

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

**November 14, 2017
7:30 PM**

Board of Supervisors Meeting Minutes

The Board of Supervisors of Liberty Township, of Adams County, met Tuesday, November 14, 2017 at 7:30 PM at the Liberty Township Municipal Building, 39 Topper Road, Fairfield, PA 17320, for a regular monthly meeting.

Present: Vice Chairman Bob Jackson, Supervisor Walter Barlow, Chief Brand Briggs, Roadmaster Brian Arentz, and Secretary Wendy Peck.

Not Present: Chairman John Bostek and Solicitor John Phillips.

Vice Chairman Jackson called the meeting to order at 7:30 PM. Mr. Jackson reported that Chairman Bostek was not present due to health issues and announced that he would be chairing the meeting. Secretary Peck performed a roll call. A quorum was present. Mr. Jackson opened the meeting to public comment.

Public Comments:

Richard Luquette 710 Boyle Road asked if the Board would be considering the recent Act 42 of 2017, the Gambling Extension Act in which municipalities have a one-time option prior to December 31, 2017 to adopt a resolution not to permit slot machines in the municipality. Mr. Jackson reported that the topic will be on the December 5 BOS meeting agenda and the Solicitor is scheduled to be present to offer more information on the topic.

Rick Gladhill 605 Harbaugh Valley Road spoke about recent interactions with the Township Zoning Officer. He stated that he had previously reported a suspected sewage violation and is unaware that any action had been taken. The Supervisors addressed the comment and it was concluded that the suspected violation should be reported to the SEO Officer at KPI and not the zoning officer. Mr. Gladhill stated that he did also contact KPI.

Public comments ended at 7:35 PM.

Supervisor Comments:

Mr. Jackson reported that there were no results yet for the write-in of township elected auditor. There was some discussion on how the Board of Elections would determine the validity of each right-in. Mr. Jackson went on to speak about the agenda item Resolution to Appoint a Citizens Advisory Committee. Ms. Cindy Arentz of 1734 Tract Road asked if she could comment. Mr. Jackson permitted her to comment. In summary, Ms. Arentz stated that the resolution appeared to be an attempt to get the residents to do the job of the township. Mr. Jackson went on to state that the committee was formed based on input from the community that sought a more hands on approach. The resolution would provide an opportunity for citizens to become more involved with the township's finances. Mr. Jackson stated that Mr. Don Topper has submitted a resignation for the Planning Commission. He will continue to serve until December 31, 2017. Mr. Jackson encouraged interested parties to submit a letter of interest to the Township Secretary. Mr. Jackson went on to state that the Board of Supervisors had received several complaints and were reviewing them. He commented that the Board plans to have them addressed by the December 5 BOS meeting. Mr. Jackson announced that the Township Solicitor had submitted his resignation effective December 31, 2017. He went on to report that the opening was advertised, several applications have been received and interviews will take place over the next ten days.

Consideration of the Waste Contract Bids As appointed Township Representative for the Waste Management Contract, Mr. Jackson reported on the request for proposal review process. He stated

that it was determined that the low bidder Advanced Disposal was non-responsible and that the current contractor Park's Garbage was the lowest responsible bidder. **Mr. Jackson moved that Park's Garbage Service be awarded the Municipal Solid Waste Contract Option 2, as the lowest cost responsible bidder, rejecting the Advanced Disposal bid. Option 2 includes large item pickup, biweekly recycling, and quarterly devices recycling at a rate of \$215 per year per household. The contract will begin on January 1, 2018 and run three years and three months through March 31, 2021 with a one-year optional extension with no change in fees. Mr. Barlow seconded the motion and approval was unanimous.**

Mr. Barlow thanked the township for coming out to vote and reported that a record breaking number of voters was reported this year. He reported that a total of 420 residents voted.

Minutes:

October 3 BOS – Mr. Jackson asked if the Supervisors had received and reviewed the minutes from the October 3 Board of Supervisors meeting. All confirmed that they had received and reviewed them. Mr. Barlow made a motion to accept the October 3 meeting minutes. Mr. Jackson seconded the motion, and approval was unanimous.

October 19 Workshop Meeting – Mr. Jackson asked if the Supervisors had received and reviewed the minutes from the October 19 Workshop Meeting. All confirmed that they had received and reviewed them. Mr. Barlow made a motion to accept the October 19 Workshop Meeting minutes. Mr. Jackson seconded the motion, and approval was unanimous.

October 26 Budget Workshop Meeting – Mr. Barlow was not present at the meeting and there was no quorum for a vote. The item was tabled and will be placed on the December meeting agenda.

Treasurer's Report: Ms. Peck read the October Treasurer's Report. Copies were made available to the public at the meeting.

	General - Oper & Payroll Fund	Capital Reserve Fund
Beginning Balance	220,140.29	201,372.27
Checks & Payments	-56,626.59	0.00
Deposits & Credits	12,889.66	17.10
Cleared Balance	176,403.36	201,389.37
Uncleared Transactions	-1,246.25	0.00
Available Balance	175,157.11	201,389.37

Restricted Funds

	Fire Tax Fund	Highway Aid Fund
Beginning Balance	31,373.82	22,073.11
Checks & Payments	0.00	-51.93
Deposits & Credits	0.00	15.05
Cleared Balance	31,373.82	22,036.23
Uncleared Transactions	0.00	-916.23
Available Balance	31,373.82	21,120.00

Mr. Barlow moved for acceptance of the October Treasurer's report. Mr. Jackson seconded the motion and motion passed unanimously.

Approval of Expenses: Mr. Jackson asked if the Supervisors had received and reviewed the October expenses. Mr. Barlow Jackson moved for acceptance of the October expenses. Mr. Jackson seconded the motion and the motion passed unanimously.

Police Officer's Report – Chief Briggs read his report. He stated that the department participated in Fairfield Borough's Trick or Treat night and the Drug Take Back event at Carroll Valley Borough. Mr. Holler asked the Chief how many citations were written for the month of October. Chief Briggs responded stating that five citations, three misdemeanors and two summary offenses were issued. He also reported that fraud continues to be an issue and summarized a recent incident. Mr. Richard Swiat spoke about a recent news report that stated a law was passed to permit PA municipal police to use radar equipment. Mr. Swiat asked the Board if the this would be budgeted for and addressed. Chief Briggs stated that he was not aware that the law had passed the final stages.

Zoning Officer's Report – Mr. Jackson read the October Zoning Officer's Report which consisted of three Land Use Permits and five Driveway Permits totaling \$1,575. He commented that the location of the driveway permits was along private roads in the Rist Trail area. He went on to state that at a recent Fire Department meeting it was reported that emergency vehicles were having difficulty accessing the roads in that area. Mr. Barlow commented that at a minimum the Township should provide snow removal services to the area and stated that plowing private roads did occur in the past. Mr. Jackson stated that he had no objection to considering that option.

Roadmaster Report – Mr. Arentz read his report on activities for the month. The Roadmaster also reported that two bids for emergency snow removal services were received and distributed to the Board. Bids were received from Stone Ridge Manor and Hobb's Trucking. He asked the Board to consider them and advise who to secure as winter is approaching. Mr. Barlow stated that Stone Ridge Manor had a lower hourly rate but required a minimum retainer of \$2,000. Mr. Jackson stated that it would need further discussion.

Planning Commission Report: Planning Commission Member Barbara Ruppert reported that there were no submissions in October and that Planning Commission continues to review the SALDO. There are also no plans for November and the meeting will be cancelled, but several members will volunteer their time to file plans. Mr. Barlow asked Ms. Ruppert about Mr. Somerville's application. Ms. Ruppert had no recollection of Mr. Sommerville's application. It was determined that Mr. Sommerville's application was to the zoning officer for a land use permit. It was pointed out that his land use permit was denied with some basis on definitions in the SALDO which the Planning Commission was currently reviewing. At the time of his denial, Mr. Sommerville was advised that he could appeal to the zoning hearing board.

Old Business

Propane Tanks – Mr. Barlow gave an update on the procurement of a propane tank. There was some discussion of refurbished tank availability and the costs of a new tank and propane pricing. Mr. Barlow stated that he could procure a new 500-gallon tank from Fisher's for \$1,200, and with the purchase of the other necessary parts such as a regulator, copper pipe and plastic pipe the total would be approximately \$1,500. He stated that the Roadmaster could pick up the tank to eliminate a delivery charge. He went on to state that he would receive a written quote or invoice from Fisher's. Mr. Barlow reported that State Line would perform the hookup at no charge if the Township purchased propane from them. Mr. Barlow made a motion to proceed with the purchase of a new tank from Fisher's and hook-up with State Line, Mr. Jackson seconded the motion and approval was unanimous. Mr. Barlow agreed to make the arrangements.

New Enterprise – Mr. Jackson reported that the Solicitor had sent a letter to New Enterprise requesting a response to the most recent settlement amount with a deadline of November 13. He stated that no response was received, and that the Solicitor is scheduled to be at the December BOS meeting and could elaborate then.

Wenschhof Road spelling in Adams County – To address a previous request to contact Adams County to update to the correct spelling of Wenschhof Road, **Mr. Jackson made a motion to the instruct the Secretary to contact Adams County and request the correction. Mr. Barlow seconded the motion and approval was unanimous.**

New Business

Consideration of the Waste Contract Bids was covered in Mr. Jackson's Supervisor Comments. Entertain a motion to adopt 2018 Budget. Mr. Barlow stated that he had not reviewed the budget. The item was tabled and would be added to the December 5 agenda.


Entertain a motion to adopt Resolution 2017-R9 A Resolution Authorizing The Forming Of A Citizens Advisory Committee On Determining And Setting Liberty Township Fees. Mr. Jackson made a motion to adopt the resolution. There was no second. The item was tabled and would be added to the December 5 agenda.

Draft Ordinance – Maintenance of Trees Along Public Roads. Mr. Barlow made a motion to advertise the ordinance. There was no second. The item was tabled and would be added to the December 5 agenda.

At 8:37 PM, Mr. Jackson made a motion to adjourn, Mr. Barlow seconded the motion, and approval was unanimous.

The next regularly scheduled Board of Supervisors meeting will be held on Tuesday, December 5, at 7:30 PM at the Township Municipal Building.

Respectfully submitted,



By Wendy Peck, Secretary/Treasurer