study. Other signs could be considered without a traffic study. After a discussion, the Board asked the Engineer to research options. This will be placed on the agenda for next month.

Warfel Tree Removal – Motion was made by Supervisor Paul and second by Supervisor Bruner to authorize the Roadmaster and his crew to remove the tree on Ridge Road. Vote called. Motion carries 5-0.

Butcher SWM – Motion was made by Supervisor Paul and second by Supervisor Schreffler to grant a waiver for Stormwater requirements per Engineer Gally report and have a modified O & M Agreement indemnifying the Township and to ensure what is installed is in fact what is being put in. Vote called. Motion carries 5-0.

Landis SWM – Motion was made by Supervisor Paul and second by Supervisor Schreffler to have a letter sent to Mr. Landis giving 60 days to have the old house removed to comply with the Stormwater Management Plan submitted. Vote called. Motion carries 5-0.

Cedars Corner Lot – Motion was made by Supervisor McBurney and second by Supervisor Bruner to send a nuisance letter to the parcel owner to mow and clean up the lot. Vote called. Motion carries 5-0.

AGENDA ITEMS FOR NEXT MEETING

1005 N. River Road
Pawnee Lane
Plan Escrow
Bereavement
Traffic Study
Brickhouse

ANNOUNCEMENTS

September 12th and September 26th - Senator DiSanto – 9:00 am til noon
September 18th – September 22 – Halifax Township Administrative Office - CLOSED
October 2nd – Planning Commission Meeting – 7:00 pm
October 9th – Board of Supervisors Monthly Meeting – 7:00 pm

ADJOURNMENT

Motion was made by Supervisor Bruner and second by Supervisor Paul to adjourn at 9:41 pm. Vote called.
Motion carries 5-0.

Respectfully Submitted,

Wendy M. Wentzel
Secretary