

HALIFAX TOWNSHIP
102 Fisher Street
BOARD OF SUPERVISORS
MONTHLY BUSINESS MEETING MINUTES
November 12, 2018 7:00 p.m.

CALL TO ORDER - Chairman Bechtel called the meeting to order at 7:10 pm. followed by the Pledge of Allegiance.

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

RECORDING MEETING – In addition to the Secretary recording the meeting, a member of the public may be recording the meeting off and on.

EXECUTIVE SESSION – Executive Sessions were held on the following dates and times for matters of personnel:
October 22, 2018 from 6:10 p.m. until 7:05;
October 29, 2018 from 7:00 p.m. until 8:15 p.m.;
November 1, 2018 from 6:30 p.m. until 9:00 p.m.; and
November 12, 2018 from 6:00 until 6:45 p.m.

PUBLIC COMMENT PERIOD – **Flo Mallonee** commented on agenda item Permit Fees and stated that she was not in support of raising fees associated with these permits. **Melinda Warfel** stated that she was reiterating Flo Mallonee's comments.

SECRETARY/TREASURER REPORT

Paid Interim Bills – **Motion** was made by Supervisor Paul and second by Supervisor Schreffler to approve the paid interim bills thru November 12, 2018. Vote called. Motion carries 5-0. **Current Unpaid Bills** – **Motion** was made by Supervisor Schreffler and second by Supervisor McBurney to pay the unpaid bills as of November 12, 2018. Vote called. Motion carries 5-0. **Minutes** – **Motion** was made by Supervisor Paul and second by Supervisor Bruner to approve the meeting minutes of the October 8, 2018 meeting. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to approve the Budget Workshop Meeting Minutes of October 15, 2018 and October 22, 2018. Vote called. Motion carries 5-0. **Financial Report** – Placed on file for audit at a later period.

EMC REPORT – EMC Tim Neiter was present and mentioned that he is now a certified amateur radio technician. The radio was provided by Dauphin County and is kept at the Halifax Fire Department.

PLANNING COMMISSION REPORT – **Farhat LDP Extension** – **Motion** was made by Supervisor Schreffler and second by Supervisor Paul to accept the Farhat LDP's Extension request to February 11, 2019. Vote called. Motion carries 5-0. **Nightwine Subdivision** – the Planning Commission is recommending conditional approval with the following waivers: Section 404 – Preliminary Plan Procedure; Section 405.1.a.xvii – Wetlands Delineation; Section 407.0.0 – Plan Scale for Lot 1; and Section 502.3.b(3) – Pavement Widening (Along the frontage of Konick Road) conditioned upon the placement of a Note on the Plan. Sections 606 and 607 are conditioned upon the standard note on the plans. **Motion** was made by Supervisor Paul and second by Supervisor Bruner to approve the five requested waivers. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Schreffler and second by Supervisor Bruner to accept the plans as submitted. Vote called. Motion carries 5-0.

ENGINEER REPORT – Engineer Eric Schroeder presented K & W's report dated October 26, 2018 for services in October. The report was placed on record.

SOLICITOR REPORT – Solicitor Warshawsky submitted his report dated November 8, 2018 for services during October. The report will be placed on record. Bold text items are on the agenda. **Norfolk Southern Agreement** –

Motion was made by Supervisor Bruner and second by Supervisor McBurney to accept the Agreement between Halifax Township and Norfolk Southern. Vote called. Motion carries 5-0.

ROADMASTER REPORT – Roadmaster Stazewski submitted his report for work performed during the month of October. The report will be placed on record

SEO REPORT – On record as submitted.

FRIENDS OF FORT HALIFAX – Submitted their report for the record. No action taken.

ADMINISTRATIVE

Seasonal Employee – Motion was made by Supervisor Bruner and second by Supervisor McBurney to accept Brad Osenga's letter of resignation effective November 23, 2018. Vote called. Motion carries 5-0.

Roadmaster Position - Motion was made by Supervisor McBurney and second by Supervisor Bruner to appoint Timothy Belk as the Roadmaster replacing Corey Stazewski with a start date of November 19, 2018 and compensated as follows:

Compensation - \$49,650 annually
12 days annual pay leave and paid holidays;
Use of Township truck to and from home once moved to the area;
Use of Township credit card; and a
\$25 monthly phone stipend.

Vote called. Motion carries 5-0.

Permits/Nuisance Officer – Motion was made by Supervisor Schreffler and second by Supervisor Bruner to appoint Wendy Wentzel as the Permit Officer with compensation of 6.5 hours of PTO from now through the end of the year. Vote called. Motion carries 5-0.

OLD BUSINESS

2019 Budget – Motion was made by Supervisor Bruner and second by Supervisor Paul to advertise the notice to adopt of the 2019 Budget. Vote called. Motion carries 5-0.

Eagle Scout Donation – No action taken

Camp Hebron Traffic Study – Motion was made by Supervisor Bruner and second by Supervisor Paul to split the cost of the traffic study and that Camp Hebron will pay for the signage and post with the Township installing them. Vote called. Motion carries 5-0.

PennDOT Green Light Go Resolution – Motion was made by Supervisor Bruner and second by Supervisor McBurney to waive the reading of the resolution. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Schreffler and second by Supervisor McBurney to pass the Resolution authorizing the Township's participation in the Green Light Go Grant Program and authorizing Wendy Wentzel to execute all present and future documents in connection with therewith. Vote called. Motion carries 5-0.

NEW BUSINESS

Permit Fees – Driveway Permit and Building Permit – After some discussion, no action was taken at this time.

Roof – Municipal Building – No action taken at this time.

Generator – Municipal Building – No action taken at this time.

Lake Tobias – Release of Letter of Credit – Motion was made by Supervisor Bruner and second by Supervisor Paul to release the Irrevocable Letter of Credit No. 9600169480-90002 on file to BB & T per Engineer Wilson’s Memo dated October 15, 2018 in the amount of \$70,392.95. Vote called. Motion carries 5-0.

CPA – Motion to Advertise – Motion was made by Supervisor Bruner and second by Supervisor Paul to advertise the use of a CPA firm to audit the 2018 financial records of Halifax Township in place of the elected or appointed Halifax Township Auditors. Vote called. Motion carries 5-0.

AGENDA ITEMS FOR NEXT MEETING

- 2019 Tax Resolution
- Meeting Dates for 2019
- 2019 Budget Adoption

ANNOUNCEMENTS

- November 13, 2018 – Senator John DiSanto’s Office – 9:00 a.m. – Noon at Municipal Building
- November 14, 2018 – Public Hearing on Act 537 – 7:00 pm at Municipal Building
- November 27, 2018 – Senator John DiSanto’s Office – 9:00 a.m. – Noon at Municipal Building
- December 3, 2018 – Planning Commission Meeting – 7:00 p.m.
- December 5, 2018 – Public Hearing on Act 537 – 7:00 pm – Halifax High School Auditorium
- December 10, 2018 – Monthly Supervisors’ Business Meeting – 7:00 p.m.

ADJOURNMENT

Motion was made by Supervisor Bruner and second by Supervisor Schreffler to adjourn at 9:25 pm. Vote called. Motion carries 5-0.

Respectfully Submitted,

Wendy M. Wentzel
Secretary