

**Freedom Township Board of Supervisors
Regular Meeting
September 13, 2023
7:00 P.M.**

Board of Supervisors

Matt Young, Chairperson
Paul Kellett, Vice-Chairperson
Brett Johnston

Township Officials

Zach Gulden, Township Manager
Linus Fenicle, Township Solicitor
Dominic Picarelli, KPI Technology

Members of the Public Present

Ed Buchheit, Mary Buchheit, and Roger Johnson.

Call to Order

Chair Young called the Board of Supervisor's Meeting to order at 7:00 P.M.

Chair Young made a **MOTION** to amend the regular meeting agenda to include: 1) consider approval of the placement of steps within the Township's right-of-way on Schriver Road at the Grove Memorial. The **MOTION** was **SECONDED** by Vice-Chair Kellett. There were no public comments. The motion carried unanimously (3-0).

Public Comment

None

Approval of Minutes

Vice-Chair Kellett made a **MOTION** to approve the Minutes of the August 9, 2023, regular meeting. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

Monthly Expenses

Vice-Chair Kellett made a **MOTION** to approve the bills in the amount of \$14,009.54 from the General Fund. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

Manager & Road Reports

The Manager completed the following tasks in August:

- Submitted monthly solar reading.
- Misc. website updates and phone calls.

- Met with Mr. Wenschhof and Hull’s Electric on the 1st to discuss electrical outlet installation at the pavilion.
- 4x zoning permits – deck, addition, permit extension, & pole barn.
- August 9th Board of Supervisor’s meeting minutes.
- Started preparing 2024 draft budget.
- Filled out and mailed Adams Electric power purchasing agreement (solar).
- Followed-up on 20+ zoning permits for documents to close out files.
- 1x bank deposit.
- Opened CD at Belco Community Credit Union with Chair Young on 18th.
- Finalized documents for liquid fuel’s audit.
- Stopped by auditing firm on the 30th to discuss IRS letter regarding 2020 W-2’s. Auditor took care of the issue.
- Reached out to Liberty Township to see if they can help with snow plowing if we cannot hire a CDL driver.

The Public Works’ Department completed the following tasks in August:

- Clearing fallen trees and limbs from roads after storms. Welty Backhoe Service helped take a broken tree down on Middle Creek Road.
- Road mowing, weed and brush cutting, and trash pickup along roadways.
- Mowing, trimming, and clearing of Township lot.
- Put up a new stop sign on Gordon Road at Bullfrog Road that was runover.
- Atlantic Tractor came and replaced the engine belt on the John Deere 6210.
- Hull’s Electric installed outlets at the pavilion and put in a new light switch in the meeting room.
- Ed Wenschhof took the international truck to Dennis Riley Auto & Truck Services for state inspection.
- Wash trucks, road mower maintenance, and misc. shop work.
- Return PA One calls.

Public Works’ Employee	Hours Worked
Mike Wenschhof	166

Chair Young made a **MOTION** to approve August’s Road Report as submitted. The **MOTION** was **SECONDED** by Vice-Chair Kellett. The motion carried unanimously (3-0).

EMS, Fire, & Police Reports

Adams Regional Emergency Medical Service (AREMS) had 3 calls in July and 6 calls in August in Freedom Township.

Mr. Buchheit presented the fire report. Greenmount Fire Department had 4 calls in the month of July:

- 1 small vehicle fire.
- 1 request for line officer.
- 1 structure fire.
- 1 standby.
- 2 of the calls were in Cumberland Township, 1 in Freedom Township, and 1 in Frederick County, MD.

Greenmount had 9 calls in the month of August:

- 3 residential fires.
- 1 commercial fire.
- 1 brush fire.
- 1 small vehicle fire.
- 1 transfer.
- 1 cardiac arrest.
- 1 small non-dwelling fire.
- 3 of the calls were in Frederick County, MD, 1 in Cumberland Township, 1 in Fairfield Borough, 1 in Carroll Valley Borough, 1 in Hamiltonban Township, 1 in Mount Pleasant Township, and 1 in Freedom Township.

The police report was not submitted for the month of August.

Old Business

A. Consider approval of Ordinance 2023-03, authorizing the enactment of park rules and regulations by resolution.

Mr. Fenicle stated that the ordinance has been properly advertised in the Gettysburg Times, and it is ready for adoption.

Vice-Chair Kellett made a **MOTION** to approve Ordinance 2023-03. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

B. Consider approval of Resolution 2023-03, pavilion rental application.

Vice-Chair Kellett made a **MOTION** to approve Resolution 2023-03. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

C. Consider advertisement of Ordinance 2023-04 – EMS & fire volunteer service tax credit.

Vice-Chair Kellett made a **MOTION** to advertise Ordinance 2023-04 with adoption set for October's regularly scheduled meeting. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

New Business

A. Consider approval of the placement of steps within the Township's right-of-way on Shriver Road at the Grove Memorial.

Mr. Gulden stated that a representative from the Pennsylvania Game Commission contacted him a few days ago requesting that the Township allow the placement of stone steps on Schriver Road at the David L. Grove memorial, which is within the Township's right-of-way. The representative stated that steps are needed because the bank is very steep. This causes hardship for those wishing to visit the memorial.

Vice-Chair Kellett made a **MOTION** to approve the placement of steps on Schriver Road at the David L. Grove memorial within the Township's right-of-way with the following conditions:

1. They are to have a pre-construction meeting with the Township's engineering firm – KPI Technology.
2. They are to have a post-construction meeting with the Township's engineering firm to ensure it was constructed per KPI approval.
3. All work must stay out of the swale.
4. Approval from the property owner must be supplied to the Township.
5. The Township will not be responsible for the installation, damage, or maintenance of the improvements.
6. A truck marker be installed to clearly identify the area for snowplow trucks.
7. All construction is to be within the bank. No materials can be exposed to ensure it will not get hit by a snowplow blade or other vehicle.

The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

B. Discussion of expanding the Local Services Tax (LST) to offset costs of the EMS & fire volunteer service tax credit.

Mr. Gulden stated that he is projecting that the passage of the EMS & fire volunteer service tax credit will cost the Township approximately \$5,000.00 per year. He stated that the Township may also need to provide Greenmount Fire Department an extra \$5,000.00 in funding next year to help keep up with inflation. He did some research, and he found a way to offset the \$10,000.00 in extra expenses for the 2024 budget.

All municipalities in Pennsylvania are permitted to charge a \$42.00 per year tax per employee employed within the Township. \$10.00 per employee is already charged by the Gettysburg Area School District. Most municipalities across the state charge this tax. After discussions with the York Adams Tax Bureau, who would be responsible for collecting this tax:

- There are 320 people working in the Township. Only 49 of these are Freedom Township residents.
- $320 \times \$42.00$ per employee = \$13,440.00 per year in new income.
- Since 2024 would be the first year of the tax in the Township, we would only receive the 1st, 2nd, and 3rd quarters of the tax. The 4th quarter would be due in January of 2025. In addition, there will be some delinquency in the first year, because some employers will not withhold it correctly when the ordinance goes into effect. Therefore, it would be safe to budget \$10,000.00 for 2024 in revenue.

Mr. Gulden stated that those earning under \$12,000.00 per year at a job are exempt from the tax. Those earning social security benefits or pensions only are not subject to the tax. He stated that unlike raising property taxes, this tax does not negatively affect those on limited incomes or retirees.

The Board decided not to pursue the Local Services Tax at this time.

C. Special Fire Policeman appointment and oath – Ronald Cool.

Vice-Chair Kellett made a **MOTION** to appoint Ronald Cool as a special fire policeman for the Greenmount Fire Company. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

Chair Young administered the oath to Mr. Cool.

D. Consider approval of a SWM Operations and Maintenance agreement with Ryan and Mary-Christine Robeson of 545 Middle Creek Road, Fairfield, PA 17320.

Vice-Chair Kellett made a **MOTION** to approve a SWM Operations and Maintenance agreement with Ryan and Mary-Christine Robeson of 545 Middle Creek Road, Fairfield, PA 17320. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

E. Discussion and consider advertisement of Ordinance 2023-05, requiring a stormwater management operations and maintenance agreement regardless of what type of stormwater control is used – including disconnected impervious areas.

Mr. Picarelli gave a presentation on the proposed ordinance and why they were recommending approval.

Vice-Chair Kellett made a **MOTION** to **TABLE** the matter. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

F. Consider acceptance of the resignation of Herbert Milligan as road employee, Emergency Management Coordinator, and Auditor.

Vice-Chair Kellett made a **MOTION** to regrettably accept the resignation of Herbert Milligan as road employee, Emergency Management Coordinator, and Auditor. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

G. Consider the appointment of an Emergency Management Coordinator.

Mr. Gulden stated that Mr. Buchheit, current Deputy Emergency Management Coordinator, has volunteered for the position.

Mr. Cool volunteered to be the Deputy Emergency Management Coordinator during the meeting.

Vice-Chair Kellett made a **MOTION** to appoint Edward Buchheit as the Township's Emergency Management Coordinator and Ronald Cool as the Deputy Emergency Management Coordinator pending completion of any state mandated training. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

H. Consider the appointment of an Auditor.

Since Mr. Milligan's term is expiring on December 31, 2023, the Board took no action. His seat should be filled during the 2023 election cycle.

Other Business

Mr. Gulden stated that he received a letter from the PA Municipal Code Alliance (PMCA) stating they are partnering with SAFEbuilt, LLC. Clem Malot from PMCA serves as the Township's building inspector / code enforcement officer.

Public Comment

None

Adjournment

There being no further business, Chair Young made a **MOTION** to adjourn. The **MOTION** was **SECONDED** by Vice-Chair Kellett. Chair Young adjourned the meeting at 7:42 P.M.