

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

September 3, 2019 Board of Supervisors Meeting Minutes

The Board of Supervisors of Liberty Township, of Adams County, met Tuesday September 3, 2019, at 7:30 PM at the Liberty Township Municipal Building, 39 Topper Road, Fairfield, PA 17320, for the regular monthly meeting.

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

Mr. Bostek called the meeting to order at 7:30 PM.

Public Comment: **Horst Stehmer 105 Oak Grove Dr** commented that he was enjoying the newly paved roads such as Liberty Hall Road.

Supervisor Comments:

Mr. Jackson announced that the final Electronics Recycling Event will take place on Saturday, October 12 from 8 AM to noon. He went on to state that volunteers from MASA would represent Liberty Township to assist with the recycling event. **Mr. Barlow** stated that township resident Luther Ridge told him that he met Chief Hansen and was really impressed. **Mr. Bostek** had no comments.

Minutes: Mr. Barlow moved to accept the minutes of the August 7 Regular Meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed. Mr. Barlow moved to accept the minutes of the August 20 Workshop Meeting. Mr. Jackson seconded the motion. All voted yes and the motion passed.

Treasurer's Report: Ms. Peck read the Treasurer's Report noting that it did not include interest for the month of August.

	ACNB Gen Oper & Payroll Fund	ACNB Capital Reserve Fund	PLGIT Gen Reserve Fund	ACNB Fire Tax Fund	PLGIT Hwy Aid Fund	ACNB Escrow Fund
Beginning Balance	116,304.29	95,821.73	202,587.18	31,587.29	244,108.79	7,540.95
<i>Interest</i>				0.00		0.00
Checks & Payments	-123,386.29	0.00	0.00	0.00	-123,566.87	-2,145.50
Deposits & Credits	97,142.05	0.00	75,000.00	225.80	0.00	800.00
Ending Balance	90,060.05	95,821.73	277,587.18	31,813.09	120,541.92	6,195.45

Mr. Barlow confirmed with the Treasurer that the balance of the ACNB General Fund was 90,060.05 and not 90,060.50 as it appeared she read aloud. Mr. Barlow moved for acceptance of the August 2019 Treasurer's Report. Mr. Jackson seconded the motion. All voted yes and the motion passed.

Expenses: Mr. Barlow moved for acceptance of the 08/21-09/03/19 expenses. Mr. Jackson seconded the motion. All voted yes and the motion passed. Mr. Barlow made a motion to approve the 08/18-08/31/19 payroll. Mr. Jackson seconded the motion. All voted yes and the motion passed.

Zoning Officer's Report: Mr. Bostek noted that no permits were issued in August.

Police Department: Chief Hansen reported that the department worked 218 hours which included 87 patrol hours and 20 on call hours. The department took part in National Night Out in Carroll Valley. She reported that there was a lot of traffic enforcement done this month including 27 traffic citations and 21 traffic warnings. She went on to say that trucks are still using Boyle Road. She stopped two oversized loads who said they had PennDOT approval. The Chief is working with Brian Arentz to get signs to put up on Boyle prohibiting large trucks. She also reported that Facebook took down the Police

department page and she is working to get that back up. Mr. Jackson spoke about a letter received from Carroll Valley resident Richard Nelson complementing Liberty Township Police Department with recent help on a gunfire incident.

Roadmaster Report: Brian Arentz reported on the month's activities in the Road Department which included new tires installed on the backhoe and lights fixed on the truck. He commented that he is getting bids for road shoulder work. He reported that McLaughlin's Energy Services is coming in to check on the shop heaters. He stated that truck traffic signs were ordered for Boyle Road and Orchard Road. Mr. Arentz reported that he spoke to Hamiltonban and said they had nothing to do with the recent detour of traffic on to Bullfrog Road and suggested that Liberty Township call the company doing the work. Chief Hansen stated she would look into the detour with her contacts at PennDOT.

Planning Commission Report: Planning Commission Chair Judy Hogan spoke about the work that Secretary Barb Ruppert has been doing for the Planning Commission and asked that the Supervisors consider making the Planning Commission Secretary a paid position. Judy spoke about the campground ordinance and presented two memos to the Board of Supervisors from the Planning Commission. She talked about the difference between camping and campgrounds. Mr. Barlow referred to the comments from the zoning officer:

Definitions: Camping Unit- remove cabin and structure. The UCC fully addresses a recreational cabin already, remove the word structure because camping units are usually tents, or RV's neither of which is a structure. By leaving that word in the definition, somebody could argue to build a structure for camping purposes.

Section 102 A. Please check with the SEO before allowing 3 nights without approved sanitary facilities. The way he has explained it to me in the recent past is that as soon as someone relieves themselves outside on the ground, they have violated DEP regulations. Please seek his input on this.

Section 104 V. Central restroom facilities- Again please check with SEO to see if a central restroom is not required below the presence of 50 campsites.

Changes to Article 4

Section 412

412.1 consider changing Zoning Officer to SEO. He is the authority on these requirements.

Judie Hogan and Mr. Lisko talked about the definition and discussed removing the word trailer.

8-28-19 Memo to Board of Supervisors Regarding Campground Ordinance – There was much discussion about the Planning Commission's proposed changes to the campground ordinance. Input from the Zoning Officer was considered. Mr. Barlow made a motion to authorize the Solicitor and Secretary to start the process for enacting the Campground and Zoning Ordinance amendment with the changes suggested. Mr. Jackson seconded the motion. All voted yes, and the motion passed.

8-28-19 Memo to Board of Supervisors Regarding Well Ordinance – Chair Hogan reported that several members of the planning commission attended a training hosted by ACOPD on ordinance adoption procedures as well as PA Sunshine Law on August 29, 2019. She stated that the Planning Commission is slowing down its review of the SALDO while the codification is being completed. She spoke about the Planning Commission's recommendation for a well ordinance. Mr. Jackson agreed that more discussion is needed. Mr. Barlow suggested that the Planning Commission seek direction from the Zoning Officer as well as KPI when discussing ordinance amendments. The Supervisors agreed to consider the topic of a well ordinance further when it comes up as part of the codification process.

Old Business:

- **Treasurer Bond Claim Status** – It was noted that this would be covered later in executive session.
- **Electric Panel Work Proposal** – Mr. Barlow reported that he contacted the three electric companies that submitted bids last month to move the electric panel. All three were given updated specifications and have submitted revised bids: Heflin Electric \$1,695, Hull Electric \$2,080, RV Electric \$4,150. Mr. Barlow made a motion to award the bid to replace and relocated the electric panel to Heflin Electric for \$1,695. Mr. Jackson seconded the motion. All voted yes, and the motion passed. Mr. Jackson spoke about a recent 30 minute power outage at the township building and the need for a generator. He stated that Heflin Electric came to give an estimate and that Hull Electric is scheduled to come on Friday.

- **FEMA Flood Insurance Study** – The Secretary gave an updated timeline of the FEMA Flood Insurance Study.
 - 1/22/2020 – LFD letter mailed
 - 7/22/2020 – Updated Ordinances Due
 - 7/22/2020 – Maps Become in Effect
- She stated that FEMA confirmed that no legitimate objections were received and the draft maps that were received in 2018 would be final. Mr. Jackson stated that he had issues with the flood maps and would contact FEMA.

New Business

- Mr. Barlow gave an overview of his recent meeting with a PLGIT representative and the Treasurer to discuss investment options on the PLGIT accounts. Mr. Barlow made a motion to add additional investment class PLGIT/PLUS-Class and PLGIT/I-Class option to existing PLGIT-Class General (Reserve) Fund and PLGIT-Class State (Liquid Fuels) Fund. Mr. Jackson seconded the motion. All voted yes and the motion passed.
- Mr. Barlow discussed the 0.2% interest rate of the ACNB Capital Reserve Account and the PLGIT rates 2.24-2.28%. Mr. Barlow made a motion to close ACNB Capital Reserve Fund account and open a PLGIT-Class Capital Reserve Fund with an initial deposit of the closing balance of the ACNB Capital Reserve Fund. Mr. Jackson seconded the motion. All voted yes, and the motion passed.
- **2020 Pension Plan MMOs** – Mr. Bostek announced that the New Business items regarding the Pension MMOs would be postponed until the September 17 Workshop.
- **Real Estate Assessment Appeals** – Mr. Jackson made a motion for the Solicitor to not appear on behalf of the Township at the upcoming Real Estate Assessment Appeals to be held September 10-17. Mr. Barlow seconded the motion. All voted yes, and the motion passed.
- **Fee Schedule - Zoning Conditional Use Application Fee** – It was noted that the latest fee schedule failed to include a fee for a Conditional Use Hearing. The Secretary prepared a revised fee schedule Resolution 2019-04 that included an \$800 fee for a Conditional Use Hearing Application to be effective October 1, 2019. Mr. Barlow made a motion to adopt Resolution 2019-04 Amending the Fee Schedule with an effective date of October 1, 2019. Mr. Jackson seconded the motion. All voted yes, and the motion passed.
- **Adams County Hazard Mitigation Plan** – Mr. Jackson confirmed that he would attend the Adams County Hazard Mitigation Plan Meeting September 9, 2019 at 2:00 pm.
- **2020 Budget Schedule** – The Treasurer distributed a draft 2020 budget to the Supervisors. She explained that the General Funds budget included three columns representing each of the Supervisors' proposed 2020 budgets. She asked that the Supervisors review the budgets in advance of the September 17 Workshop Meeting to prepare for a public discussion. The goal is to agree on one budget and hold a public Budget Workshop in October.

At 8:22 Mr. Bostek announced that the Supervisors and the Solicitor would go into Executive Session to discuss the Treasurer Bond Claim.

At 8:28 Chief Hansen left the meeting.

At 8:36 the meeting resumed. Mr. Lisko stated that during Executive Session the Supervisors discussed contacting attorney Theresa Mongiovi from Lancaster to review the Treasurer Bond Claims. He noted that Attorney Mongiovi was listed in the Township News as specializing in employee theft issues. He stated that her fee is \$250 per hour and the other attorney that was considered had a rate of \$475 per hour. Mr. Bostek made a motion to hire Theresa Mongiovi to perform an exploratory review of the claims against the bond companies due to the actions of the former Secretary/Treasurer at the rate of \$250 per hour to determine if the claims are worth pursuing further and to authorize the Secretary to sign the engagement letter after the Solicitor and the Chair have reviewed the agreement. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

At 8:48 PM, Mr. Bostek 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, September 17, at 11 AM at the Township Municipal Building.

Respectfully submitted,



By Wendy Peck, Secretary/Treasurer