

**HALIFAX TOWNSHIP**  
**102 Fisher Street**  
**BOARD OF SUPERVISORS**  
**MONTHLY BUSINESS MEETING MINUTES**  
**January 8, 2018 – 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, Schreffler, and McBurney are present along with Solicitor Warshawsky, Roadmaster Corey Stazewski and Secretary Wendy M. Wentzel. Supervisor Paul and Engineer Wilson were absent.

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

**EXECUTIVE SESSION** – None

**PUBLIC COMMENT PERIOD** – **Flo Mallonee** asked that the Board consider her to serve on the committee that negotiates a contract with Comcast for the franchise fees. She gave a history of the price of the cable box that is required in order to watch any Comcast channels. Frank Wilmarth, of the Friends of Fort Halifax, announced that the Annual Banquet & Basket Raffle is being held on February 10<sup>th</sup> at the Halifax Ambulance Social Hall. Frank will be the guest speaker portraying Simon Girty, Jr. More information is available at (friendsofforthalifax@gmail.com).

**SECRETARY/TREASURER REPORT**

**Paid Interim Bills** – **Motion** was made by Supervisor McBurney and second by Supervisor Schreffler to approve the paid interim bills thru January 8, 2018. Vote called. Motion carries 4-0. **Current Unpaid Bills** – **Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to pay the unpaid bills as of January 8, 2018. Vote called. Motion carries 4-0. **Minutes** – **Motion** was made by Supervisor McBurney and second by Supervisor Schreffler to approve the meeting minutes of December 11, 2017. Vote called. Motion carries 4-0. **Minutes** – **Motion** was made by Supervisor Schreffler and second by Supervisor McBurney to approve the meeting minutes of January 2, 2018 Re-Org. Vote called. Motion carries 4-0. **Financial Report** – Placed on file for audit at a later period.

**EMC REPORT** – EMC Tim Neiter attended meeting at the Dauphin County Emergency Agency on December to discuss resource requests. They are moving from a paper format to a web base format which will streamline communication for municipalities.

**PLANNING COMMISSION REPORT** – Chairperson Mallonee provided an update and noted that the 2018 officers will remain the same as 2017. There was nothing for the regular meeting for the Planning Commission.

**ENGINEER REPORT** – Engineer Wilson’s report dated December 22<sup>nd</sup>, 2017 for services during the month of December, was submitted and placed on record.

**SOLICITOR REPORT** – Solicitor Warshawsky presented his report dated January 4, 2018 and provided an overview of the items in his report. The report will be placed on record. Bold text items are on the agenda.

**207 Tourist Park Road** – progress has slowed down due to the weather. This item will be placed on the agenda for next month. **Hoover/Brown** – The matter has been settled and the Agreement between them is getting finalized. A hearing date has been scheduled for January 18<sup>th</sup>, 2018 but as Mr. Hoover was being served, he paid the \$575 to the Township leaving \$65.28 for service cost. After discussion, a **Motion** was made by Supervisor Schreffler and second by Supervisor McBurney to request a continuance for the hearing in the event Mr. Hoover reimburses the Township. Vote called. Motion carries 4-0.

**ROADMASTER REPORT** – Roadmaster Stazewski submitted his report for December which will be placed on record.

**SEO REPORT** – An activity sheet was provided by SEO McFeaters for the month of December. This will be placed on record.

#### **ADMINISTRATIVE**

**Salt Spreader Purchase – Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to approve the purchases of the spreaders and pay for them out of the Capital Improvements Account in the amount of \$2,750. Vote called. Motion carries 4-0.

**Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to move \$932.03 from Line item 1.406 to line item 1.409 and \$2,256.31 from Line item 1.406 to Line item 1.437. Vote called. Motion carries 4-0.

#### **OLD BUSINESS**

**Act 172** – At the request of the Board of Supervisors, representatives from the Halifax Fire Department were present to discuss Act 172 which provides a break on property taxes and/or Earned Income Taxes for volunteer first responders. Discussion took place relative to the qualifications needed to apply for the credits. The Board was seeking input from the first responders to get a sense of what direction the Township will take towards adopting an ordinance. Chief Tom Pottiger spoke on behalf of the Fire Department and shared a report involving active firefighters in the Township. He also gave a report on the number of calls handled in 2017. No action was taken at this time and will be on the agenda for next month's meeting.

**207 Tourist Park Road** – See Solicitor's report

**Meeting Room Policy** – Tabled until next month so that the Secretary can compare the existing policy and a newly created policy.

**Act 537** – Supervisor McBurney noted a meeting has been scheduled with HRG and DEP on January 9th. On the agenda for next month.

**Archeological Artifacts** – Supervisor McBurney reported that Dane Snyder with working with Joe Baker to take all the items to be washed and catalogued. In early spring, Dane will be getting out to the dig location and cleaning the area up and marking the section off with tape. There is a meeting in February to see who qualifies to work in this area of the Park.

**Brubaker ASA Resolution** – Motion was made by Supervisor Bruner and second by Supervisor McBurney to dispense with the reading of the Resolution. Vote called. Motion carries 4-0. Motion was made by Supervisor Bruner and second by Supervisor McBurney to pass the Brubaker ASA Resolution. Vote called. Motion carries 4-0.

#### **NEW BUSINESS**

**Halifax Area Ambulance** – The Halifax Area Ambulance requested the Township's assistance in snow plowing so that they can respond to calls. After a discussion took place, a **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to allow the Halifax Township roadcrew to perform minimal snow plowing to ensure safe entrance and exit from the Halifax Ambulance building from a call. Vote called. Motion carries 4-0.

**Mid Penn Bank Financial Security Release** – **Motion** was made by Supervisor Bruner and second by Supervisor McBurney to release \$101,310 of the Financial Security and retained \$16,423 until the site is complete per Engineer Wilson's memo dated January 8, 2018. Vote called. Motion carries 4-0.

**Lenker Estates – Phase I – Financial Security Release** – Tabled until the next meeting in February

**Lenker Estates II – Financial Security Release** – Tabled until the next meeting in February

**Business Registrations/Key Lock Boxes** – Discussion took place regarding whether businesses conducting business in the Township should be required to register with the Township and whether a fee should be implemented if such an ordinance is adopted. This would serve to track which businesses have lockboxes. No action taken.

**AGENDA ITEMS FOR NEXT MEETING**

Act 172  
207 Tourist Park Road  
Meeting Room Policy  
Act 537 Update  
Lenker Estates – Phase I – Financial Security Release  
Lenker Estates II – Financial Security Release

**ANNOUNCEMENTS**

January 18, 2018 – COG meeting 6:30pm – refreshments; Meeting at 7:00pm  
February 5, 2018 – Planning Commission Meeting – 7:00 pm  
February 12, 2018 – Board of Supervisors Monthly Meeting – 7:00 pm

**ADJOURNMENT**

**Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to adjourn at 8:50pm. Vote called. Motion carries 4-0.

**Respectfully Submitted,**

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