

**HALIFAX TOWNSHIP**  
**102 Fisher Street**  
**BOARD OF SUPERVISORS**  
**MONTHLY BUSINESS MEETING MINUTES**  
**April 9, 2018 7:00 p.m.**

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

A moment of silence was held for the passing of Frank Gally, a former engineer with K & W Engineers who performed services for the Township.

**ROLL CALL** - Supervisors Bechtel, Bruner, Schreffler and McBurney are present along with Solicitor Warshawsky, Engineer Tom Wilson, Corey Stazewski and Secretary Wendy M. Wentzel. Supervisor Paul was not present.

**RECORDING MEETING** – No one other than the Recording Secretary is recording this evening’s meeting.

**EXECUTIVE SESSION** – None

**PUBLIC COMMENT PERIOD** – **Norma Shearer** of the Friends of Fort Halifax announced that the Fort Halifax Festival will be on May 5<sup>th</sup> from 10:00 am until 5:00 pm. She asked that the Brickhouse be open from Thursday through Sunday for that weekend. The Board agreed to her request. **Anthony Stever** of 95 Kinsinger Road addressed a concern regarding stormwater runoff onto his property from a property a couple lots away that flows through the lot that was sold at auction. His concern is once new construction begins, the stormwater issue could become worse. The Board stated that the builder will be required to submit a Stormwater Management Plan. **Stephen Auman** shared that he brought a complaint against A to Z Construction to the Board ten months ago. He was told that the equipment sitting on the roadside of the hill would be moved to the back of the hill that is not visible from the road within 8 to 10 months and noted that there has not been a good faith effort on A to Z Construction’s part to move the equipment. Solicitor Warshawsky noted that a permit could not be issued to stone the area for the equipment to be moved and that the E & S Plan submitted needs to be reworked. An extension was granted until May for the plans. The nuisance complaint that was to be addressed in April will be addressed in May.

**SECRETARY/TREASURER REPORT**

**Paid Interim Bills – Motion** was made by Supervisor McBurney and second by Supervisor Schreffler to approve the paid interim bills thru April 8, 2018. Vote called. Motion carries 4-0. **Current Unpaid Bills – Motion** was made by Supervisor Schreffler and second by Supervisor McBurney to pay the unpaid bills as of April 9, 2018. Vote called. Motion carries 4-0. **Minutes – Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to approve the meeting minutes March 12, 2018 meeting. Vote called. Motion carries 4-0. **Financial Report** – Placed on file for audit at a later period.

**EMC REPORT** – EMC Tim Neiter was present let the Board know that he submitted the NARM to the County for the Township. Roadmaster Stazewski asked EMC Neiter about the Declaration of Emergency and the procedure of being notified since the Township isn’t being notified. EMC Neiter will check into it.

**PLANNING COMMISSION REPORT** – Chairperson Mallonee was present and reported that there was nothing new for the regular meeting of the Planning Commission held other than Bill Burch being present with sketch plans for the new Lisi’s retail building at the current Shell Gas Station location. The SALDO was discussed along with the changes. Solicitor Warshawsky is working on separating the Stormwater Management from the SALDO. He is also working on the private road issues.

**ENGINEER REPORT** – Engineer Wilson submitted his report dated March 30, 2018 for services during the month of March 2018 and was placed on record. No action was taken.

**SOLICITOR REPORT** – Solicitor Warshawsky presented his report dated April 4, 2018 for services during March and provided an overview of the items in his report. The report will be placed on record. Bold text items are on the agenda. **UDITO** – No change in status. **Tourist Park Nuisance** – No change. A letter was sent reminding the residents about clean-up day. **Fort Halifax Railroad Crossing** – Obtained the name of the attorney to speak to regarding the agreement. **Brown/Hoover** – Solicitor Warshawsky met with SEO Brian McFeaters. His daughter will be acting primarily as the SEO due to his health issues. SEO McFeaters' concern at this point is the existing cesspool could collapse on itself. He will look at all the paperwork provided to him that Solicitor Warshawsky received from Light-Heigel and then circle back. Because the cesspool is on the Hoover property, a notice of violation will be done for both the Browns and the Hoover to address the potential for collapse due to the integrity of the wall. **Middle Road** – It will be another month before that work can be started. **Fisher Alley Real Estate Purchase** – **Motion** was made by Supervisor McBurney and second by Supervisor Schreffler to have Chairman Bechtel execute the Authorization to allow the Solicitor to sign all necessary documents and the Purchaser's Affidavit that the Title Company requires for the closing of the sale of the property of the Carl Snyder Estate to be held either Friday, April 13<sup>th</sup> or Monday, April 16<sup>th</sup>. Vote called. Motion carries 3-0-1 with an Abstention by Supervisor Bruner. **Motion** was made by Supervisor Schreffler and second by Supervisor McBurney to have the funds for the purchase of the Fisher Alley Real Estate to come out of the Capital Improvements Account. Vote called. Motion carries 3-0-1 with an abstention by Supervisor Bruner.

**ROADMASTER REPORT** – Roadmaster Stazewski submitted his report for March which will be placed on record. The Township received a letter from the Friends of Fort Halifax for assistance in mowing of Fort Halifax. The Roadcrew will assist with the mowing. This will take approximately eight hours each time it is mowed. The Assistant Roadmaster reported to the Roadmaster that there are grant monies available to get self-contained cameras for illegal dump spots. One of the areas for these cameras would be on the upper part Middle Road close to the Upper Paxton Township line. Corey will reach out to Upper Paxton Township about getting going together on this grant for cameras for this area.

Brush Area – Chairman Bechtel and Corey met with Mayor Jeff Enders regarding the brush area. They talked about having the brush area open certain days at certain times and being manned. The key is still assessable at other times by Borough residents contacting the Borough and township residents contacting the Township. Possibility for times will be Friday 8:00 am til 7:00 pm and Saturday 8:00 til 1:00 pm. They are considering trying it for a season and see how it goes. They were considering starting May 1<sup>st</sup> thru October 28<sup>th</sup>. Mayor Enders suggested hiring someone to man it and split the cost between each municipality. A log will be kept with the name, address, driver's license and address of where the brush is coming from. **Motion** was made by Supervisor Schreffler and second by Supervisor McBurney to have the Borough hire personnel to man the brush area and split the cost with the Township. Vote called. Motion carries 4-0.

**Kieffer Road Survey** - Roadmaster Stazewski note that the center of the road needs to be marked. The Township asked Engineer Tom Wilson to place field pins along .57 miles. Discussion took place about different options for paving. No decision to pave until they decide what to do. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to have Engineer Wilson stake the right of way for Kieffer Road from Route 225 to Tobias Road. Vote called. Motion carries 4-0.

**Tar and Chipping** – Roads for tar and chipping in 2018 are Keiffer Road; Tobias Road, and Dunkle School Road from the Township Line to the intersection; Tobias Road from Intersection to Township Line; Dunkle School Road from paving notch to Seiders Road; Hill Top Road from Dunkle School to cul-de-sac; Round Top Road from Dunkle School Road to Manor Drive; Manor Drive from Round Top Road to cul-de-sac; Cornfield Drive from Dunkle School Road to cul-de-sac; Ridge Road from notch to line; Kieffer Road to Baddorf Road to Township Line. The estimated cost for tar and chipping is \$138, 985. The only paving to be considered is Konick Road. The estimated cost for paving Konick Road 22 feet wide is \$77,600. **Motion** was made by Supervisor McBurney and second by Supervisor Bruner to advertise for bids for the 2018 Tar and Chipping, Konick Road paving and the base paving on Kieffer Road Project. Vote called. Motion carries 4-0.

It was reported that the beams are flaking on the bridge on Hershey Road. This will be a project for later this year.

**Kieffer Road – Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to waive the reading of the Resolution for the Deeds of Dedication for Kieffer Road. Vote called. Motion carries 4-0. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to approve the Resolution for the Deeds of Dedication. Vote called. Motion carries 4-0.

**SEO REPORT** – No report as there was no activity during the month of March.

#### **ADMINISTRATIVE**

**Tax Collector Bank Account** – Secretary Wentzel informed the Board that the account for the Township’s tax collector was moved to Mid Penn Bank due to the conflict of the Deputy Tax Collector’s employment with Riverview Bank.

**Safe Donation** – Mr. Reed Lebo contacted the Township and asked if the Township was interested in a safe that he owned. The Township gladly accepted the donation. A thank you letter will be sent to Mr. Lebo.

**HARA Thank You Letter** – Chairman Bechtel read the letter received by the Township for the donation received by the Halifax Area Recreation Authority.

#### **OLD BUSINESS**

**Act 172** – After some discussion, this item was tabled until next month. The Township is looking at the EIT credit up to \$250 and will wait to hear from other municipalities.

**207 Tourist Park Road** – See Under Solicitor’s Report

**Employee Handbook** – The Board asked Solicitor Warshawsky to make a few changes for next month’s adoption.

**Act 537** – On agenda for next month.

**Public Safety Committee** – A safety committee was formed to review certain expenditures that the local fire companies spend. Scott McBurney attended the first meeting. They are looking at the other municipalities in working on implementing a fire tax. Supervisor Schreffler agreed to serve on the committee. They will meet on the 4<sup>th</sup> Thursday of each month.

**Private Roads** – The Board will review the memo from Engineer Wilson which the Planning Commission approved on April 3, 2017 for next month’s meeting.

#### **NEW BUSINESS**

**Annual Insurance Renewal** – Nathan Troutman of Deibler, Straub & Troutman was present to go over the Township’s insurance renewal policy which covers May 1, 2018 through April 30, 2018. Motion was made by Supervisor Schreffler and second by Supervisor McBurney to renew the annual insurance coverage with Deibler Straub & Troutman. Vote called. Motion carries 4-0.

**HRG – Lake Tobias Traffic Control Plan** – On agenda for next month

**Reed Township** – Reed Township EMC had contacted the Township for assistance with the Township’s backhoe in moving a burn pile to assist in extinguishing the fire. Discussion took place regarding compensation for the use of the backhoe and employee time. The cost incurred by the Township was roughly \$800.

Roadmaster Stazewski brought up discussion about plowing Reed Township. **Motion** was made by Supervisor McBurney and second by Supervisor Bruner to send a letter to Reed Township inviting them to the next meeting to discuss services currently being provided. Vote called Motion carries 4-0.

**Rocket Flying – Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to approve rocket flying on May 5<sup>th</sup> and August 4<sup>th</sup>. Vote called. Motion carries 4-0.

## **AGENDA ITEMS FOR NEXT MEETING**

Act 172

Act 537

Employee Policy Handbook

Private Roads

Lake Tobias Traffic Control Plan

## **ANNOUNCEMENTS**

April 10, 2018 – Senator John DiSanto’s Office – 9:00 – Noon at Municipal Building

April 24, 2018 – Senator John DiSanto’s Office – 9:00 – Noon at Municipal Building

May 5, 2018 – Fort Halifax Days 10:00 am – 5:00 pm

May 7, 2018 – Planning Commission Meeting – 7:00 pm

May 11<sup>th</sup> and 12<sup>th</sup> – Township Clean-up Days

May 14, 2018 – Board of Supervisors Meeting – 7:00 pm

## **ADJOURNMENT**

**Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to adjourn at 10:03 pm. Vote called. Motion carries 4-0.

**Respectfully Submitted,**

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