

HALIFAX TOWNSHIP
102 Fisher Street
BOARD OF SUPERVISORS
MONTHLY BUSINESS MEETING
March 14, 2016 – 7:00 p.m.

CALL TO ORDER - Chairman Bechtel called the meeting to order at 7:04 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 - None

PUBLIC COMMENT PERIOD – Mr. Buffington’s company wants to put their own temporary bridges in instead of using the Township bridges for logging that is scheduled on the property of the owners in lieu of having the bonding of the bridges. He stated that they will repair any damages the road incurs and replace it with modified stone. They will be dragging timber over the Township bridges. The Township Solicitor and Mr. Buffington will be working out an agreement and will have that agreement for Township approval at the next Board of Supervisors meeting scheduled for April 11, 2016 at 7:00 p.m.

SECRETARY/TREASURER REPORT

Paid Interim Bills – Motion was made by Supervisor McBurney and second by Supervisor Paul to approve the paid interim bills thru March 14, 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 March 14, 2016. Vote called. Motion carries 5-0. **Minutes – Motion** was made by Supervisor Paul and second by Supervisor Bruner to approve the Minutes of the February 8, 2016 Board of Supervisors Meeting with a correction under Public comments. Vote called. Motion carries 5-0. **Financial Report** – Placed on file for audit at a later time.

EMC REPORT – EMC Tim Neiter informed the Board that the NARM was completed and filed at the beginning of March, 2016. It is good for one year. He also asked for a list of Township items that can be used in the event of an emergency. He gave a report on the Snow Declaration and stated that the Township submitted approximately \$8900 in expenses as a result of the historic snow storm. Once the President declares Pennsylvania a disaster for that storm, the Township will be reimbursed up to 75% of costs incurred.

PLANNING COMMISSION RECOMMENDATION – Chairperson Flo Mallonee presented the Board of Supervisors with the following: **Snody Stormwater Management Application** – a review was completed and a report prepared by Frank Lentz of K & W Engineers dated March 2, 2016 recommending that Mr. Snody provide the Township with a financial guarantee for the installation and proper construction of all stormwater management controls as required and a signed and executed Operation and Maintenance Agreement that will be recorded. The Township will then issue the Building Permit Authorization. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to approve the Snody Stormwater Management Application with the contingencies noted on the March 2, 2016

report from K & W Engineers. Vote called. Motion carries 5-0. Chairperson Mallonee reported that the Planning Commission accepted for review the sketch plans for **Flight Source** to erect a storage building in Matamoras. **Ibberson Stormwater Management Application** – this application was reviewed by Engineer Steve Roe with a report dated March 7, 2016 submitted to the Township. **Motion** was made by Supervisor Paul and second by Supervisor McBurney to send a letter to the applicant along with the Engineer's report and request that a new Stormwater Management Application be submitted for action at the Planning Commission's April meeting. Vote called. Motion carries 5-0. **Kyle Lehman** – has a Stormwater Management Plan that was previously approved when he built his home. He made application for a building permit to erect a detached garage next to his home. It is recommended by the Planning Commission that a new Stormwater Management Plan be waived based upon Steve Roe's review of the previously approved SWM and what Kyle Lehman is proposing for the new garage. A reduced fee of \$75.00 was required for this building permit to which Kyle Lehman has paid. This recommendation is conditioned that Kyle Lehman repair the deficiencies of his previously approved Stormwater Management Plan. If it has not been corrected, the Stormwater Management waiver is null and void and a new Stormwater Management Application would have to be submitted. The building permit would then be subject to revocation. – **Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to accept the recommendation of the Planning Commission to waive the Stormwater Management Application with the noted contingencies. Vote called. Motion carries 5-0. Solicitor Warshawsky explained for the benefit of the Board and the public who were not at the Planning Commission that the reduced fee was in part in recognition that properties built after the SALDO adoption in August of 2012 are treated differently than those built prior to the adoption. A property built prior to that date would be eligible for the waiver. In recognition of that provision, it was recommended by the Planning Commission to have the fee reduced since this is the first property to fall under this and had no change to his facilities. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to have the hearing that is currently scheduled before District Justice Greg Johnson against the Lehman SWM violations on March 17th be continued and if the situation is taken care of, then the hearing request can be withdrawn. Vote called. Motion carries 5-0.

ENGINEER REPORT – Engineer Roe presented his report dated March 1, 2016 to the Board of Supervisors. No action was taken and the report was placed on record.

SOLICITOR REPORT – Solicitor Warshawsky presented his report dated March 11, 2016. **UDITO** – updated report was received and forwarded to the Supervisors. **Quail Commons** – Street Dedication – The Board recommended that no action be taken. **Pilot Agreement** – The Township received a check from Yoder Construction for 2014 and 2015 taxes per the Pilot Agreement.

ROADMASTER REPORT – The Roadmaster presented his report for the month of February. He requested that a letter be sent to Mr. Yoder regarding the standing water in Quail Commons. He asked the Board for permission to purchase raingear and winter coats with reflective gear. He stated that there are monies available in the budget. The Board had no objection. Corey also let the board know that approximately 15% of the trees have been trimmed in the Township. Chairman Bechtel asked the Roadmaster regarding the status of the site that would be used to dump brush, grass clippings, etc. Roadmaster Stazewski stated that it is up to the Township and they are looking at burning it down and remove the items that cannot be burned.

SEO REPORT – No report submitted.

ADMINISTRATIVE

Workers' Comp – Halifax Fire Department – **Motion** was made by Supervisor Paul and second by Supervisor Schreffler to pay the Firemen's Workers' Compensation in one lump sum instead of installments in order to save the costs associated with spreading out the payments. Vote called. Motion carries 5-0.

Resolution – Extension of Workers' Comp for Halifax Fire Department – **Motion** was made by Supervisor Bruner and second by Supervisor Paul to waive the reading of the Resolution. Vote called. Motion carries – 5-0. **Motion** was made by Supervisor Schreffler and second by Supervisor McBurney to approve the Resolution Authorizing the Extension of the Worker's Compensation Insurance Coverage for Fire Department Volunteers to acts which occur outside of Halifax Township. Vote called. Motion carries 5-0.

EIT - Keystone – The Township was informed by the Keystone Collections Group that there was an error in coding and as a result, Halifax Township has been receiving monies belonging to Halifax Borough for the last six quarters. The total amount that was erroneously submitted to Halifax Township was \$40,227.36. Over the course of the next couple months, Keystone will be deducting these monies from Halifax Township.

Kieffer Road Monies – At the Board meeting held in February, the Supervisors voted to move non-committed monies in the amount of \$90,000.00 to the Kieffer Road Project. The Board decided at this time, to have those monies remain in this account despite the error made by Keystone Collections Group. No action was taken.

Fire Department Audit – Township Auditor Ernie Schreffler presented his report to the Township Supervisors and stated the Fire Department records have been properly maintained. This report has been placed on record.

OLD BUSINESS

Tobias Road Bridges – See Public Comment regarding this topic.

Sidewalk Grant – Speed Limit Reduction

No Parking Ordinance

Intermunicipal Agreement

Sidewalk Maintenance Ordinance

These items have been deferred to next month's meeting agenda. Halifax Borough Mayor Enders announced that a walk will take place on Tuesday, March 22nd at 9:00 am with the State. Those participating are to gather at the High school at that time.

DEP – Act 537 – **Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to have the solicitor send a letter to DEP and providing them with the status of the ACT 537 for Halifax Township. Vote called. Motion carries 5-0.

Rutter Road – The Township has received numerous calls about the water running over the road in the Winter and freezing. The water stems from the other side of State Route 225 and flows underneath the road to an outlet at the end of King’s Gym’s property which then causes the water to end up on the road. The Board instructed the Township Roadmaster to contact PennDOT to see if they can visit the site.

NEW BUSINESS

Cleanup Days – Motion was made by Supervisor Bruner and second by Supervisor Paul to advertise the cleanup days for Friday, May 13th from 7am until 3:00pm and Saturday, May 14th from 6:00am until noon. Vote called. Motion carries 5-0.

HARA – Supervisor Schreffler stated that he received a call concerning how the Recreation Authority is spending their monies. Supervisor Bruner made a request to form a committee to discuss a possible new Agreement between Halifax Township and the Halifax Area Recreation Authority. Supervisors Bruner and Schreffler will serve on this committee.

AGENDA ITEMS FOR NEXT MEETING

- Proposed amendment to the personnel handbook
- Tobias Road Bridges
- Sidewalk Grant – Speed Limit Reduction
 - No Parking Ordinance
 - Sidewalk Maintenance Ordinance
 - Intermunicipal Agreement

ANNOUNCEMENTS

- Planning Commission Meeting – April 4, 2016 – 7:00 p.m.
- Township Supervisors’ Monthly Business Meeting – April 11, 2016 – 7:00 p.m.

ADJOURNMENT – Motion was made by Supervisor Bruner and second by Supervisor Schreffler to adjourn the meeting at 9:15 pm. Vote called. Motion carries 5-0.

Respectfully Submitted,

Wendy M. Wentzel