

**Freedom Township Board of Supervisors
Regular Meeting
March 13, 2024
7:00 P.M.**

Board of Supervisors

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

Township Officials

Zach Gulden, Manager
Linus Fenicle, Solicitor

Members of the Public Present

Mary Buchheit, Jim Geleta, Don Boehs (Liberty Township Police Chief), & Joe Bowden.

Call to Order

Chair Young called the Board of Supervisor's Meeting to order at 7:06 P.M.

Mr. Gulden stated that the Board of Supervisors held an executive session before the meeting to discuss potential litigation matters.

Public Comment

None

Approval of Minutes

Vice-Chair Kellett made a **MOTION** to approve the Minutes of the February 14, 2024, 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 \$77,968.13 from the General Fund and a transfer of \$788.83 from the General Fund to the Capital Reserve Fund. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

Manager & Road Reports

Mr. Gulden read the Manager's report. The Manager completed the following tasks in February:

- Monthly QuickBooks & bank reconciliation.
- 1x bank deposit.

- Worked with PMCA & County regarding enforcement at 205 Boyle Road regarding a structure built without proper permits. The property owner finally applied for a building permit.
- 2x Right-to-Know requests – 2023 wages & expenditures.
- Submitted monthly solar reading.
- 4x zoning permits – 1x barn, 1x garage, 1x pool, & 1x addition.
- Worked on DCED trail grant for community park phase 2.
- Applied for park phase 2 funds from Adams Electric, and ACNB Bank, and other potential funders.
- Continued trying to register for SAM UEI number for grant purposes.
- Filled-out and mailed 2023 sewage paperwork to PA DEP.
- 2/14 supervisor minutes.
- Notified by County that we were awarded \$25,000 trail grant for phase 2 of the park. Emailed and thanked commissioners.
- Worked on updating website. Created a new community park tab.
- Worked with solicitor to prepare amendment to the volunteer service tax credit per request from the YATB.
- Filled out and returned yearly tax exemption forms for Aero energy.
- Upgraded QuickBooks from desktop to online as required. Started to learn the new system.
- Reviewed 2023 audit and advertised as required.
- Picked up audit documents from auditor.
- Processed 2x EIT volunteer service tax credit applications for Paul Buchheit and Neil Price for \$162.55 and \$501.92.
- Processed 2x real estate tax credit applications for Ed Buchheit and Neil Price for \$149.25 and \$113.57.
- Created the official volunteer service tax credit register as required by ordinance.
- Misc. phone calls/emails.

Mr. Gulden read the road report. The Department of Public Works completed the following tasks in February:

- Clear fallen trees and limbs from roads caused by high winds and heavy snow. Clear limbs and debris from roads, berms, and ditches. Brush cutting and trash pick-up along roadways, and clean-up around Township lot.
- Filled in potholes temporarily on paved roads until warmer weather, grading on Rohrbaugh and Gordon Roads.
- Put up a speed limit sign on Red Rock Road that was knocked over and picked up tires that were thrown out along Middle Creek Road.
- Took F-550 to Crouse Ford for servicing and to get a recall performed.
- Loaded and prepared trucks for snowstorms.
- Pre-treated, plowed, and antiskid roads. Washed down trucks and tractor.

- Met with Jeremiah from Loba over concern with not being able to open the garage door during a power outage. He said they would make it right.
- Return PA 1 calls.

| Public Works Employee | Hours Worked |
|-----------------------|--------------|
| Mike Wenschhof | 122 |
| Steve Long | 3.5 |

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

EMS, Fire, & Police Reports

Adams Regional Emergency Medical Service (AREMS) had the following calls in Freedom Township:

- December 2023 – 2
- 2023 Total – 39
- January 2024 - 2
- February 2024 - 2

Mr. Gulden read the fire report. Greenmount Fire Department had 10 calls in the month of February:

- 3x inside gas leaks
- 1x residential fire
- 1x commercial fire
- 1x chimney fire
- 1x vehicle fire
- 1x inside investigation
- 1x request for fire police
- 1x request for line officer

Of those calls: 2 were in Freedom Township, 6 in Frederick County, MD, 1 in Hamiltonban Township, and 1 in Cumberland Township.

Chief Boehs presented the police report for February:

| | |
|------------------------------|-------|
| Hours Worked | 35 |
| 911 Calls | 1 |
| Traffic Citations | 10 |
| Written Warnings | 7 |
| Faulty Equipment | 0 |
| Felony / Misdemeanor Arrests | 0 / 0 |
| Non-Traffic Citations | 0 |

Body camera footage over 60-days has been deleted.

A. Approval of a Letter of Intent with PA Department of Community & Economic Development for a regional police study for Freedom, Liberty, and Highland Townships for consideration.

Chief Boehs stated that PA DCED is performing a free regional police study, and they are asking if Freedom Township wants to be involved in the conversation. Fairfield Borough may also join the study. The study is at no cost to the Township and does not bind the Township in any way to join a regional police force. Chief Boehs said that DCED requires a letter of intent from each municipality to join the study.

The Board agreed to join the conversation, but they are very concerned with the potential cost of 24 hour / 7 days a week police force for a municipality with only 1,000 residents.

Vice-Chair Kellett made a **MOTION** to approve a Letter of Intent with PA Department of Community & Economic Development for a regional police study. The **MOTION** was **SECONDED** by Chair Young. The motion carried unanimously (3-0).

Old Business

A. Provide update and consider action on stormwater operations and maintenance agreements with Debra and Scott English at 1210 Pumping Station Road, Gettysburg, PA 17325, and Wade Allen Alexander at 602A Middle Creek Road, Fairfield, PA 17320.

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

New Business

A. Acknowledge responsibility of the stormwater management responsibility and maintenance as shown on the Freedom Township Municipal Park Preliminary / Final Land Development Plan for consideration.

Mr. Gulden stated that properties are required to complete and record a stormwater operations and maintenance agreement after creating a certain amount of new impervious on their property. After discussions with the Township Solicitor, it would not make sense to have the Township record a stormwater agreement for its own property due to enforcement issues – the Township cannot enforce its own ordinances on itself. Instead, the Board must acknowledge its maintenance responsibilities at a Township meeting for it to be in the record.

Vice-Chair Kellett made a **MOTION** to acknowledge responsibility of the stormwater management responsibility and maintenance as shown on the Freedom Township Municipal

Park Preliminary / Final Land Development Plan. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried unanimously (3-0).

B. Approval of a SWM Operations & Maintenance agreement with Carl Temple of 460 Schriver Road, Gettysburg, PA 17325 for consideration.

Vice-Chair Kellett made a **MOTION** to approve of a SWM Operations & Maintenance agreement with Carl Temple of 460 Schriver Road, Gettysburg, PA 17325. The **MOTION** was **SECONDED** by Chair Young. The motion carried unanimously (3-0).

C. Approval of Resolution 2024-02 for consideration.

- This will 1) authorize the Township Manager to apply for a PA DCED Greenways, Trails, and Recreation Program grant up to \$212,450 for Community Park Phase 2; 2) authorize the Township Manager & Vice-Chairperson to execute all documents and agreements if awarded; and 3) commit up to \$12,529 in Township funds towards the grant’s mandatory match. The total project cost is estimated at \$249,979.

| FUNDING SOURCE | AMOUNT |
|---|--|
| PA DCED Greenways, Trails, & Recreation Program Grant | \$212,450.00 |
| Adams County Parks, Recreation & Green Space Grant | \$25,000.00 (committed) |
| ACNB Bank | \$1,000.00 (committed) |
| ACNB Insurance Services | \$1,000.00 (committed) |
| The Lodges at Gettysburg | \$1,500.00 (committed) |
| Specialty Granules, LLC. | \$2,000.00 (committed) + stone donation |
| Remaining to be raised to-date | \$7,029.00 |

Mr. Gulden stated he is confident that the remaining funds will be raised. The Township has \$5,427.57 in park & recreation impact fees it must use to help offset some of the costs.

Vice-Chair Kellett said the project would not move forward without the PA DCED grant, and that he knows many in the Township who are willing to help with donations.

Vice-Chair Kellett made a **MOTION** to approve Resolution 2024-02. The **MOTION** was **SECONDED** by Mr. Johnston. The motion carried (2-1). Chair Young voted nay.

D. Consider advertisement of Ordinance 2024-01, which would amend Section 2, Subsections E and F of the Volunteer Service Tax Credit by changing the due dates of various applications to January 1st.

Mr. Gulden stated that after discussions with the York Adams Tax Bureau, they need the earned income tax applications no later than January 31st; therefore, the Township needs to change some of its due dates to accommodate their request. The Board agreed to also change the volunteer eligibility dates from January 1st through December 31st to December 15th of the current year through December 16th of the following year, so the fire department has more time to gather its required reports.

Vice-Chair Kellett made a **MOTION** to approve the advertisement of Ordinance 2024-01. The **MOTION** was **SECONDED** by Chair Young. The motion carried unanimously (3-0).

E. Consider changing the 2024 Supervisor meeting days from the 2nd Wednesday to 1st or 3rd Thursday.

Mr. Gulden requested the monthly meeting dates to be changed as his schedule now conflicts with the Supervisor meetings. He stated that he will pay for the necessary advertisement.

Chair Young asked for another month, so he can check his availability. The 3rd Wednesday of the month may be better for everyone.

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

Other Business

None

Public Comment

Mr. Bowden asked if the Township reached out to the EPA regarding the campground in Cumberland Township. Vice-Chair Kellett stated no because the Township has no say in the matter.

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 7:52 P.M.