

**HALIFAX TOWNSHIP**  
**102 Fisher Street**  
**BOARD OF SUPERVISORS**  
**MONTHLY BUSINESS MEETING MINUTES**  
**February 8, 2016 – 7:00 p.m.**

**CALL TO ORDER** – Chairman Bechtel called the meeting to order at 7:12 pm followed with the Pledge of Allegiance.

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

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

**EXECUTIVE SESSION** – There was an executive session held February 8, 2016 from 6:27 – 6:50 pm. regarding items of personnel and litigation.

**PUBLIC COMMENT PERIOD** – **Flo Mallonee** spoke and commended the Township road crew for their plowing efforts during the most recent record snowfall. She also asked that everyone attend the School Board meeting on February 9, 2016.

**SECRETARY/TREASURER REPORT**

**Paid Interim Bills – Motion** was made by Supervisor McBurney and second by Supervisor Paul to approve the paid interim bills thru February 8, 2016. Vote called. Motion carries 5-0.

**Current Unpaid Bills – Motion** was made by Supervisor Paul and second by Supervisor Schreffler to pay the unpaid bills as of February 8, 2016. Vote called. Motion carries 5-0.

**Minutes – Motion** was made by Supervisor Paul and second by Supervisor Schreffler to approve the Minutes of the January 11, 2016 monthly business meeting. Vote called. Motion carries 5-0.

Vote called. Motion carries 5-0. **Financial Report** – Placed on file for audit at a later time.

**EMC REPORT** – No Report

**PLANNING COMMISSION RECOMMENDATION** – Chairperson Mallonee stated that there were not any items for the Agenda for the last Planning Commission meeting in February, 2016, therefore no meeting was held.

**ENGINEER REPORT** – Engineer Steve Roe presented his report dated February 1, 2016. The report was made part of the permanent records.

**SOLICITOR REPORT** – All action items on Solicitor Warshawsky's report are on the agenda with the exception of the **Kline Nuisance** to which they are making forward progress and it was recommended that no action be taken at this time. **Road signs on State Roads** - the requirement that PennDOT need not put up those signs and that the Township can put them up at the Township's expense. See the Roadmaster's report.

Chairman Bechtel asked for Bruce's recommendation as to whether or not the Township should authorize any activities by the Halifax Fire Department outside their coverage area for Workers' Compensation purposes. Solicitor Warshawsky will research as to whether anything other than a motion be needed. **Motion** was made by Supervisor McBurney and second by Supervisor Bruner to approve the Workers' Compensation for Volunteer Firemen and Fire police to follow them when performing fire duties outside their coverage jurisdiction. Vote called. Motion carries 5-0.

**ROADMASTER REPORT** – Roadmaster Stazewski presented the issue of road signs and whose responsibility it is, the Township or PennDOT. PennDOT stated that it's the Township's responsibility to place signs on the state roads. The Board instructed the Roadmaster to place the missing signs on Million Dollar Road. Chairman Bechtel also noted that an email was received by Dale Good indicting that additional signage will be placed at the top of Peters Mountain in the near future. **Pawnee Lane Issue** involving abandoned vehicles – Letters went out late but each owner moved their vehicles with the exception of one vehicle and that was being moved this weekend.

**SEO REPORT** – Light-Heigel submitted their report dated February 3, 2016 for services provided in January, 2016. This report was made part of the permanent records.

Chairman Bechtel mentioned the matter of the Township receiving some phone calls regarding tiny houses and an interest in putting one in Halifax Township. He has asked that Pat Stockard be contacted and have her attend the next Planning Commission meeting to provide some guidance for the tiny houses.

#### **ADMINISTRATIVE**

**Sheetz Job Fair** – It was announced that Sheetz will be using the Township meeting room on February 11 from 8:00 am thru 4:00 pm to conduct a job fair for its Halifax location and the Duncannon location.

**Audit of Fire Department Records** – The Township had reached out to get an outside auditor to audit the Fire Department financial records. We have received one quote for \$5,000 to perform the audit and an additional \$1,250 to prepare and file the 990 return. The Township will be pursuing more quotes with the possibility of placing it the budget for 2017.

**Planning Commission Vacancy** – **Motion** was made by Supervisor Paul second by Supervisor Bruner to accept the application from Chad Lebo to serve on the Halifax Township Planning Commission. Vote called. Motion carries 5-0.

#### **OLD BUSINESS**

**PSATS 457 Plan Ordinance Adoption** – **Motion** was made by Supervisor Bruner and second by Supervisor McBurney to waive the reading of the PSATS 457 Plan Ordinance. Vote called. Motion carries 5-0. **Motion** was made by Supervisor McBurney and second by Supervisor Paul to approve the adoption of the PSATS 457 Plan Ordinance. Vote called. Motion carries 5-0.

**PSATS Health Insurance Cooperative Trust Ordinance Adoption – Motion** was made by Supervisor Bruner and second by Supervisor Paul to waive the reading of the PSATS Health Insurance Cooperative Trust Ordinance. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Schreffler and second by Supervisor McBurney to approve the adoption of the PSATS Health Insurance Cooperative Trust Ordinance. Vote called. Motion carries 5-0.

**Sewer Ordinance Adoption – Motion** was made by Supervisor McBurney and second by Supervisor Bruner to waive the reading of the Sewer Ordinance. Vote called. Motion carries 5-0. **Motion** was made by Supervisor McBurney and second by Supervisor Bruner to approve the adoption of the Sewer Ordinance. Vote called. Motion carries 5-0.

**LST** – Research has been made on the LST we received in 2015. The Township is in compliance with the 25% of the LST monies supporting the volunteer Fire Department and the Ambulance.

**Moving Funds to Kieffer Road Project – Motion** was made by Supervisor Bruner and second by Supervisor McBurney to move \$90,000 of non-committed monies to the Kieffer Road Project from the General Fund. Vote called. Motion carries 5-0.

**Tobias Road Bridges** – Nothing has been heard from parties involved in using the bridges for logging. The Solicitor will send a follow up letter to the parties advising to proceed at their own risk. The Township advised the Roadmaster to seek email bids for rating the Road Bridges which will be disclosed at the next meeting.

**Fort Halifax Survey** – Topic will be tabled for the future

**Sidewalk Grant – Speed Limit Reduction** – Petition PennDOT to reduce the speed from 40 mph to 35 mph. May not need traffic study since the sidewalk will be in front of the school.

**No Parking Ordinance** - The Township Solicitor will draft an Ordinance for no parking.

**Sidewalk Maintenance** – Solicitor Warshawsky will draft an ordinance

**Intermunicipal Agreement** – Solicitor Warshawsky will be sending a draft to the Halifax Borough Solicitor for feedback.

These items will be on next month's meeting agenda.

**DONCO** – Two requests were made by the developer for the release of financial security. The first request was for the release of financial security in the amount of \$33,438.75 for completion of the roadway improvements associated with Lenker Estates II. **Motion** was made by Supervisor McBurney and second by Supervisor Paul to release the LOC 568. Vote called. Motion carries 5-0. A second request was made for release of the LOC 348 in the amount of \$166,394.80. **Motion** was made by Supervisor McBurney and second by Supervisor Bruner to reduce the amount of the LOC in the amount of \$166,394.80 to \$53,256.50 and request an amendment to the existing LOC. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Bruner and second by Supervisor McBurney for the developer to report back at the

next meeting with respect to either relaxation of that requirement of moving the water line to the next phase or to rebond it. Vote called. Motion carries 5-0.

## **NEW BUSINESS**

**Tax Collector Vacancy** – The Township received on January 20, 2016, James Markel’s letter of Resignation as Tax Collector for Halifax Township due to a conflict with his position in the Dauphin County Controller’s Office. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to accept the letter of resignation by James Markel. Vote called. Motion carries 5-0. **Motion** was made by Chairman Bechtel and second by Supervisor Paul to appoint Melinda Warfel as Tax Collector for Halifax Township and who will serve until the end of the current term of Tax Collector. Vote called. Motion carried 5-0. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to appoint Sue Miller as deputy Tax Collector. Vote called. Motion carries 5-0.

**Rutter Road** – The Township received a number of calls regarding drainage coming from a pipe on the King’s Gym property. It is a PennDOT road but the Township is responsible for stormwater. A letter to the Armstrong Gym will be sent to address the concern regarding the drainage.

**Payloader** – Quotes were presented for a new payloader. Based upon the quotes, DOOSAN offered the most for its value. The prices reflected a trade-in of the Township’s current payloader. **Motion** was made by Supervisor Paul and second by Supervisor McBurney to purchase the DOOSAN Payloader for the price of \$131,000.00 and trade the Township’s payloader in. Vote called. Motion carries 5-0.

**Dane Snyder/Nathan Troutman/Fort Halifax** – Presented to the Township the idea of having a concert at Fort Halifax Park. No date set. They would partner with a promoter. Revenues would come from tickets, parking and concessions. They are open to suggestions. No action taken.

**Dane Snyder – Fort Halifax – Archeology Education** – The Halifax Schools are incorporating archeology into their curriculum. The 7<sup>th</sup> graders which consist with 80-90 students, will come to the Park over a 3-day period. This will occur sometime in May as there is no date set. The Township Supervisors are fine as long as school and everyone are covered by insurance. Looking at the fall time frame thereafter.

**Quail Commons – Breach of PILOT** – Mr. Yoder has breached the PILOT Agreement between Yoder Construction and the Township, the Halifax Schools and Dauphin County. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler for the Solicitor to move forward with enforcement action to collect our PILOT. Vote called. Motion carries 5-0.

## **AGENDA ITEMS FOR NEXT MEETING**

**Tobias Road Bridges**

**Sidewalk Grant – Speed Limit Reduction**

**No Parking Ordinance**

**Sidewalk Maintenance**

**ANNOUNCEMENTS**

Planning Commission Meeting – March 7, 2016 at 7:00 pm

Board of Supervisors Regular Monthly Meeting – March 14, 2016 at 7:00 pm

**ADJOURNMENT – Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to adjourn the meeting at 9:20 pm. Vote called. Motion carried 5-0.

Respectfully Submitted,

Wendy M. Wentzel, Secretary