

**Liberty Township Board of Supervisors  
39 Topper Road, Fairfield, PA 17320**

**August 7, 2019  
Board of Supervisors Meeting Minutes**

The Board of Supervisors of Liberty Township, of Adams County, met Wednesday August 8, 2019, at 7:30 PM at the Liberty Township Municipal Building, 39 Topper Road, Fairfield, PA 17320, for the regular monthly meeting.

**Present:** Vice Chairman Bob Jackson, Supervisor Walter Barlow, Solicitor John Lisko, Roadmaster Brian Arentz, Chief Sherri Hansen, and Secretary/Treasurer Wendy Peck.

**Not Present:** Chairman John Bostek.

Mr. Jackson called the meeting to order at 7:31 PM.

**Public Comment:** None.

**Supervisor Comments:**

**Mr. Barlow** reported that he attended last night's National Night Out event at the Carroll Valley Borough Municipal Building. He stated that it was a good turn-out and he had the opportunity to interact with Carroll Valley and Liberty residents. He went on to state that Chief Hansen participated in the event which included activities for children.

**Mr. Jackson** stated that it has been almost three years since the issue with the former Secretary/Treasurer was discovered and that he receives calls almost weekly from the public looking for updates. He said that he would like to see some of the documents made public. Mr. Lisko stated that this issue would be discussed in Executive Session later in the meeting and that there may be some action. Mr. Jackson reported that he attended a COG meeting where roads, infrastructure and lack of funds were discussed. He also reported on the July YATB meeting. He commented that the agency of ninety delegates is efficiently run and praised the work of Al Timko. He mentioned that a duplicate deposit was recently made in error by a staff member at YATB and that it was being corrected. Mr. Jackson reported that the receipts are 4% higher than last year and commented that a previous bill was proposed to have the state take over tax collection operations.

**Minutes:** Mr. Barlow moved to accept the minutes of the July 2 Regular Meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed. Mr. Barlow moved to accept the minutes of the July 16 Workshop Meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed.

**Treasurer's Report:** Ms. Peck read the Treasurer's Report.

7/31/2019	ACNB Gen Oper & Payroll Fund	ACNB Capital Reserve Fund	PLGIT General Reserve Fund	ACNB Fire Tax Fund	PLGIT Hwy Aid Fund	ACNB Escrow Fund
<b>Beginning Balance</b>	<b>266,947.71</b>	<b>95,805.46</b>	<b>152,235.18</b>	<b>33,606.97</b>	<b>147,974.92</b>	<b>5,940.95</b>
Interest	12.65	16.27	352.00	0.00	406.88	0.00
Checks & Payments	-170,742.31	0.00	0.00	-2,204.00	-4,273.01	0.00
Deposits & Credits	20,086.24	0.00	50,000.00	184.32	100,000.00	1,600.00
<b>Ending Balance</b>	<b>116,304.29</b>	<b>95,821.73</b>	<b>202,587.18</b>	<b>31,587.29</b>	<b>244,108.79</b>	<b>7,540.95</b>

Mr. Jackson asked about the 2020 budget timeline. It was reported that preliminary draft department budgets were distributed to the Supervisors at the July 16 workshop meeting. The plan is for each supervisor to present their proposed budget to the Treasurer before the August 20 workshop, then they can be assembled and reviewed in September with the intent of having a budget workshop in late September or early October. Mr. Barlow moved for acceptance of the July 2019 Treasurer's Report. Mr. Jackson seconded the motion. All voted yes and the motion passed.

**Expenses:** Mr. Barlow moved for acceptance of the 07/17-08/07/19 expenses. Mr. Jackson seconded the motion. All voted yes and the motion passed. Mr. Barlow made a motion for retroactive approval of the 07/07-07/20/19 payroll. Mr. Jackson seconded the motion. All voted yes and the motion passed. Mr. Barlow made a motion for retroactive approval of the 07/20-08/03/19 payroll. Mr. Jackson seconded the motion. All voted yes and the motion passed.

**Zoning Officer's Report:** Mr. Jackson reported that two land use permits, and one driveway permit were issued in July 2019 with \$245 permit fees collected.

**Police Department:** Chief Hansen reported that the department worked 234 hours with 102 patrol hours and 30 on call hours. Road speed enforcement lines were painted on Bullfrog, Orchard, Pecher and Stultz Roads. She announced that after some delay caused by issues with MOPEC, Corey Ammerman started work at the end July. The Chief reported that she checked the weights and measures training and Liberty Township Police Department will not qualify for certification because it must be a 24/7 operation. She reported that she is looking at other ways to deal with the truck traffic on local roads. She stopped a truck on Boyle Road recently and issued a written warning. New police officer uniforms have arrived and a FaceBook page was created.

**Roadmaster Report:** Brian Arentz reported on the month's activities in the Road Department which included driving 443 miles, using 2 gallons of gasoline, 55 gallons off-road fuel and 136 gallons of on-road fuel. Other activities included putting Rip-Rap on Brent Road for shoulder fill-in and pipe work with the help of Mr. Barlow and Mr. Keilholtz. Mr. Arentz reported a problem with the white dump truck and commented that he spoke to US Municipal and the new truck is not ready. Mr. Barlow asked the Roadmaster to get an estimate on repairing the white dump truck and Mr. Jackson agreed. Paving work on Liberty Hall and Stoops Road is scheduled for Tuesday, August 13 and Penn DOT representative Josh Kopp will come by to inspect the recent road work on Pecher Road. Mr. Arentz mentioned that AAA Paving performed extra work covering the recently replaced pipes.

**Planning Commission Report:** Planning Commission Chair Judy Hogan reported that the Planning Commission met on July 16. She reported that two people attended and asked questions about building and subdivisions. The Planning Commission received two burn ordinances for review and is waiting for Adams County to finish updating theirs. Mr. Barlow commented that it may be in the best interest for the Planning Commission to coordinate their efforts with the timeline of the current codification project. Judy Hogan stated that they are also reviewing the Campground Ordinance and a Well Ordinance. Mr. Barlow commended that the campground ordinance has not been updated since time of the suggestion of the Supervisors and request of the Zoning Officer, and a permit has been issued. Planning Commission Member Rich Luquette stated that the current SALDO mentions a well ordinance that was never passed. There was much discussion about the purpose of well ordinance and the fact that any discrepancies in the SALDO would be addressed during the codification process. The Board made no decision on the well ordinance and will make a decision when the question arises during the findings of the codification process.

**Elected Auditors Report:** Elected Auditor Secretary Sue Hek reported that the three elected auditors recently attended a free seminar hosted by auditors SEK. She stated that because the record review sessions during the year are not meetings, they do not take minutes but each auditor will provide a list of tasks that they performed.

#### **Old Business:**

- **Treasurer Bond Claim Status** – It was noted that this would be covered later in executive session.

#### **New Business**

- **Old Waynesboro Road Branch Creek Bridge Weight Restriction** – Mr. Jackson stated that the recent Old Waynesboro Road Branch Creek Bridge inspection reported that a load posting rating is no longer required and the Township had the option of removing it. Mr. Jackson made a motion to leave the load rating posting on the bridge as is. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

**At 8:15 Mr. Jackson announced that the Supervisors and the Solicitor would go into Executive Session to discuss the Treasurer Bond Claim and an appeal by Freedom Township regarding the Middle Creek Bible Conference Property parcel 25D16-0007---000.**

**At 8:29 the meeting resumed**, and Mr. Lisko stated that the Supervisors discussed the Treasurer Bond Claims and the Middle Creek Bible Conference Tax appeal by Freedom Township. He explained that the property is currently taxed in Liberty Township although it has been tax exempt for some time but was recently sold to a company that is not tax exempt. Mr. Lisko stated that Liberty Township received a check for \$61,937.59 from Travelers' Insurance Company representing an undisputed portion of the bond claim. He explained that redeeming the check would not prevent the Township from further pursuing the disputed items. Mr. Jackson made a motion to deposit the check. Mr. Barlow seconded the motion. All voted yes, and the motion passed. Mr. Lisko commented regarding the Cincinnati Bond Claim. He stated that Cincinnati has presented an agreement and partial release for the undisputed amount of \$5,503.64 representing undocumented mileage, improper credit card charges, credit card fees and interest and other late fees, penalties and interest. Mr. Barlow made a motion to authorize Vice Chairman Jackson to sign the agreement for partial release reserving the right to pursue the disputed amounts. Mr. Jackson seconded the motion. All voted yes, and the motion passed. Mr. Lisko would give the signed agreement to the bonding company. Rich Luquette 710 Boyle Rd asked the Supervisors for the approximate amount of the original claims to each bond company. Mr. Jackson responded that the total claim was approximately \$278,000 and the Cincinnati claim is about one-third of the amount.

At 8:42 PM, Mr. Jackson made a motion to adjourn the meeting. Mr. Barlow seconded the motion. All voted yes and the motion passed. The next public meeting is scheduled for Tuesday, August 20, at 11 AM at the Township Municipal Building.

Respectfully submitted,

A handwritten signature in cursive script that reads "Wendy Peck". The signature is written in black ink and is positioned above the typed name.

By Wendy Peck, Secretary/Treasurer