

Liberty Township Board of Supervisors, Adams County, PA
39 Topper Road, Fairfield, PA 17320
January 5, 2026, Board of Supervisors Meeting Minutes

The Board of Supervisors of Liberty Township, Adams County met Monday, January 5, 2026 directly following the 6PM Reorganization meeting at the Township Municipal Building located at 39 Topper Road, Fairfield, PA 17320.

At 6:09 PM Chairman Walter Barlow called the meeting to order.

Present: Chairman Walter Barlow, Vice Chairman Robert Keilholtz, Supervisor Christopher Hill, Police Chief Terry DeWitt, and Secretary/Treasurer Wendy Peck.

Public Comments: Paul Harner 275 Pecher Rd commented on a recent article in the Emmitsburg Journal clarifying the number of homes proposed and settled upon with Wormald Development Company. Mr. Barlow thanked Mr. Harner for attending the meeting to clarify the information.

Supervisor Comments:

- Mr. Keilholtz had no comments.
- Mr. Hill made comments later in the meeting announcing that he invited the Land Conservancy to give a presentation at the February 4 meeting. He also spoke about a tree program grand and attendance at the PSATS conference.
- Mr. Barlow had no comments.

Minutes:

- *Mr. Keilholtz made a motion to accept the minutes of the December 3 regular meeting. Mr. Barlow seconded the motion. All voted yes, and the motion passed.*

Expenses/Payroll:

Mr. Keilholtz made a motion for retroactive approval of the 12/04/2025-01/04/2026 expenses. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

Mr. Hill moved for retroactive approval of the 11/02/2025-11/15/2025 payroll. Mr. Barlow seconded the motion. All voted yes, and the motion passed. Mr. Barlow Keilholtz moved for retroactive approval of the 11/16/2025-11/29/2025 payroll. Mr. Barlow seconded the motion. All voted yes, and the motion passed.

Police Department Report – Chief Terry DeWitt read his report for the December which included: All Townships Calls For Service 53; Traffic Stops 68; Citations 6; Faulty Equip / Warn 62; Community Events 1; Patrol Hours: 279.25; On Call Hours: 66; Traffic Details: 15; Total Miles: 1,487; FT Hours: 200; PT Patrol: 79.25; PT Admin: 83.50; Total Hours: 362.75. All (MVR/BWC) Camera Footage over sixty (60) days will be purged. Mr. Hill thanked the Chief for the format of the report. *Mr. Barlow made a motion to accept the Employment Agreement Pay Clause. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.*

Zoning Officer's Report – Mr. Barlow reported that three land use permits and one driveway permit were issued for a total of \$265. He also summarized the status of open enforcement issues.

Roadmaster Report – Mr. Barlow commented that in the month of December the Road Department used 44.7 gallons of gasoline, 33 gallons of diesel, 0 gallons of off-road diesel and drove 913 miles. He also reported that the bridge work on Old Waynesboro Road was complete and the final inspection has been scheduled for 1 PM on Tuesday, January 6. The Roadmaster reported that weather prevented 2025 line painting and that it has been postponed to next year. Mr. Barlow discussed the winter weather maintenance performed by the Road Department. The Roadmaster also announced that after two years of applying, the township was awarded an LSA grant of \$397,050 to purchase new backhoe and a new mower. Mr. Barlow thank Dan Moul for providing a letter of support for the township's grant application.

Planning Commission Report: The Planning Commission met on December 16 at 7:30 PM.

- *Mr. Barlow made a motion to approve the Planning Commission request to move the meeting start time to 6:30 PM for 2026. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to schedule a Joint Meeting with Planning Commission for 6:30 PM on January 20, 2026 to discuss zoning amendments. Mr. Hill seconded the motion. All voted yes, and the motion carried.*

- *Mr. Barlow made a motion extending the Plan Review Time by 45 Days for the Golden Wood Land Development Plan 2575 Tract Road 25D18-0004-000.*
- *Mr. Barlow made a motion extending the Plan Review Time by 180 Days for the Andrew Mitchell Final Subdivision Plan 2785 Bullfrog Rd 25D15-0035-000. Chris Hill seconded the motion. All voted yes, and the motion carried.*

Secretary/Treasurer: The fund balances as of December 30 are ACNB Gen Oper: \$ 84,537.37; PLGIT Gen Res: \$ 695,306.04; PLGIT Liq Fuels: \$13,359.85; PLGIT Cap Res: \$ 151,610.72; ACNB Escrow: \$ 10,185.78. To date we have received \$72,000 more in income than budgeted and spent \$26,000 more than budgeted in legal and engineering fees combined. An additional \$54,000 in General Funds was spent on recent road work. Overall, the Township is on budget for 2025. The LSA Grant has not yet been awarded. An update is expected in January. The power supply on my PC has been replaced. The QuickBooks Company files still need to be set up so that Jessica Ilko can access them.

GENERAL LEDGER

Type	Date	Num	Name	Memo	Paid Amount	Balance
01.100 · GEN OPER & PAYROLL - ACNB (Checking Account)						160,481.42
Check	12/01/2025	14024	Shealers Septic Service	reimburse for overpayment	-10.00	160,471.42
Check	12/01/2025	14025	Wetzels Cleaning Service	058259	-95.00	160,376.42
Check	12/01/2025	14026	New Enterprise Stone	Invoice 2921508	-54,136.00	106,240.42
Check	12/01/2025	14027	Hill {BOS}, Christopher	ACATO Conf Mileage Reimbursement	-35.00	106,205.42
Check	12/01/2025	14028	PSATS	181019-R7B9	-239.00	105,966.42
Check	12/01/2025	14029	Comcast Cable	8993110110006912	-261.99	105,704.43
Check	12/01/2025	14030	Verizon Wireless	Acct 621280772-00001	-238.74	105,465.69
Check	12/01/2025	14031	Gettysburg Times	Cust 159232/Advertiser Invoice	-115.42	105,350.27
Check	12/01/2025	14032	John M. Lisko	Solicitor Fees	-660.00	104,690.27
Deposit	12/01/2025			Deposit	518.87	105,209.14
Check	12/01/2025	14033	KPI Technology	10725 10/20/25-11/16/25	-540.00	104,669.14
Check	12/01/2025	14034	Total Tech Solutions Inc	Invoice 12608	-550.00	104,119.14
Check	12/01/2025	14035	Principal Funds	NonUniform Pension Plan	-3,832.20	100,286.94
Liability C	12/01/2025	14036	Security Benefit Retirement	610257	-317.63	99,969.31
Check	12/01/2025	14042	Wolanin Consulting Inc	Invoice 3660	-425.00	99,544.31
Check	12/01/2025	14043	Rabold's Services	Invoice 28241	-190.00	99,354.31
Check	12/04/2025	ACH	BMO Harris Bank-PLC	PLGIT CREDIT ACCOUNT	-995.06	98,359.25
Paycheck	12/04/2025	14037	Barlow {BOS}, Walter		-87.78	98,271.47
Paycheck	12/04/2025	ACH	Hill {BOS}, Christopher G		-131.66	98,139.81
Paycheck	12/04/2025	14038	Keilholtz, Jr. {BOS}, Robert		-131.66	98,008.15
Paycheck	12/04/2025	ACH	Ruppert {Planning Com}, Barbara L.		-43.78	97,964.37
Paycheck	12/04/2025	14039	Barlow, Walter M		-421.49	97,542.88
Paycheck	12/04/2025	ACH	Boehs, Donald G		-89.48	97,453.40
Paycheck	12/04/2025	ACH	De Witt, Terry A.		-2,127.20	95,326.20
Paycheck	12/04/2025	ACH	Gaskin, Daniel E.		-355.23	94,970.97
Paycheck	12/04/2025	ACH	Ilko {Tax Collector}, Jessica L.		-69.16	94,901.81
Paycheck	12/04/2025	ACH	Ilko, Jessica		-874.29	94,027.52
Paycheck	12/04/2025	14040	Keilholtz, Jr., Robert E.		-490.62	93,536.90
Paycheck	12/04/2025	ACH	Morris, Ryan J		-315.57	93,221.33
Paycheck	12/04/2025	14041	Pecher, Bruce E.		-281.26	92,940.07
Paycheck	12/04/2025	ACH	Peck, Wendy J.		-1,506.31	91,433.76
Deposit	12/04/2025			Deposit	798.10	92,231.86
Deposit	12/08/2025			Deposit	103.80	92,335.66
Deposit	12/09/2025			Deposit	1,140.47	93,476.13
Deposit	12/10/2025			Deposit	5.50	93,481.63
Deposit	12/11/2025			Deposit	564.45	94,046.08
Check	12/12/2025	ACH	ACNB	Payroll - Direct Deposit S	-29.18	94,016.90

Check	12/15/2025	14044	East Trail Automotive 10/09/25 2023 Ford & 1	-299.60	93,717.30
Check	12/15/2025	14045	Aero Energy Cust 59990	-520.89	93,196.41
Check	12/15/2025	14046	Lowes 98004701524	-267.06	92,929.35
Check	12/15/2025	14047	Wetzels Cleaning Ser 058262	-95.00	92,834.35
Check	12/15/2025	14048	LEAF 100-4990181-002	-98.00	92,736.35
Check	12/15/2025	14049	Mason's Propane Ser Invoice 43641	-431.98	92,304.37
Check	12/15/2025	14050	Comcast-Phone 901156234	-219.79	92,084.58
Check	12/15/2025	14051	Shealers Septic Serv 38345	-100.00	91,984.58
Check	12/15/2025	14052	PMCA	-225.00	91,759.58
Check	12/15/2025	14053	KPI Technology 10674 09/22/25-10/19/2	-216.20	91,543.38
Liability C	12/16/2025	ACH	PA Dept. of Revenue 1641 9699	-249.31	91,294.07
Paycheck	12/18/2025	14054	Barlow, Walter M	-1,046.26	90,247.81
Paycheck	12/18/2025	ACH	De Witt, Terry A.	-2,001.05	88,246.76
Paycheck	12/18/2025	ACH	Gaskin, Daniel E.	-131.68	88,115.08
Paycheck	12/18/2025	ACH	Hartle, Richard	-34.66	88,080.42
Paycheck	12/18/2025	ACH	Ilko {Tax Collector}, Jessica L.	-70.47	88,009.95
Paycheck	12/18/2025	ACH	Ilko, Jessica	-953.29	87,056.66
Paycheck	12/18/2025	14055	Keilholtz, Jr., Robert E.	-160.91	86,895.75
Paycheck	12/18/2025	ACH	Morris, Ryan J	-286.09	86,609.66
Paycheck	12/18/2025	14056	Pecher, Bruce E.	-78.89	86,530.77
Paycheck	12/18/2025	ACH	Peck, Wendy J.	-1,506.32	85,024.45
Paycheck	12/18/2025	ACH	Boehs, Donald G	-89.46	84,934.99
Liability C	12/18/2025	ACH	PA Dept. of Revenue 1641 9699	-269.50	84,665.49
Deposit	12/18/2025		Deposit	1,160.93	85,826.42
Liability C	12/19/2025	ACH	US Treasury Dept/IRS 23-2110946	-1,957.96	83,868.46
Liability C	12/19/2025	ACH	US Treasury Dept/IRS 23-2110946	-1,848.50	82,019.96
Deposit	12/22/2025		Deposit	6,005.67	88,025.63
Deposit	12/23/2025		Deposit	9,068.47	97,094.10
Deposit	12/23/2025		Deposit	16,616.28	113,710.38
Deposit	12/23/2025		Deposit	182.70	113,893.08
Check	12/29/2025	14057	Verizon Wireless Acct 621280772-00001	-238.74	113,654.34
Check	12/29/2025	14058	Wetzels Cleaning Ser 058263	-95.00	113,559.34
Check	12/29/2025	14059	PA Townships Health INV-188118-B8V4	-16,616.28	96,943.06
Check	12/29/2025	14060	Doceo LT03 Contract C15840-01	-221.81	96,721.25
Check	12/29/2025	14061	Comcast Cable 8993110110006912	-266.06	96,455.19
Check	12/29/2025	14062	KPI Technology 70766 11/17/25-12/14/2	-330.60	96,124.59
Check	12/29/2025	14064	ACNB INSURANCE SE Asst Treasurer Bond-Ilko	-1,125.00	94,999.59
Check	12/29/2025	14065	Gettysburg Times Cust 159232/Advertiser I	-78.95	94,920.64
Check	12/29/2025	14066	KPI Technology 10763	-2,096.66	92,823.98
Liability C	12/29/2025	14067	Security Benefit Retir 610257	-317.62	92,506.36
Check	12/29/2025	14073	Adams County SPCA 2025 Donation	-300.00	92,206.36
Deposit	12/30/2025		Deposit	274.44	92,480.80
Check	12/15/2025	14054	East Trail Automotive 10/09/25 2023 Ford & 1	22.83	92,503.63
Check	12/15/2025	14055	Aero Energy Cust 59991	25.59	92,529.22
Check	12/15/2025	14056	Lowes 98004701524	28.35	92,557.57
Check	12/15/2025	14057	Wetzels Cleaning Ser 058263	31.12	92,588.68
Check	12/15/2025	14058	LEAF 100-4990181-003	33.88	92,622.56
Check	12/15/2025	14059	Mason's Propane Ser Invoice 43642	36.64	92,659.20

Paycheck 12/31/2025 ACH	Hassinger, Kenneth R.	-178.52	92,480.68
Paycheck 12/31/2025 ACH	Ilko {Tax Collector}, Jessica L.	-63.90	92,416.78
Paycheck 12/31/2025 ACH	Ilko, Jessica	-847.94	91,568.84
Paycheck 12/31/2025 14071	Keilholtz, Jr., Robert E.	-171.62	91,397.22
Paycheck 12/31/2025 ACH	Morris, Ryan J	-286.09	91,111.13
Paycheck 12/31/2025 14072	Pecher, Bruce E.	-168.29	90,942.84
Paycheck 12/31/2025 ACH	Peck, Wendy J.	-1,506.31	89,436.53
Liability C 12/31/2025 ACH	US Treasury Dept/IRS 23-2110946	-2,303.78	87,132.75
Liability C 12/31/2025 ACH	PA Dept. of Revenue 1641 9699	-301.94	86,830.81
Total 01.100 · GEN OPER & PAYROLL - ACNB (Checking Account)		-73,650.61	86,830.81

Old Business:

- *Mr. Barlow made a motion to reject all bids for 2025 Curbside Collection, Transportation & Processing of Municipal Solid Waste & Recyclables. Mr. Keilholtz seconded the motion. All voted yes, and the motion carried.*
- *Mr. Barlow made a motion to re-advertise the bid for 2025 Curbside Collection, Transportation & Processing of Municipal Solid Waste & Recyclables. Mr. Keilholtz seconded the motion. All voted yes, and the motion carried.*

Public Comments on New Business Items: None.

New Business:

- *Mr. Barlow made a motion to adopt Resolution Eliminating Employee Contributions to The Police Pension Plan For 2026. Mr. Hill seconded the motion the motion. All voted yes, and the motion passed unanimously.*
- *Mr. Barlow made a motion to accept the 2.7049% COLA Adjustment for The Police Pension Plan For 2026 Retroactive to Jan 1. Mr. Keilholtz seconded the motion. All voted yes, and the motion carried.*
- *Mr. Barlow made a motion to adopt Resolution to Change the SEO Services Fee Schedule. Mr. Keilholtz seconded the motion. All voted yes, and the motion carried.*
- *Mr. Barlow made a motion to Set Mileage Rate for Township Mileage Reimbursement to the Federal Rate of 68 Cents Per Mile for 2026 with the option to reconsider if the Federal Rate Changes. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.*
- *MR. Barlow made a motion to keep all appointed Representatives and Alternate Representatives to attend meetings and vote on behalf of Liberty Township for YATB, Adams County Tax Committee, ACCOG, FREMA, PSATS, and Area Fire Companies the same as 2025. Mr. Hill seconded the motion. All voted yes, and the motion carried.*
- *Mr. Barlow made a motion to accept proceeds from Tax Upset Sale as stated in the December 8, 2025 confirmation of distribution. Mr. Hill seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to provide No Comments on the Washington Township Franklin County Zoning Map and Comprehensive Plan Amendments as stated in their December 4 notification letter. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.*

With no further business, at 6:34 PM, Mr. Barlow made a motion to adjourn the meeting. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed. The next regular meeting of the Board of Supervisors is scheduled for Wednesday, February 4, 2026 at 6 PM at the Township Municipal Building.

Respectfully submitted,


Wendy Peck, Secretary/Treasurer