

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

**June 15, 2017
1 PM**

The Board of Supervisors of Liberty Township, of Adams County, met on Thursday, June 15, 2017 at 1 PM at the Liberty Township Municipal Building, 39 Topper Road, Fairfield, PA 17320.

Present: Chairman John Bostek, Vice Chairman Bob Jackson, Supervisor Walter Barlow, Chief Brand Briggs, Roadmaster Brian Arentz, Zoning Officer Jamie Harbaugh, and Secretary/Treasurer Wendy Peck.

Supervisor Comments:

Mr. Bostek announced that next month's regular Board of Supervisors meeting would be held on Tuesday, July 11 because of the July 4 holiday. He also reported on upcoming bridge closings. The McGlaughlin Road Bridge will be closed for repairs Monday, July 10 through Friday, July 14. The Boyle Road Bridge will be closed for repairs Wednesday, July 5 through Tuesday, July 25.

Mr. Jackson had no comments.

Mr. Barlow had no comments.

Public Present: Cindy Arentz, Sheri Kipe, Clifton Kipe, and Joan Jackson.

Public Comments

Cindy Arentz 1734 Tract Road asked about weight restrictions on Wenchoff Road and stated that there has been heavy freight truck traffic on the road recently. Chief Briggs responded that he was not aware of any ordinance for weight restrictions on Wenchoff Road.

Old Business

Tax Collector Light Pole – Mr. Bostek reported that the current elected Tax Collector is requesting that Liberty Township pay for the street light near her home office. There was a discussion and it was reported that Liberty Township currently pays for one street light at the township municipal building and shares cost with Hamiltonban Township for a street light on Jacks Mountain Road. Mr. Bostek made a motion to reimburse the current Tax Collector, Natalie Williams for the monthly electric cost for the street light located near her home office on Skyline Trail. Mr. Jackson seconded the motion. The motion was open to public comment. Cindy Arentz stated her objections to the motion. There was a discussion among the Board of Supervisors and the public. Concern was raised that paying for a light pole for one resident may set an unintended precedence that could possibly obligate the Township to pay for all street lights within the municipality. Ms. Arentz stated that the Township should not pay for Township employees' street lights. Mr. Bostek clarified that Ms. Williams is not an employee of the Township, but is an elected official and that the light pole is used to maintain safety for Liberty Township residents when visiting the Tax Collector's office. A vote was taken with Mr. Bostek and Mr. Jackson voting yes. Mr. Barlow voted against the motion. The motion passed.

Sheri Kipe 609 Harbaugh Valley Road – Noise Ordinance – Ms. Kipe clarified that this item was actually regarding the existing Ordinance No 2, 1999 Prohibiting Certain Traffic And Vehicular Conduct and not the Noise Ordinance. At the May 18 Public Workshop, Ms. Kipe provided sample ordinances and requested that the Board of Supervisors consider changing the penalty portion of the current ordinance to progressive. After some discussion among the Supervisors, Chief Briggs, and the public. Mr. Bostek made a motion to have the Secretary draft an amended ordinance adding the sliding scale penalty for review at the July 11 Board of Supervisors meeting. Mr. Barlow seconded the motion and all voted yes.

Security Cameras – Police Dept. Placement Recommendation - Chief Briggs was not present at the June 6 Board of Supervisors meeting when the proposed security camera placement was presented. The Chief provided his recommendations adjusting the placement of camera 6 and camera 8 to provide the most coverage to all sides of the municipal building.

New Business

- a) **Liberty Township Water Heater** – Mr. Bostek reported on that a recent inspection showed that the Township hot water heater is failing. Randall Alexander Plumbing submitted a proposal for \$650 to supply and replace the existing unit. There was a discussion and it was determined that along with the recently replaced well pump, the water heater was original to the building. After some discussion, the Secretary was instructed to obtain additional proposals, including pricing for a smaller water heater, with the intent of putting the replacement cost in the 2018 budget.
- b) **Review Fee Schedule** – Resolution 2016-R1 Fee Schedule was reviewed. There was discussion among all present including the supervisors, the zoning officer, and the public. The discussion was focused on the issue with the definitions, fees and permit requirements for the section titled “Structural Repairs and Alterations.” It was stated that the current interpretation of this section may not be entirely in-line with the UCC. Additionally, the current interpretation is charging fees for standard required maintenance such as driveway repairs, building shingle and siding replacement. Concerns were raised that charging fees for these items would hinder needed upkeep and maintenance on homes in the township. It was also suggested that the entire document be updated to provide ordinance references to each particular fee to assist in comprehension of the document and enforcement of the fees and permitting requirements. This item was tabled until the July 11 Board of Supervisors meeting.
- c) **Personnel Policy Manual** – The Secretary distributed an updated draft of the Personnel Policy Manual (previously called the Employee Handbook) to Board of Supervisor for review and discussion at a future meeting.

Police Department: Chief Briggs reported that there were no major issues with the current police sedan and that, even though it budgeted for 2017, the Police Department is not in a rush to purchase a new vehicle.

Road Department: The Roadmaster reported that he was contacted by Hammakers, and they are tentatively scheduling the contracted oil and chip work on Orchard Road the week of June 19.

Roadmaster Arentz distributed photos and reported that there are two dead or damaged trees along Steelman Marker Road that present an immediate danger of falling in to the roadway. The property owner Mr. Shank, is not willing to cut the trees but gave the Township permission to cut them. The Roadmaster contacted several utility companies to see if they would remove the trees. All declined. Mr. Jackson made a motion to authorize the Roadmaster to contact several companies to obtain pricing and proceed with the tree removal. Mr. Barlow seconded the motion. It was noted that a release form would be obtained from the property owner. The motion passed unanimously.

The Roadmaster also reported on dumping of tires and an ongoing issue dumping of soiled adult diapers. The Roadmaster presented photos. A trail camera was suggested. After some discussion, it was determined that using that route would not be effective. It was finally determined the best next course of action would be to post several no dumping signs in the area. The Roadmaster reported that he estimated the signs would cost \$20-30 each. Mr. Bostek made a motion to instruct the Roadmaster to purchase and install three “No Dumping” signs in the area in question. Mr. Barlow seconded the motion. There was no public comment. The motion passed unanimously. Ms. Joan Jackson stated that the Township’s waste management company Park’s will pick up tires are few at a time each month for township residents and may be willing to do it for

the Township Municipal building. The Roadmaster commented that Parks has been helpful in the past and that he would contact them.

Secretary/Treasurer: Because of the lateness of the hour, Ms. Peck asked to table the 2018 budget preparation discussion until the July 20 Workshop meeting. Ms. Peck asked if the Supervisors had time to review the previously distributed resident septic pumping letters. The letters are scheduled to be mailed on June 30 under the signature of the Board of Supervisors. The Supervisors all replied that they had no issues or comments on the letters and they could be mailed as is.

With no further business, Mr. Jackson made a motion to adjourn the meeting at 3:08 PM. Mr. Barlow seconded the motion and the motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Wendy Peck', with a long horizontal flourish extending to the right.

By Wendy Peck, Secretary/Treasurer