

**HALIFAX TOWNSHIP
BOARD OF SUPERVISORS
MONTHLY BUSINESS MEETING MINUTES
JANUARY 12, 2015**

CALL TO ORDER: Chairman Bechtel called the meeting to order at 7:02 pm followed with the Pledge of Allegiance and a moment of silence was held with the passing of Florence McGuire who served on various committees for the Township.

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

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

EXECUTIVE SESSION: Chairman Bechtel noted that there was executive session held prior to the Special Budget Meeting on December 15, 2014 which took place from 6:40 – 6:55 pm. to discuss personnel matters.

PUBLIC COMMENT PERIOD: **Bill Burch** spoke in reference to the Long/Rode Subdivision and requested that the Board take action on the request for a variance in a letter dated June, 2014 to the Planning Commission. **Flo Mallonee** inquired about the Township Website and when it was going to be up and running. She also indicated that she is receiving calls about the Colonial flags being displayed at Fort Halifax Park and no American flag is visible from Route 147. **Fred Ford** deferred comment. **Frank Wilmarth** noted that he did not make the deadline for getting on the agenda and that for the next Board of Supervisors Meeting in February, the Park Committee has proposed three issues for consideration. They include trails, a progressive geo cache find, and approval of the 12th annual festival on May 2nd and the 12th annual 5th grade Halifax area education day.

SECRETARY/TREASURER REPORT: **Paid Interim Bills: Motion** was made by Supervisor Paul and seconded by Supervisor 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 Schreffler to accept the approval to pay the current unpaid bills. Vote called. Motion carried 5-0. **Minutes: Motion** was made by Supervisor Paul and seconded by Supervisor McBurney to approve the Minutes of December 8, 2014 for permanent record. 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: No report submitted.

PLANNING COMMISSION RECOMMENDATION: Camp Hebron Equestrian Facility: Motion was made by Supervisor McBurney and seconded by Supervisor Paul to approve the waivers 1-4 on Engineer Tom Wilson's report. Vote called. Motion carried 5-0. **Motion** was made by Supervisor McBurney and seconded by Supervisor Bruner to approve the Plan with contingencies 1-3 as outlined on Engineer Tom Wilson's report dated January 8, 2015. Vote called. Motion carried 5-0.

ENGINEER REPORT: Engineer Tom Wilson discussed his submitted report dated January 6, 2015. He discussed his attendance at the Tri County Regional Planning Commission representative to review the application submitted for the sidewalk grant. **Motion** was made by Supervisor Paul and seconded by Supervisor Bruner to move forward with a sketch plan be prepared and submitted to TCRPC with a cost of \$1,000 in fees for preparation by K&W. Vote called. Motion carried 5-0. Final Approval of SALDO Plans – Discussion was had regarding process of signing the plans by the Township.

SOLICITOR REPORT: Solicitor Bruce Warshawsky discussed his submitted report dated January 7, 2015. Masser Nuisance – Default judgment in the amount of \$112 was rendered by the District Justice. Defendant was 30 days appeal judgment. **Motion** was made by Supervisor Bruner and seconded by Supervisor McBurney to have a letter drafted and sent by the Township Solicitor to the Defendant advising him that he has until the date of the next Board of Supervisors’ meeting to pay the judgment. Vote called. Motion carried 5-0. **PLCB:** PLCB has granted a 3-year exemption. **UDITO:** Inconsistencies were found but believes they will figure it out.

ROADMASTER REPORT: Corey Stazewski, Roadmaster, read his submitted report. Discussion was held the speed signs in the Lenker Estates. No action taken.

ADMINISTRATIVE:

Computer access to the public: Discussion was brought by Supervisor McBurney about a computer available in the meeting room as to whether to make it available to the public for use of making application for jobs. Hours of availability need to be determined. Supervisor McBurney will be working on the rules for use by the public for next month’s meeting.

Motion to Vacate Approval of CPA: **Motion** was made by Supervisor Bruner and seconded by Supervisor Paul to vacate the approval of an outside auditing firm dated October 15, 2014. Vote called. Motion carried 5-0. **Motion** was made by Supervisor Schreffler and seconded by Supervisor Bruner to advertise the special meeting being held February 12, 2015 to appoint an outside CPA firm to audit the 2014 records of the Township. Vote called. Motion carried 5-0.

Second Class Township Code Books: **Motion** was made by Supervisor Bruner and seconded by Supervisor Schreffler to purchase two Second Class Township Code Books. Vote called. Motion carried 5-0.

Approval of Auditors Minutes – Re-Org: **Motion** was made by Supervisor McBurney and seconded by Supervisor Paul to approve the Minutes of the Board of Auditors’ Re-Org meeting of January 6, 2015. Vote called. Motion carried 5-0.

Paying Certain Vendor Bills online: **Motion** was made by Supervisor McBurney and seconded by Supervisor Paul to allow the Secretary/Treasurer to pay what bills we can online. Vote called. Motion carried 5-0.

Outsourcing Payroll and Tax Returns associated with Payroll: Brief discussion was held on outsourcing payroll along with the quarterly payroll tax returns. No action was taken and tabled until the next Board of Supervisors meeting so that more numbers can be gathered to support this.

SEO REPORT: Report by Light-Heigel & Associates was submitted on January 9, 2015 and made part of these Minutes.

OLD BUSINESS:

North Riverview Drive: Residents Michelle Wagner, Michael Wagner and Roger Jury spoke in regards to their concerns with the change in the name of their road. Their concern was that they already had a physical address. They reside on a private lane. They feel that this change does not remedy the issue of being able to easily find the residences. They were advised to contact Dauphin County EMA and speak to Joe Gaughn to address their concern.

NEW BUSINESS:

Approval of Deputy Tax Collector and Resolution Establishing Fees Charged by the elected Real Estate Tax Collector: **Motion** was made by Supervisor Paul and seconded by Supervisor Bruner to dispense the reading of the Resolution. Vote called. Motion carried 5-0. **Motion** was made by Supervisor Schreffler and seconded by Supervisor Bruner to approve the Resolution Establishing Fees Charged by the elected Real Estate Tax Collector and the approval of the Deputy Tax Collector. Vote called. Motion carried 5-0.

U.C. Trust Ordinance: **Motion** was made by Supervisor Bruner and seconded by Supervisor Paul to advertise the meeting date to approve the UC Trust Ordinance. Vote called. Motion carried 5-0.

Resolution to Establish a Fee Schedule in Accordance with SALDO: **Motion** was made by Supervisor Bruner and seconded by Supervisor Paul to dispense of the reading of the Resolution to Establish a Fee Schedule in Accordance with SALDO. Vote called. Motion carried 5-0. **Motion** was made by Supervisor Schreffler and seconded by Supervisor Bruner to approve the Resolution to Establish a Fee Schedule in Accordance with SALDO. Vote called. Motion carried 5-0.

Meeting - Senator Teplitz/Funks: Two Supervisors will be in attendance at this private meeting scheduled for Friday, January 16th at the request of Senator Teplitz. The Funks will be attending. **Motion** was made by Supervisor Bruner and seconded by Supervisor Paul to allow an invitation be extended to all other affected landowners with this issue. Vote called. Motion carried 5-0.

Fort Halifax Park: **Motion** was made by Supervisor Bruner and seconded by Supervisor Paul to approve the use of the park for Friends of Halifax Festival on May 2, 2015 and the annual 5th Grade Education Day on May 1, 2015. Vote called. Motion carried 5-0.

AGENDA ITEMS FOR NEXT MEETING:

- Computer in Meeting Room
- Outsourcing Payroll
- UC Trust Ordinance

ANNOUNCEMENTS:

UDCOG – next meeting scheduled for January 15, 2015 at the Halifax Township Building, refreshments at 6:30 p.m., meeting begins at 7:00 p.m.

Planning Commission Meeting: next meeting scheduled for February 2, 2015 at 7:00 p.m.

Township Meeting: next meeting scheduled for February 9, 2015 at 7:00 p.m.

Township Special Meeting on February 12, 2015

ADJOURNMENT: **Motion** was made by Supervisor Bruner and seconded by Supervisor Schreffler to adjourn at 8:55 pm. Vote called. Motion carried 5-0.

Respectfully Submitted,

Wendy M. Wentzel
Secretary