

HALIFAX TOWNSHIP
102 Fisher Street
BOARD OF SUPERVISORS
MONTHLY BUSINESS MEETING MINUTES
December 10, 2018 7:00 p.m.

CALL TO ORDER - Chairman Bechtel called the meeting to order at 7:04 pm. followed by the Pledge of Allegiance.

ROLL CALL - Supervisors Bechtel, Bruner, Paul, Schreffler and McBurney are present along with Solicitor Bruce Warshawsky, Engineer Tim DeWire, Roadmaster Tim Belk 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 – None

PUBLIC COMMENT PERIOD – No Public Comment

SECRETARY/TREASURER REPORT

Paid Interim Bills – Motion was made by Supervisor Paul and second by Supervisor McBurney to approve the paid interim bills thru December 10, 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 December 10, 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 November 12, 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 but had nothing to report other than that the Township has received their radios purchased through gaming monies. He mentioned that another Township is seeking gaming monies to purchase fire radios and noted that Halifax Township could consider getting two more radios through the other Township. This will be discussed at January’s meeting.

PLANNING COMMISSION REPORT – The Planning Commission voted to provide no formal comment but to support the Act 537 as drafted. The letter was signed and submitted as part of the Act 537 records. The Commission also reviewed all the changes to be made on the August 2, 2012 SALDO. The Planning Commission has moved forward to sending to the Supervisors the revised SALDO and the Board can act with setting a hearing date and adoption date.

ENGINEER REPORT – Engineer Tim DeWire presented K & W’s report dated November 30, 2018 for services in November. The report was placed on record.

SOLICITOR REPORT – Solicitor Warshawsky submitted his report dated December 5, 2018 for services during November. The report will be placed on record. Bold text items are on the agenda. **Railroad Crossing Agreement** – As soon as Norfolk Southern receives the Insurance Certificate, they will counter execute the agreement and get it back to the Township.

ROADMASTER REPORT – Roadmaster Belk submitted his report for work performed during the month of November. The report will be placed on record. The roadcrew will be purchasing sweatshirts and t-shirts identifying them as Halifax Township Roadcrew. He gave an update on Parmer Drive.

SEO REPORT – On record as submitted.

FRIENDS OF FORT HALIFAX – Submitted their report for the record. Joe Baker will be at the park on December 21st to inspect the foundation of the farmhouse. The Eagle Scouts' supplies for the fence at the park are arriving in January. **Park Entrance Signs – Motion** was made by Supervisor Bruner and second by Supervisor Schreffler to have the Township provide the posts and assist in placing them near the entrance of the park. Vote called. Motion carries 5-0. **Duck Boxes – Motion** was made by Supervisor Paul and second by Supervisor McBurney to allow installation of up to 12 wood duck boxes at the Park by the Dauphin County Great outdoors 4-H Club. Vote called. Motion carries 5-0.

ADMINISTRATIVE

Act 537 Adoption – Motion was made by Supervisor Bruner and second by Supervisor McBurney to dispense with the reading of the Resolution to approve the proposed Act 537 Plan. Vote called. Motion carries 5-0. **Motion** was made by Supervisor McBurney and second by Supervisor Schreffler to approve the Resolution to adopt the proposed Act Plan. Vote called. Motion carries 5-0.

Tax Collector – Motion was made by Supervisor Bruner and second by Supervisor Paul to accept the resignation of Melinda Warfel as Halifax Township's Tax Collector effective December 31, 2018. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to appoint Kyley Schadel as Tax Collector for Halifax Township. Vote called. Motion carries 5-0.

Building Keys – After discussion, the Township will be seeking quotes for keypads or card key pads for use of entry instead of the existing building keys. On the agenda for next meeting.

HRG – Corey Salmon was present to review HRG's agreement and fee schedule for consideration as the Township's engineers for 2019. No action was taken.

Supervisor McBurney attended a meeting for the 225th Anniversary of Halifax. The board will be partnering with Communities that care. A Community wide-church service is being planned on July 18th. They are seeking committee people. If interested, contact Supervisor McBurney.

OLD BUSINESS

SALDO Revisions – Solicitor Warshawsky reviewed the proposed revisions to the existing SALDO. 1. - Change to the Definition of Driveway; 2. - Definition of Land Development; 3. - Definition of Private Road; 4. - Definition of Structure; 5. - Timing and submission of plans; 6. - Engineering instructions for submitted plans after fee is received; 7. - Provisions for the Driveways; 8. - Changes for the Lots; 9. - Provision for mailboxes; 10. - Pools; 11. - Professional Land Surveyors and Landscape architects submitting Stormwater Management Plans; 12. - Option #3 – Stormwater Management; 13. - Provisions for Engineer to produce estimate in 7 days; and 14. -Extension Agreement. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to advertise the hearing for the SALDO Revision 2 or 3 weeks in January for a hearing to be scheduled on February 4, 2019 for the proposed adoption to be on February 11, 2019. Vote called. Motion carries 5-0.

NEW BUSINESS

Pawnee Lane Drainage – Swider – After a lengthy discussion, it was determined that the issue was the responsibility of the landowners. No action was taken.

Sign Ordinance – Motion was made by Supervisor McBurney and second by Supervisor Paul to direct the Township's Planning Commission to start the process of a sign ordinance. Vote called. Motion carries 5-0.

2019 Budget Adoption – Motion was made by Supervisor McBurney and second by Supervisor Schreffler to adopt the 2019 Budget as presented. Vote called. Motion carries 5-0.

2019 Tax Resolution – Motion was made by Supervisor Bruner and second by Supervisor Paul to dispense with the reading of the Tax Resolution. Vote called. Motion carries 5-0. **Motion** was made by Supervisor Bruner and second by Supervisor Paul to pass the 2019 Tax Resolution. Vote called. Motion carries 5-0.

2019 Meeting Dates – Motion was made by Supervisor Schreffler and second by Supervisor Paul to advertise the 2019 meeting dates for the Board of Supervisors and the Planning Commission. Vote called. Motion carries 5-0.

Supplemental Appropriations for 2018 Budget – Motion was made by Supervisor Schreffler and second by Supervisor Bruner to dispense with the reading of the Resolution. Vote called. Motion carries 5-0. **Motion** was made by Supervisor McBurney and second by Supervisor Bruner to pass the Supplemental Appropriations Resolution for the 2018 Budget. Vote called. Motion carries 5-0.

AGENDA ITEMS FOR NEXT MEETING

2019 Tax Resolution – Street Lights
Key Pad Quotes
CPA Appointment

ANNOUNCEMENTS

December 11, 2018 – Senator John DiSanto’s Office – 9:00 a.m. – Noon at Municipal Building
January 7, 2019 – Board of Supervisors Re-Org Meeting – 7:00 p.m.
January 8, 2019 – Elected/Appointed Auditors Re-Org Meeting – 6:30 p.m.
January 8, 2019 – Planning Commission Re-Org/Regular Meeting – 7:00 p.m.
January 14, 2019 – Monthly Supervisors’ Business Meeting – 7:00 p.m.

ADJOURNMENT

Motion was made by Supervisor Bruner and second by Supervisor Paul to adjourn at 9:27 pm. Vote called. Motion carries 5-0.

Respectfully Submitted,

Wendy M. Wentzel
Secretary