

**HALIFAX TOWNSHIP  
BOARD OF SUPERVISORS  
MONTHLY BUSINESS MEETING  
JUNE 13, 2011**

**CALL TO ORDER:** Chairman Bechtel called the meeting to order at 7 p.m. followed with the Pledge of Allegiance.

**ROLL CALL:** Supervisors Bechtel, Shultz, Stopfel, Eppley and Hoover are present. Solicitor Bruce Warshawsky, Engineer Tom Wilson, Roadmaster Corey Stazewski, Dale Shoop and Secretary/Treasurer Carolyn Nye are present.

**PUBLIC COMMENT PERIOD:** **Flo Mallone** defers. **Albert Wentzel** brought up the issue of storm water problems at Third and Maple. The Board charged Dale and the new Roadmaster with doing a site visit to assess this area and report back to the Board. **Mike Sweigard** brought up his ongoing concern regarding the stormwater issue pertaining to his property as it relates to the Lenker Development and asks the Board to make sure the storm water planning is done in a way to eliminate infringing on his property. Chairman Bechtel stated he did a site evaluation on his own at the Sweigard farm during a rainstorm. He stated there is water coming from Massers onto Mr. Lenker's property that comes down across Mike's property. Chairman Bechtel stated the only thing the Board can do is to have the Township Engineer review this plan when it is presented to the Board and make a determination. **Norma Shearer** asks the Board if they would consider giving certificates of appreciation to the boy scouts who are providing services for the park. Supervisor Stopfel stated there will be an article in the Sentinel in appreciation of the Boy Scouts' contributions to the park.

**SECRETARY/TREASURER REPORT: Paid Interim Bills** – Supervisor Hoover made a motion to approve the interim bills, seconded by Supervisor Shultz, vote called, motion carried 5-0.

**Current Unpaid Bills** – Supervisor Shultz made a motion to approve the current unpaid bills, seconded by Supervisor Shultz, vote called, motion carried 5-0.

**Minutes – May 9 and May 20: Motion** - Supervisor Hoover made a motion to approve the May 9 minutes as written, seconded by Gary Shultz, vote called, motion carried 5-0. **Motion** - Supervisor Shultz made a motion to approve the May 20 minutes as written, seconded by Supervisor Hoover, vote called, motion carried 5-0.

**Financial Report** – No comments/discussion.

**PLANNING COMMISSION RECOMMENDATION: Mildred Lebo Trust Plan – Motion** – Supervisor Shultz made a motion to approve the following waivers: the modifications requested Section 404, 405 (procedure and specifications for a preliminary plan), Section 405.1.a (17) which requires a wetland delineation by metes and bounds, Section 502.3.b.3 which requires street widening, Section 606 which requires curbing when recommended by the Planning Commission or Engineer, Section 607 which requires sidewalks when recommended by the Planning Commission or Engineer and Section 405.1.a.(13) which requires existing and proposed contours at vertical intervals of two feet, seconded by Supervisor Hoover, vote called, motion carried 5-0. **Motion** – Supervisor Shultz made a motion for approval of the plan contingent upon providing financial security, estimate revision to show \$2,500 for Stabilized Construction Entrance, DCCD's review, Stormwater Management and the Maintenance Agreement, seconded by Supervisor Stopfel, vote called, motion carried 5-0.

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**Bruner Plan** - The plan is ready for signature.

**ENGINEER REPORT** – Tom read his report of June 6, 2011.

**Matamoras Subdivision Plan** – The developer is in violation of the SALDO per Tom Wilson's inspection in which he determined it was not done per the plan submitted. The Solicitor will send Mr. Jorich a notice to remedy the deficiency and increase the Letter of Credit.

**SOLICITOR REPORT:** The Solicitor read his report dated June 10, 2011.

**Bistline Plan** – The Solicitor will send a letter to Mr. Bistline outlining his obligation for outstanding fees.

**ROADMASTER REPORT:** Dale presented his report regarding the liquid fuels project. Fellowship Drive is sited for repair. It will entail 475 feet of paving at approximately \$18,000.00. Advertisement will be done and bids can be opened at the July meeting. Matamoras Road needs widened and this will involve a two-year project. Triangle Manor will require drainage done before any paving is done. This may be a one year project. Fred Ford was called on and he stated the Township may want to postpone Fellowship Drive until some time after the Sewer and Water Authority completes the proposed sewage project. Fred stated a decision will be made around July by the Sewer and Water Authority. The Board decided to wait for the Sewer and Water Authority's decision before proceeding with the paving project on Fellowship Drive. Corey Stazewski was introduced as the new Roadmaster. A homeowner in Hickory Hills complained about a drainage issue resulting from a township drain. This will have to be corrected by the Township and an easement will have to be obtained if there is none in place.

**ADMINISTRATIVE: Clarification on Nuisance Complaint Procedure** – The policy requires an individual to either come to a public meeting to voice his complaint or submit it in writing and sign the complaint. This record is subject to the right-to-know law.

**PA Bulletin** – Secretary reported the Township received a subscription renewal for this magazine which provides updated notices, rules and regulations of the commonwealth agencies. She asks if the Board wanted to renew this subscription. Dale Shoop stated this information is posted online. The Board decided not to renew.

**SEO REPORT:** None Received.

**OLD BUSINESS: Valleys Regional Comprehensive Plan Resolution** – Supervisor Stopfel made a motion to waive the reading of the resolution, seconded by Supervisor Hoover, vote called, motion carried 5-0. **Motion** to adopt resolution was made by Supervisor Shultz, seconded by Supervisor Stopfel, vote called, motion carried 5-0.

**Proposed Grant Procedure – Motion** – Supervisor Shultz made a motion to approve the policy procedure, seconded by Supervisor Hoover, under discussion Supervisor Stopfel commented on some other municipalities who do not have such a policy and have a hired grantwriter, she also commented on time factors for writing grants and feels this could deter that process, she suggested the Township set money aside for matching funds, Bonnie Freeman commented on difficulty getting an experienced person to write grants and feels this policy would hinder process, Chairman Bechtel stated he is not in favor of a grant being applied for when the Board of Supervisors are not being made aware of the grant

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before the application is processed and also not being made aware of any matching funds that are required through this process, discussion continued and Supervisor Eppley made a motion to defer this discussion until next month, seconded by Supervisor Stopfel, no further discussion, vote called, motion carried 5-0.

**Replacement Pickup Truck** – Supervisor Shultz opened discussion by commenting about the need for a new pickup truck, the use of inmates for township projects and a vehicle to accommodate this.

**Motion** – Supervisor Hoover made a motion to authorize Corey to pursue researching for such a vehicle and the price involved, seconded by Supervisor Stopfel, vote called, motion carried 5-0.

**Motion** – Supervisor Stopfel made a motion to advertise the 1994 truck with plow, seconded by Supervisor Eppley, vote called, motion carried 5-0.

**Township Mowing** – The brush mower is broken down and in need of repair. Once this is back in service, the mowing throughout the Township will take place.

**Employee Use of Pickup Trucks (IRS Reporting)** – Discussion pursued surrounding possibility of employee having to report use of township truck as income when used to travel back and forth from home to the township building. More research will be pursued and this item will be on the agenda for July.

**Possible date for Executive Session – Lenker Agreement** – The Board scheduled June 28 at 7 p.m. for this executive session.

**Masser Nuisance** – Dale reported based on his site visit there is a nuisance violation on this property. He was assigned to take pictures and provide them to the Solicitor. The Solicitor will respond to a letter sent to the Township by Mr. Masser's attorney regarding this nuisance.

**NEW BUSINESS: Inmate Help in the Township** – The Board agreed to use inmates for projects.

**TAP (Technical Assistance Program) Application for Ft. Halifax Park (fish habitat structures)** – Chairman Bechtel gave an overview on the site evaluation that took place on June 2 at the park pertaining to the fish habitat enhancement and bank stabilization. **Motion** – Supervisor Stopfel made a motion to move forward with the TAP application with the Fish Commission, seconded by Supervisor Eppley, vote called, motion carried 5-0. Jim Eppley will assist in preparing the application.

**Gas Reimbursement** – Ramie does not have the use of a township truck due to the fact that the pickup truck he had been using has rusted thru the gas tank straps and extensively rusted the frame. **Motion** – Supervisor Hoover made a motion to reimburse Ramie at .51 cents per mile for use of his personal truck for Township business, seconded by Supervisor Stopfel, under discussion Supervisor Eppley asks if this falls under reported income by the employee, Solicitor stated it would only be required if it is beyond the IRS rate, vote called, motion carried 5-0. Contact will be made with Tom Troutman regarding clarification on insurance coverage while Ramie is using his pickup on Township business. A daily log should be kept by the employee in order to submit for gas reimbursement.

**Halifax Park Issue** - Based on a notification from Norma Shearer about a camp site on the Ft. Halifax Park property, Corey and Dale investigated and provided pictures of an unauthorized camp site at the park property on the East side of the creek. The Board instructed Dale and Corey to remove the items

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and house them at the Township building and wait to see if someone inquires about them. The Solicitor stated the area should be posted and if that does not help, the State Police should be contacted when a violation occurs. **Motion** – Supervisor Stopfel made a motion to have Brad Bruner make three signs depicting park rules and three no unauthorized vehicles signs, seconded by Supervisor Eppley, vote called, motion carried 5-0. Secretary asks for clarification on who is to get notified if someone reports a violation of the park rules and regulations especially if this violation is reported to be occurring after hours. It was agreed that Corey be notified first and if he deems it necessary to contact the State Police, he will do so.

**Certificates** – Supervisor Stopfel made a motion to authorize the secretary to research the availability of certificates for presentation to individuals who make various contributions to the Township, seconded by Supervisor Eppley, vote called, motion carried 5-0.

**AGENDA ITEMS FOR NEXT MEETING:** Grant Policy, 1994 Pickup Truck, Law on Employee Use of Township Trucks.

**ANNOUNCEMENTS:** June 14 at 7 p.m. Township Workshop Meeting Re: Park.  
Planning Commission Meeting Wednesday, July 6 at 7 p.m.  
Township Meeting July 11 at 7 p.m.

**ADJOURNMENT:** Supervisor Hoover made a motion to adjourn, seconded by Supervisor Eppley, vote called, motion carried 5-0.

Respectfully Submitted By Carolyn Nye, Secretary