

HALIFAX TOWNSHIP
102 Fisher Street
BOARD OF SUPERVISORS
MONTHLY BUSINESS MEETING MINUTES
February 12, 7:00 p.m.

CALL TO ORDER - Chairman Bechtel called the meeting to order at 7:07 pm followed with the Pledge of Allegiance.

ROLL CALL - Supervisors Bechtel, Bruner, Schreffler, Paul and McBurney are present along with Solicitor Warshawsky, Engineer Wilson, Roadmaster Corey Stazewski and Secretary Wendy M. Wentzel.

RECORDING MEETING – No one other than the Recording Secretary is recording this evening’s meeting.

EXECUTIVE SESSION – There was an executive session held this evening from 6:10 pm until 7:00 pm to discuss personnel, possible land purchase and litigation.

PUBLIC COMMENT PERIOD – **Frank Wilmarth**, of the Friends of Fort Halifax, announced that they had met with the Blue Bird Society of Pennsylvania at the Ned Smith Center regarding the bluebird propagation. Tentative arrangements have been made to place approximately a dozen more bluebird boxes around Fort Halifax Park and to maintain the existing half dozen already there. A representative of the Bluebird Society from Dauphin who will be coordinating with DCNR to report propagation activities and maintaining the bluebird boxes. The boxes would be placed well away from the mowing area. He is asking for the Board’s support in the initiative. The Board gave him support for the project. **Bob Keefer** of the Friends of Fort Halifax asked that the Board if a date for the fireworks has been set. He stated that a man came with an ice cream stand. Supervisor Bruner stated that a date has not been set and that they would be notified as soon as possible.

SECRETARY/TREASURER REPORT

Paid Interim Bills – **Motion** was made by Supervisor Paul and second by Supervisor McBurney to approve the paid interim bills thru February 13, 2018. Vote called. Motion carries 5-0. **Current Unpaid Bills** – **Motion** was made by Supervisor Schreffler and second by Supervisor Paul to pay the unpaid bills as of February 13, 2018. Vote called. Motion carries 5-0. **Minutes** – **Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to approve the meeting minutes January 8, 2018 meeting. Vote called. Motion carries 5-0. **Financial Report** – Placed on file for audit at a later period.

EMC REPORT – No report submitted.

Everbridge Agreement – A Mutual Agreement - Use of a Public Notification Services through Authorized Users was approved in a previous meeting. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to ratify the Everbridge Agreement. Vote called. Motion carries 5-0.

PLANNING COMMISSION REPORT – Chairperson Mallonee provided an update and noted that the 2018 officers will remain the same as 2017. There was nothing for the regular meeting for the Planning Commission.

ENGINEER REPORT – Engineer Wilson went over his report dated January 26, 2018 for services during the month of January 2018 and placed on record.

SOLICITOR REPORT – Solicitor Warshawsky presented his report dated February 8, 2018 for services during January and provided an overview of the items in his report. The report will be placed on record. Bold text items are on the agenda. **Members 1st** – Engineer Wilson submitted a memorandum dated February 12th. The C1 Comment was addressed. A new O & M Agreement resubmitted will be recorded along with the site plans. A Developer’s Agreement was submitted by Members 1st to be executed and recorded. **Motion** was made by Supervisor Schreffler

and second by Supervisor Bruner to execute the plans as submitted and hold the plans until the Township is in receipt of the O & M Agreement signed by Members 1st along with the executed Developer's Agreement. Vote called. Motion carries 5-0. **207 Tourist Park Road** – No progress made. Placed on the agenda for next month. **Parthemore Nuisance – Roaming chickens** – A response was received informing the Township that the chickens have been caught and relocated. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to send a formal nuisance letter if the chickens get loose and roam again. Vote called. Motion carries 5-0. **Quail Commons Streets** – Engineer Wilson and Roadmaster Stazewski inspected the streets and determined that it would cost \$5,000 to repair the inlets and repair the streets to the Township's specifications. **Motion** was made by Supervisor McBurney and second by Supervisor Paul to accept \$5,000 to repair the inlets and prepare the Deed of Dedication with the Board executing the same at the next meeting. Vote called. Motion carries 5-0. **Brown/Hoover** – Mr. Hoover's counsel has changed. Their Agreement has not been gotten together. The Township is still on the Docket with DJ Johnson for March 21st regarding the service fees the Township incurred with serving Mr. Hoover the complaint. Motion was made by Supervisor McBurney and second by Supervisor Bruner to withdraw the complaint without prejudice but be sure when the agreement is executed that payment is made. Vote called. Motion carries 5-0.

ROADMASTER REPORT – Roadmaster Stazewski submitted his report for January which will be placed on record.

SEO REPORT – SEO McFeaters submitted his report dated February 8, 2018 for services during the month of January 2018. This will be placed on record.

ADMINISTRATIVE

Township Website – **Motion** was made by Supervisor McBurney and second by Supervisor Bruner to retain Cloud 5 Solutions as the webmaster for the Halifax Township website for the amount of \$390.61 for 2018. Vote called. Motion carries 5-0

OLD BUSINESS

Act 172 – After further discussion, this line item was tabled.

207 Tourist Park Road – No changes. On the agenda for next month.

Meeting Room Policy – Secretary Wentzel reviewed the existing policy and recommended to the Board that the existing policy be used.

Act 537 – Justin Mendinsky and Cory Salmon from HRG were present to discuss the preplanning meeting which was held with DEP along with Supervisor Paul and Supervisor McBurney. **Motion** was made by Supervisor Paul and second by Supervisor McBurney to ask HRG for a budget to complete an Act 537 Plan for Halifax Township. Vote called. Motion carries 5-0.

Lenker Estates – Phase I – Financial Security Release – In February 2016, the approved plan was modified to eliminate the water line extended into the next phase which was approved by the Board of Supervisors. There was never an adjustment made to reduce the amount on the Letter of Credit and the plan was never updated to reflect the water line being eliminated. The second reduction relates to the request to eliminate sidewalks in front of the retention pond and was never formally acted on. **Motion** was made by Supervisor Paul and second by Supervisor Paul to eliminate the water line and section of sidewalk from the Plans. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to reduce the Letter of Credit #348 to \$18,260.00 and approve the revised plans as discussed. Vote called. Motion carries 5-0.

Lenker Estates II – Financial Security Release – Engineer Wilson's memorandum dated January 8, 2018, outlines items yet to be completed within Lenker Estates II with regards to Letter of Credit #351. The second Letter of Credit relates to the 2 manholes that never passed inspection. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to reduce the Letter of Credit #351 to \$93,392.20 and the second Letter of Credit #352 to \$990. Vote called. Motion carries 5-0.

Business Registrations/Key Lock Boxes – This item was tabled.

Farhat LDP Extension – Tony Trost explained that they are still in the beginning stages of the PennDOT traffic study. A scoping meeting was just held which Engineer Wilson and Chairman Bechtel were in attendance. The NPDES permit has been issued. Mr. Farhat proposed an idea of a retention pond and a sediment trap in the rear of the site along with a parking pad and stoning it so he can get the vehicles to the rear of the property and out of sight. **Motion** was made by Supervisor Bruner and second by Supervisor McBurney to grant the extension for the Farhat Land Development Plan to May 14, 2018. Vote called. Motion carries 5-0.

NEW BUSINESS

Appointment of a CPA Firm Resolution – **Motion** was made by Supervisor Bruner and second by Supervisor McBurney to dispense with the reading of the Resolution. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to appoint Lettich & Zippay from Pottsville, PA. Vote called. Motion carries 5-0.

Lake Tobias Donation Check – The Township received a donation check in the amount of \$1,000 from Lake Tobias. Supervisor McBurney wanted it Sunshined into the records that the check was a donation for no specific purpose and that it was in kind and a gesture of kindness. **Motion** was made by Supervisor Bruner and second by Supervisor McBurney to accept the check. Future use of these monies will require action from the Board. Vote called. Motion carries 5-0.

HARA Representative – Fred Ford has asked to be replaced on the Halifax Area Recreation Authority. This has been tabled until next month to order to search for a representative.

Set Cleanup Days Dates – **Motion** was made by Supervisor Bruner and second by Supervisor Paul to schedule the 2018 Halifax Township Clean-up days for May 11th and May 12th. Vote called. Motion carries 5-0

KOZ Program – Supervisor McBurney explained what KOZ stood for – Keystone Opportunity Zone – This program with the Commonwealth that went away for a while, but it is back. They wanted to know if the Township has any properties that they would like to submit for this program. The only property that was felt to qualify would be the Willits Shoe factory building which consists of four parcels. This program is a 10-year waiver of local municipal tax and state taxes. The building must be vacant in order to qualify under this program. **Motion** was made by Supervisor McBurney and second by Supervisor Bruner the Board approves its submitted package. Vote called. Motion carries 5-0.

Intermunicipal Liquor License Transfer – Sheetz – **Motion** was made by Supervisor Bruner and second by Supervisor Paul to approve the advertising the hearing of the proposed request to transfer a Liquor License to Sheetz with the hearing scheduled for March 12th at 6:00 pm. Vote called. Motion carries 5-0.

MHP – Red Rose Motel. Township will need to determine when the first mobile home was placed there to determine whether they are in violation of the Ordinance.

Roll-Back Tax Waiver – Halifax Borough – Borough owns property that they intend to sell to DCNR. In order to sell it to the 3rd Party, it has to come out of Clean and Green. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to approve the waiver request of “Roll Back” taxes for the Halifax Borough property. Vote called. Motion carries 5-0.

AGENDA ITEMS FOR NEXT MEETING

Act 172

207 Tourist Park Road

Act 537

Quail Commons – Deed of Dedication

Moving Funds

HARA Rep

ANNOUNCEMENTS

March 5, 2018 – Planning Commission Meeting – 7:00 pm

March 12, 2018 – Board of supervisors Monthly Meeting – 7:00 pm

ADJOURNMENT

Motion was made by Supervisor Bruner and second by Chairman Bechtel to adjourn at 9:24pm. Vote called. Motion carries 5-0.

Respectfully Submitted,

Wendy M. Wentzel
Secretary