

**Liberty Township Board of Supervisors, Adams County, PA**  
**39 Topper Road, Fairfield, PA 17320**  
**May 2, 2023, Board of Supervisors Meeting Minutes**

The Board of Supervisors of Liberty Township, Adams County met Tuesday, May 2, 2023, at 6 PM at the Township Municipal Building located at 39 Topper Road, Fairfield, PA 17320. The meeting was streamed live on Liberty Township's YouTube Channel.

**Present:** Chairman Walter Barlow, Vice Chairman Robert Keilholtz, Supervisor Brandon Lowe, Solicitor John Lisko, Chief Sherri Hansen, Secretary/Treasurer Wendy Peck, and Administrative Assistant Hannah Beckett.

**Public Comments:**

**Roger Johnson, 10 Strausbaugh Trail**, asked if the Board would be addressing the recent notices sent out by PMCA.

**Mark Fairall, 9 Strausbaugh Trail**, stated that he wanted to ask the same thing as Roger Johnson regarding the notices of violations that were recently mailed out to residents.

**Holly Solano, 13 Strausbaugh Trail**, expressed her understanding of the notices sent from both the Adams County Conservation District and PMCA. Holly Solano asked if the Board was able to comment on the notices sent out by the Conservation District. Mr. Barlow stated that the Board would not be commenting on the Adams County Conservation District notices. Holly Solano then asked if she had to provide a plan for short term fixes and long-term fixes. Mr. Keilholtz stated that those plans should go to PMCA. Holly Solano asked if property owners would be able to pursue civil or criminal charges against the person who caused the property damage. Mr. Barlow replied that her statement reflected his understanding of the situation.

**Dave Gebhart, 33 Strausbaugh Trail**, asked why the Township has not improved the pipes on Bullfrog Road to offset the drainage and address water runoff issues from Rist Trail and Strausbaugh Trail. The Board responded in detail with an explanation of stormwater management as well as the responsibility of the Township and the steps that have been taken to manage stormwater.

**Richard Swiat, 385 Wenschhof Road**, commented that there is a need for bigger pipes across the Township, and specifically on Wenschhof Road. He acknowledged that the Township previously attempted to address the issue on Wenschhof Road several years ago and there seemed to difficulty in obtaining the necessary permits from the state. He went on to say that even if Rist and Strausbaugh Trail were Township maintained roads, work might not be able to be completed due to similar issues.

**Supervisor Comments:**

- **Mr. Keilholtz** had no comments.
- **Mr. Lowe** had no comments.
- **Mr. Barlow** had no comments.

**Minutes:** *Mr. Keilholtz moved to accept the minutes of the April 4 regular meeting. Mr. Lowe seconded the motion. All voted yes, and the motion passed.*

**LIBERTY TOWNSHIP, ADAMS COUNTY - TREASURER'S REPORT -As of Apr 30, 2023**

ACNB Gen Oper		\$203,392.61	PLGIT Liquid Fuels	\$85,596.76
PLGIT Gen Res		\$417,424.86	ACNB Escrow	\$13,145.61
PLGIT Cap Res		\$132,783.06	ACNB ARP	\$94,383.66
		\$753,600.53		

Type	Date	Num	Name	Memo	PD AMT	Balance
<b>01.100 · GEN OPER &amp; PAYROLL - ACNB (Checking Account)</b>						<b>81,857.86</b>
Deposit	03/31/2023			Interest	2.88	81,860.74
Check	04/04/2023	12971	John M. Lisko	Solicitor Fees	-3,198.00	78,662.74
Check	04/04/2023	12972	Zachary I. Mills	March 2023	-77.00	78,585.74
Check	04/04/2023	12973	KPI Technology	Invoice #9521	-1,373.90	77,211.84
Check	04/04/2023	12974	Total Tech Solutions LLC	Invoice 9399	-450.00	76,761.84
Check	04/04/2023	12975	SEK&Co.	Invoice 205610	-2,000.00	74,761.84
Deposit	04/04/2023			Deposit	5,239.00	80,000.84
Deposit	04/04/2023			Deposit	9,823.33	89,824.17
Check	04/05/2023	ACH	BMO Harris Bank-PLGIT	PLGIT CREDIT ACCOUNT	-2,259.89	87,564.28
LiabCheck	04/06/2023	ACH	York/Adams County EIT	000095043	-787.92	86,776.36
LiabCheck	04/07/2023	E-pay	PA Dept. of Revenue	1641 9699 QB Tracking # 69381	-251.43	86,524.93
LiabCheck	04/07/2023	E-pay	PA Dept. of Revenue	1641 9699 QB Tracking # 69382	-243.60	86,281.33
LiabCheck	04/07/2023	E-pay	PA Dept. of Revenue	1641 9699 QB Tracking # 69383	-249.28	86,032.05

Deposit	04/10/2023			Deposit	27.50	86,059.55
Check	04/10/2023	ACH	ACNB	Payroll - Direct Dep ServCharge	-29.06	86,030.49
Deposit	04/12/2023			Deposit	14,023.22	100,053.71
Deposit	04/12/2023			Deposit	633.29	100,687.00
Paycheck	04/13/2023	12976	Barlow, Walter M		-907.93	99,779.07
Paycheck	04/13/2023	ACH	Beckett, Hannah		-570.91	99,208.16
Paycheck	04/13/2023	ACH	Boehs, Don		-444.17	98,763.99
Paycheck	04/13/2023	ACH	Ilko {Tax Collector}, Jessica L.		-333.82	98,430.17
Paycheck	04/13/2023	12977	Keilholtz, Jr., Robert E.		-249.33	98,180.84
Paycheck	04/13/2023	12978	Pecher, Bruce E.		-190.96	97,989.88
Paycheck	04/13/2023	ACH	Peck, Wendy J.		-1,241.67	96,748.21
Paycheck	04/13/2023	ACH	Roosen, Christopher M.		-2,330.48	94,417.73
Paycheck	04/13/2023	ACH	Hansen, Sherri		-256.80	94,160.93
LiabCheck	04/18/2023	ACH	US Treasury Dept/IRS	23-2110946	-1,846.26	92,314.67
Deposit	04/18/2023			Deposit	21,843.76	114,158.43
Check	04/20/2023	12979	Rabold's Services	Invoice 26641	-108.00	114,050.43
LiabCheck	04/20/2023	12980	Security Benefit Ret Serv	610257	-398.44	113,651.99
Check	04/20/2023	12981	PA Municipal Code Allian	46018	-1,231.25	112,420.74
Check	04/20/2023	12982	Total Tech Solutions LLC	Invoice 9461	-750.00	111,670.74
Check	04/20/2023	12983	Verizon Wireless	Acct 621280772-00001	-184.52	111,486.22
Check	04/20/2023	12984	Comcast-Phone	901156234	-190.80	111,295.42
Check	04/20/2023	12985	KPI Technology	Invoice #9543	-1,196.92	110,098.50
Check	04/20/2023	12986	Hull Electric Service, Inc	Invoice 6720	-1,820.00	108,278.50
Check	04/20/2023	12987	Shealers Septic Service	Inv 34655	-60.00	108,218.50
Check	04/20/2023	12988	Gettysburg Times	Cust 159232	-165.00	108,053.50
Check	04/20/2023	12989	LEAF	100-4990181-001	-78.00	107,975.50
Check	04/20/2023	12990	West Penn Power	100090757368	-177.95	107,797.55
Check	04/20/2023	12991	Hamiltonban Township	Purchase Used Post Driver	-250.00	107,547.55
Check	04/20/2023	12992	NMS	Account # 40598	-283.00	107,264.55
Deposit	04/20/2023			Deposit	14,828.12	122,092.67
Deposit	04/26/2023			Deposit	90,248.02	212,340.69
Paycheck	04/27/2023	12993	Barlow {BOS}, Walter		-87.78	212,252.91
Paycheck	04/27/2023	12994	Keilholtz, Jr. {BOS}, Robert		-87.78	212,165.13
Paycheck	04/27/2023	12995	Lowe {BOS}, Brandon C.		-87.78	212,077.35
Paycheck	04/27/2023	12996	Barlow, Walter M		-829.75	211,247.60
Paycheck	04/27/2023	ACH	Beckett, Hannah		-241.75	211,005.85
Paycheck	04/27/2023	ACH	Boehs, Don		-328.08	210,677.77
Paycheck	04/27/2023	ACH	Ilko {Tax Collector}, Jessica L.		-323.26	210,354.51
Paycheck	04/27/2023	ACH	Ilko, Jessica		-26.32	210,328.19
Paycheck	04/27/2023	12997	Keilholtz, Jr., Robert E.		-477.66	209,850.53
Paycheck	04/27/2023	12998	Pecher, Bruce E.		-215.52	209,635.01
Paycheck	04/27/2023	ACH	Peck, Wendy J.		-1,241.66	208,393.35
Paycheck	04/27/2023	ACH	Roosen, Christopher M.		-2,687.46	205,705.89
Paycheck	04/27/2023	ACH	Hansen, Sherri		-256.80	205,449.09
LiabCheck	04/28/2023	ACH	US Treasury Dept/IRS	23-2110946	-2,056.48	203,392.61
<b>Total 01.100 · GEN OPER &amp; PAYROLL - ACNB (Checking Account)</b>					<b>121,534.75</b>	<b>203,392.61</b>

**100.00 · PLIGT State**

Deposit	04/01/2023			Interest	378.66	90,903.40
Check	04/20/2023	712	Mar-Bar Tire	Invoice #67263	-1,140.97	89,762.43
Check	04/20/2023	713	Barlow Ag Service & Sa	Repair Order 23199	-195.50	89,566.93
Check	04/20/2023	714	East Trail Automotive	03/30/23-2012 GMC	-322.70	89,244.23

Check	04/20/2023	715	Specialty Granules, Inc.	73012	-3,061.11	86,183.12
Check	04/20/2023	716	Foster F Wineland, Inc	6415 John Deere Mower mainte	-586.36	85,596.76
<b>Total 100.00 · PLIGT State</b>					<b>-4,927.98</b>	<b>85,596.76</b>
<b>10.100 · Liberty Township Escrow</b>						<b>13,145.61</b>
					<i>NO ACTIVITY</i>	0.00 13,145.61
<b>Total 10.100 · Liberty Township Escrow</b>					<b>0.00</b>	<b>13,145.61</b>
<b>95.100 · PLGIT Gen Reserve Fund</b>						<b>415,747.25</b>
Deposit	04/01/2023		Interest		1,677.61	417,424.86
<b>Total 95.100 · PLGIT Gen Reserve Fund</b>					<b>1,677.61</b>	<b>417,424.86</b>
<b>30.101 · PLIGIT Capital Reserve Fund</b>						<b>132,244.96</b>
Deposit	04/01/2023		Interest		538.10	132,783.06
<b>Total 30.101 · PLIGIT Capital Reserve Fund</b>					<b>538.10</b>	<b>132,783.06</b>
<b>ACNB ARP FUND</b>						<b>94,379.65</b>
Deposit	03/31/2023		Interest		4.01	94,383.66
<b>Total ARP Fund</b>					<b>4.01</b>	<b>94,383.66</b>

*\*Interest not available at time of report.*

**Mr. Lowe moved for acceptance of the April Treasurer's report. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.**

**Expenses/Payroll: Mr. Keilholtz moved for retroactive approval of the 04/05/2023 - 05/02/2023 expenses. Mr. Lowe seconded the motion. All voted yes, and the motion passed. Mr. Barlow moved for retroactive approval of the 03/26/2023 - 04/08/2023 payroll. Mr. Lowe seconded the motion. All voted yes, and the motion passed. Mr. Keilholtz moved for retroactive approval of the 04/09/2023 - 04/22/2023 payroll. Mr. Barlow seconded the motion. All voted yes, and the motion passed.**

**Police Department Report** – Chief Hansen reported that in the month of April, the Police Department worked 225.5 hours, drove 2060 miles, and used 172.8 gallons of gas. In Liberty Township, there were 19 911 incidents, 20 traffic citations, 4 faulty equipment, 9 PSP calls, 3 warnings, 2 misdemeanors, and 1 felony arrest. In Freedom Township, the Police Department worked 25 hours, issued 17 traffic citations, 15 warnings, and 5 non-traffic. In Highland Township, the Police Department worked 25 hours, issued 7 traffic citations and 2 warnings. The 2023 Ford Explorer Interceptor is still in the process of being upfitted. Chief Hansen added that Sergeant Roosen attended a DUI Conference in April. She stated that the Police Department had successfully submitted quarterly reports for the grant. In accordance with the Police Policy manual, body cam videos over 60 days old have been purged. Chief Hansen added that car 2 had an oil change and received new tires. Mr. Keilholtz asked if scheduling is going well with both Freedom and Highland Townships. Chief Hansen replied that it has been going well. Chief Hansen presented information on Bulletproof Vest Grant that the Township has previously received. She stated that a bulletproof vest needed to be purchased soon for Sergeant Roosen. Chief Hansen asked the Board to make a motion to approve the application for the grant. **Mr. Barlow made a motion to apply for the Bulletproof Vest Grant. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.**

**Zoning Officer's Report** - Mr. Barlow reported that in the month of April one permit was issued for a roof replacement, bringing in \$45. He stated that there are no updates with ongoing violations besides that there are a few court dates coming up.

**Roadmaster Report** – Mr. Barlow reported that in the month of April, the Road Department drove 573.2 miles, used 56.5 gallons of gas, and 63.5 gallons of off-road diesel. Ditching work was recently completed on Wenschhof Road, and Rip-Rap was placed along the road. This work was completed to prevent water from running too fast and damaging the roads. Similar work was recently completed on Boyle Road, McGlaughlin Road, and Bullfrog Road. Mowing was started along Township roads by Mr. Keilholtz, all but Brent and Sanders Road have been mowed. Mr. Barlow performed work on the mower as well. Soon, the Road Department will begin cutting pipes that are undersized. Boyle Road needs pipes, Sanders Road needs a pipe at the S turn, and the pipe on Wenschhof Road will be replaced at some point. The Secretary and Mr. Barlow worked on the road bids; they will be advertised in the Gettysburg Times on May 4<sup>th</sup>. The Township will be looking at bids from various contractors for projects on Boyle Road, Wenschhof Road, Sanders Road, Old Waynesboro Road, and Pecher Road. Mr. Barlow reminded residents about the ECycle event happening at the Township Building on May 13<sup>th</sup> from 8AM to 11AM.

**Planning Commission Report:** Judie Hogan reported that there was no Planning Commission meeting in April. She added that there has been nothing submitted for the May meeting so far and that the Planning Commission most likely will not meet until June 20<sup>th</sup>.

**Secretary/Treasurer:** None.

**Old Business:** None.

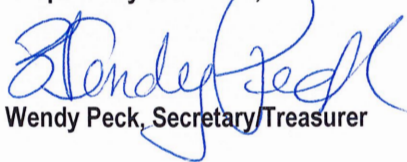
**Public Comments on New Business Items:** None.

**New Business:**

- *Mr. Barlow made a motion to accept the resignation of Jim Holler from the Zoning Hearing Board. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to appoint Robert Mallette to the Zoning Hearing Board. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to adopt a Resolution to allow for an alternate member of the Zoning Hearing Board. Mr. Lowe seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to appoint Jim Holler as an alternate member to the Zoning Hearing Board. Mr. Lowe seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to table the request for a Waiver of Plan Submission for Stem – Airedale Trail 25QQ0-0012---000 and 25QQ0-0013---000. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.*
- *Mr. Barlow made a motion to grant a request from Brenda and Robert Borne – 306 Gladhill Road 25A18-0027---000 to delay demolition of the current single-family home until completion of the new structure for one year with the potential of an extension. Mr. Keilholtz seconded the motion. All voted yes, and the motion passed.*
- *Mr. Keilholtz made a motion to approve an Updated Bid amounting to \$2,585 from Hull Electric, Inc. for Municipal Building Electric Work. Mr. Lowe seconded the motion. All voted yes, and the motion passed.*

With no further business, **at 6:49 PM Mr. Barlow made a motion to adjourn the meeting. Mr. Lowe seconded the motion. All voted yes, and the motion passed.** The next meeting of the Board of Supervisors is scheduled for Tuesday, June 6, 2023, at 6 PM at the Township Municipal Building.

Respectfully submitted,



Wendy Peck, Secretary/Treasurer