

**HALIFAX TOWNSHIP  
BOARD OF SUPERVISORS  
MONTHLY BUSINESS MEETING  
NOVEMBER 12, 2012**

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

**ROLL CALL:** Supervisors Bechtel, Bruner, Hoover, Paul and Shultz are present. Bruce Warshawsky Solicitor, Tom Wilson Engineer, Corey Stazewski Roadmaster and Carolyn Nye Secretary are present.

**EXECUTIVE SESSION:** There were two executive sessions held, one on November 6, 2012 at 6 p.m. to 6:50 p.m. regarding personnel issues and prior to the meeting tonight at 6:30 p.m. to 6:50 p.m. regarding personnel and litigation issues.

**PUBLIC COMMENT PERIOD:** **Flo Mallonee** congratulated the Planning Commission board, the Township board, Solicitor and Engineer for working together. **Matt Williard** will speak later on the agenda under New Business. **Frank Wilmarth** has nothing at this time.

**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 Hoover made a motion to authorize the payment of the unpaid bills, seconded by Supervisor Bruner, vote called, motion carried 5-0. **Minutes** – Supervisor Shultz made a motion to approve the minutes as written, seconded by Supervisor Paul, vote called, motion carried 5-0. **Financial Report** – The Board reviewed the Financial Report. No comments or discussion.

**EMC REPORT:** None.

**PLANNING COMMISSION RECOMMENDATION:** Chairman Fred Ford was not in attendance and the Solicitor gave the report. **Piltz/Tobias** plan was accepted for review contingent upon receiving the plan fee. **Sheetz Subdivision Plan** – HRG submitted a request for waivers/modifications regarding Maximum Lot Coverage, Parking Issues for less restrictive construction of the number of spaces and the number of parking islands on the lot. The Planning Commission recommended the Board approve the modifications/waivers. **Motion:** Supervisor Bruner made a motion to approve the waivers/modifications, seconded by Supervisor Paul, vote called, motion carried 5-0. **County Stormwater Management Exemption Provision** - The Planning Commission received a copy of correspondence from the Dauphin County Conservation District regarding a proposed amendment to the Stormwater Management Plan which provides an exemption to the requirements of the plan when involving additional impervious cover.

**ENGINEER REPORT:** Tom read his report dated October 31, 2012. The Board discussed Tom Wilson as the contact for the Conservation District's Watershed Planning Advisory Committee. **Motion:** Supervisor Paul made a motion to authorize Tom Wilson as the contact for the committee, seconded by Supervisor Bruner, vote called, motion carried 5-0. The Secretary will notify Bob Christoff at the Conservation District. **DONCO NPDES:** Mr. Lenker would like to have this renewed and November 18, 2012 is the deadline. **Motion:** Supervisor

## Halifax Township Board of Supervisors Meeting November 12, 2012

Hoover made a motion to approve the renewal contingent upon the Engineer's review, seconded by Supervisor Bruner, vote called, motion carried 5-0.

**SOLICITOR REPORT:** The Solicitor went over his report dated November 9, 2012. **Jorich:** Mr. Jorich filed bankruptcy in October 2012. The Letter of Credit with Susquehanna Bank ensures improvements and can be drawn upon. The Solicitor will keep the Board advised. **Harn Property** – The property was cleaned up and can be crossed off the nuisance list. **Galli Road Project** – The Easement has been executed and the agreement will be recorded tomorrow. Work can begin as long as weather cooperates. **LST** - The Board adopted the ordinance at the October meeting. The three year term is ok by the Board. The Board will adopt by resolution at the December meeting. **Keystone Collections** – A letter and authorization form was sent to the Township from Keystone to authorize collection of the delinquent income taxes. **Motion:** Supervisor Bruner made a motion to authorize Keystone Collections to collect the delinquent income taxes, seconded by Supervisor Paul, vote called, motion carried 5-0. **Alex Acres** – Corey did a site inspection and the only remaining issue might be the Stormwater Facility which is on the plan. The Solicitor stated the improvement were not done regarding streets, pads and it does appear the stormwater provision was never installed per the 1995 plan. There is water runoff from the property onto 147. Tom Wilson mentioned about maybe using block grant monies for this issue. He will reach out to Dauphin County regarding the Block Grant monies and report to the Board. **Paulvir Subdivision Letter of Credit** – The Letter of Credit will expire December 4, 2012. The improvements are not done and the secretary will check the files on the Letter of Credit. **Park Status Regarding Farming** – Supervisor Hoover asks if there is any development regarding this issue. The Solicitor stated he will have to follow up on this issue.

**ROADMASTER REPORT: Flag/Pole** - Corey stated he purchased a flag pole and flag. He and Ramie put up the pole and flag outside the building and asked the Board if they would consider authorizing reimbursement. **Motion:** Supervisor Paul made a motion to reimburse Corey for the cost of the pole and flag (\$115.00), seconded by Supervisor Hoover, vote called, motion carried 5-0. **Camp Hebron Road Pipe Project** – Tom Wilson and Corey assessed the pipes and determined the entire pipe does not need replaced. The Upper and Lower existing ends could be corrected. There is the issue of easements to do this work. Corey will contact the property owners about this project and will coordinate efforts with the Solicitor in drafting a simple letter of authorization for this project.

**ADMINISTRATIVE: Letter of Collateralization** – The Township received this last week.

**SEO REPORT:** No October report received.

**OLD BUSINESS: Bruner Plan** – Tony Trost the engineer for Mr. Bruner stated he filed a plot plan with new impervious coverage and is asking for a waiver regarding the stormwater management requirements. **Motion:** Supervisor Paul made a motion for conditional approval of the waiver request upon submission of the application, payment of the \$300 fee, execution of the O&M, and the review by the township engineer not showing any concerns, seconded by Supervisor Shultz, vote called, motion carried 4 in favor-1 abstention. **Long/Bechtel** – James Long rents property that is owned by Ivan and Charles Bechtel. The Bechtels were in the process of applying for an Ag. Easement and NRCS (National Resource Conservation Service) did a stormwater management plan where the buildings are located. Provisions were made for an

**Halifax Township Board of Supervisors Meeting November 12, 2012**

extension of the barn. In order to meet the Federal Government time constraints the concrete had to be poured. James Long came to the Township to apply for a building permit. Mr. Long was advised by his attorney to not sign the Operations and Maintenance Agreement due to the fact that he is not the owner of the property. The owners will sign the agreement. Chairman Bechtel asks if there will be a problem with the building permit being issued even though the building is built. The Solicitor indicated it should not be a problem. **Motion:** Supervisor Paul made a motion to approve the waiver contingent upon the submission of the application signed by the owners, owner indemnification signed by owners, Tom Wilson's review and payment of the fee, seconded by Supervisor Bruner, vote called, motion carried 5-0. **Employee Policy Manual – Motion:** Supervisor Paul made a motion to adopt the employee policy manual to be effective once the Board approves the job descriptions as attachments which will be addressed at the next meeting, seconded by Supervisor Hoover, vote called, motion carried 5-0.

**NEW BUSINESS: Combined COG meeting with Halifax Borough** – The Board agreed to combine the meetings to be held at the township building. **Light-Heigel/Matt Williard** – Matt presented the proposed 2013 fee schedule. The Board discussed the need for a timely SEO report and discussed the payment method by the applicant. Previously the applicant paid up front prior to the service directly to the Township after the SEO evaluated the situation and informed the Township what to collect and what paperwork to provide the applicant. This method ensured coverage of the service. The Secretary provided an application and kept a record of this transaction for future reference and tracking. The Board agreed at this point for Matt to continue collecting the fees and sending checks to the Township. He indicated he will send in his reports whether or not there has been any activity in a more timely manner in order for the report to be included in the Township agenda. **Budget/Advertising** – Supervisor Shultz made a motion to advertise the Proposed 2013 Budget, seconded by Supervisor Bruner, vote called, motion carried 5-0. **Rocket Launch for 2013** – Supervisor Shultz made a motion to authorize the Rocket Launch for May 4 and August 3, 2013 from 10:00 a.m. to 4:00 p.m. contingent upon receiving a Certificate of Liability naming Halifax Township as certificate holder, seconded by Supervisor Bruner, vote called, motion carried 5-0. **Medical Facility** – The Board would like a letter to go to Pinnacle Health/Holy Spirit appealing to them regarding the need for a medical facility in Halifax. The Secretary will make contact with Sue Helm to seek her support. **Building Permit Fees** – Chairman Bechtel brought up the discussion regarding increasing building permit fees. The Solicitor suggested this be done at the Reorganization Meeting in January.

**AGENDA ITEMS FOR NEXT MEETING:** 2013 Budget and LST Resolution,

**ANNOUNCEMENTS:** Planning Commission Meeting December 3 at 7 p.m.  
Township Meeting December 10 at 7 p.m. Halifax School Board Meeting Tuesday 8 p.m.

**ADJOURNMENT:** Supervisor Hoover made a motion to adjourn at 9:08 p.m., seconded by Supervisor Shultz, vote called, motion carried 5-0.

Respectfully Submitted By,

Carolyn Nye  
Secretary

