

FREEDOM TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
March 14, 2018
7:00 P.M.

BOARD OF SUPERVISORS

Allen Beckett, Chairperson
Paul Kellett, Vice-Chairperson
Matt Young

TOWNSHIP OFFICIALS - PRESENT

Zachary Gulden, Secretary & Zoning Officer
Linus Fenicle, Township Solicitor
Dean Shultz, Township Engineer & Sewage
Enforcement Officer

MEMBERS OF THE PUBLIC PRESENT

Ed & Mike Wenschhof, Ed & Mary Buchheit, Brenda & Scott Snyder, Norma Calhoun, Wayne Belt, Robert Sharrah, Roger Johnson, John Javor, and John Sica.

CALL TO ORDER

Chair Beckett called the Board of Supervisor's Meeting to order at 7:00 p.m.

PUBLIC COMMENT

Mr. Robert Sharrah spoke on behalf of Tim Shields who is the landowner of the property adjacent to Waterworks Road and the Sachs Covered Bridge. Mr. Shields is requesting that Freedom Township vacates Waterworks Road. Chair Beckett said he is not in favor of the proposal. Vice-Chair Kellett said he is concerned that the County would no longer maintain the bridge if the Township vacated the road. He also said the RC Zoning District does not allow for the proposed nature or visitor center, so they would have to apply for a zoning map and/or text amendment. Vice-Chair Kellett said he would like more information from the County regarding bridge maintenance responsibility if the Township would vacate the road. Chair Beckett said he would like to see a cul-de-sac built instead of the Township vacating the road. Mr. Young said the Township would be making a big mistake if they vacated the road.

APPROVAL OF MINUTES

Chair Beckett called for the approval of the February 14, 2018 Board of Supervisor's Meeting Minutes. Vice-Chair Kellett made a **MOTION** to approve the Minutes of the February 14, 2018 meeting. The **MOTION** was **SECONDED** by Mr. Young. The motion carried unanimously (3-0).

CONSIDERATION / APPROVAL OF BILLS IN THE AMOUNT OF \$14,040.13.

Chair Beckett called for the approval of the financial report and bills in the amount of \$14,040.13. Vice-Chair Kellett made a **MOTION** to approve the financial report and bills in the amount of \$14,040.13. The **MOTION** was **SECONDED** by Chair Beckett. The motion carried unanimously (3-0).

Ms. Norma Calhoun asked that the Township Secretary provide a financial balance sheet at each meeting instead of a financial statement. Mr. Gulden noted the request.

Ms. Brenda Snyder questioned the tax collector's commission on the financial statement. Mr. Gulden said the commission included the earned income tax commission as well as the tax collector's commission.

ROAD REPORT

The road crew completed the following tasks in February:

- Plow, salt, and anti-skid roadways (freezing rain, snow, and icy conditions 4th-17th of February).
- Fred Welty hauled one load of anti-skid material from quarry to Township building.
- Morton Salt Company delivered one load of road salt to Township building.
- Changed meeting time on Township sign from 8 pm to 7pm.
- Cleared leaves from side ditches and culverts (heavy rains near end of February).
- Replaced plow edge on Dodge truck plow.
- Miscellaneous – wash off trucks, trash pickup, return PA One calls, and clean shop.
- Placed order for salt (two loads = 44 tons) through Department of General Services – COSTARS program for 2018-2019 winter season.
- Allen, Mike, and Ed completed inspections on some roads to determine future road projects.

Road Crew Employee	Hours Worked	Mileage
Mike Wensuhhof	78	0
Ed Wensuhhof	35	0
Allen Beckett	2	10

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

Chair Beckett made a **MOTION** to authorize advertisement of a special road workshop meeting to be held on March 28, 2018 at 6:00 pm at the Township building. The **MOTION** was **SECONDED** by Vice-Chair Kellett. The motion carried unanimously (3-0).

EMS & FIRE REPORTS

Adams Regional Emergency Medical Service (AREMS) had a total of one call to Freedom Township for the month of February.

The Greenmount Fire Department had a total of six calls for the month of February. Their calls included: one residential alarm; one vehicle accident; one residential fire; one medical assist;

one request for line officer; and one request for fire police. Of those calls: two were to Freedom Township; three were to Cumberland Township; and one was to Washington Township.

OLD BUSINESS

A. Mr. Gulden said that the Planning Commission tabled discussion of Zoning Ordinance Amendment 8-9-2000 until their April 4, 2018 meeting.

B. Topic for consideration: Advertisement of Ordinance 2018-01, creation of the position of Township Manager.

Vice-Chair Kellett made a **MOTION** to authorize advertisement of Ordinance 2018-01, creation of the position of Township Manager. The **MOTION** was **SECONDED** by Mr. Young. The motion carried unanimously (3-0). Vice-Chair Kellett clarified that there would not be a raise in salary or a new employee hired as a result of this change. Mr. Young asked if the Township would have to purchase another bond. Mr. Fenicle said the Township would need a separate bond for the manager.

C. 1525 Mason Dixon Road – Letter.

Mr. Fenicle said this letter is addressed to the Sewage Enforcement Officer, so Mr. Shultz will respond to them in writing. Mr. Shultz said the letter demanded that he inspect the property for any sewage related violations. He said he will inspect the property in the near future when the weather improves.

Mr. Gulden said the Township also received a letter from the Middle Department Inspection Agency regarding this property. Vice-Chair Kellett's response to this letter was that the Township has not adopted a property maintenance code and such adoption is strictly at the discretion of the Supervisors.

NEW BUSINESS

A. Topic for consideration: The tax collector has requested that the Township increase the Tax Certification fee from \$10.00 to \$20.00, and the Duplicate Real Estate Tax Bill Fee from \$5.00 to \$10.00.

Chair Beckett asked if the proposed increase in fees was similar to other municipalities fee structure. Ms. Kim Beckett said yes. Ms. Snyder said she disagrees with this request. Mr. Gulden said he agrees with Ms. Beckett, because the increase is minimal and it is very similar with neighboring municipalities fee structure. Vice-Chair Kellett said he does not believe the increase is unreasonable. Mr. Fenicle said he would have to research this topic further before he would recommend a change from the Board.

B. Topic for consideration: Resolutions 2018-1, 2018-2, & 2018-3 – Installation and Maintenance Agreements for an Alternate Perc-Rite Micromound Wastewater Disposal System for 318 Stultz Road, 350 Stultz Road, and 1780 Bullfrog Road.

Vice-Chair Kellett asked if Mr. Shultz had any comments regarding the resolutions. Mr. Shultz said this is a requirement from the Department of Environmental Protection, and it requires that the property owner operate and maintain the sewage system.

Vice-Chair Kellett made a **MOTION** to approve Resolution 2018-01. The **MOTION** was **SECONDED** by Chair Beckett. The motion carried unanimously (3-0).

Vice-Chair Kellett made a **MOTION** to approve Resolution 2018-02. The **MOTION** was **SECONDED** by Mr. Young. The motion carried unanimously (3-0).

Vice-Chair Kellett made a **MOTION** to approve Resolution 2018-03. The **MOTION** was **SECONDED** by Mr. Young. The motion carried unanimously (3-0).

C. Topic for consideration: The creation of a Township Logo.

Chair Beckett said the Township already has a logo on the Township's vehicles. Vice-Chair Kellett said Mr. Gulden recommended having a logo art contest with the local schools in order to create a new logo for the Township. Vice-Chair Kellett made a **MOTION** to hold a logo art contest with Gettysburg and Fairfield School Districts in order to create a new logo for the Township. The **MOTION** failed due to a lack of a second.

OTHER BUSINESS

None

STAFF REPORTS

A. Secretary / Zoning Officer

Mr. Gulden announced that February was a very busy month for the Township. He completed the 2017 Survey of Financial Condition and 2018 Municipality Report of Elected and Appointed Officials, which were required before the release of Liquid Fuel's funding. PennDOT approved the forms and released \$61,287.67 in Liquid Fuel's funds on March 13th.

Mr. Gulden completed the 2017 RCT-900 form, which was required before the release of Public Realty Tax Act (PURTA) funding. Last year the Township received a little under \$300, and Mr. Gulden is expecting the same for 2018.

Mr. Gulden announced that the website is now fully redesigned. The website's new domain name is www.freedomtownship.us. He thanked the Adams County IT Department, more

specifically Loretta Weaver, for assisting with the website redesign. He also thanked Destination Gettysburg for donating the main page's photo. The website redesign only cost the taxpayers \$12.00, which is the yearly cost for the domain name.

The 2017 worker's compensation audit is now complete.

Mr. Gulden announced that the Township is seeking applicants to clean the Township building once per month. The pay will be \$50.00 per cleaning. Those interested in the position should contact Mr. Gulden.

Mr. Gulden was contacted by Robert Sharrah of Sharrah Design Group regarding a proposed single-family detached dwelling at the corner of Pumping Station Road and Cunningham Road. The address will be 1095 Cunningham Road. The driveway will enter Cunningham Road, which is a PennDOT maintained roadway; therefore, they need to apply for and obtain a Highway Occupancy Permit to construct the driveway. Mr. Gulden provided a letter indicating that Freedom Township is aware of the application. This is required by PennDOT.

A resident contacted Mr. Gulden and expressed concerns regarding several properties throughout the Township. The resident suggested that the Board of Supervisors consider adopting a property maintenance code.

Other than Mr. Shultz remaining permits in his possession, no zoning permits were issued in February.

Mr. Gulden created a new zoning permit application to simplify the permitting process. The permit can be found on the website or at the Township building.

B. Engineer / Sewage Enforcement Officer

No Comments.

C. Solicitor

No comments.

VISITORS – HARLEY LAWSON & ROB THAELER, ADAMS COUNTY PLANNING DEPARTMENT

A. Township's Comprehensive Plan discussion.

Mr. Thaeler said that Mr. Gulden, at the Board of Supervisor's request, contacted their office in order to discuss the possibility of updating the Township's Comprehensive Plan. He said they are willing to answer any questions and offer any assistance that the Township requires. Mr. Beckett asked if the Zoning Ordinance would have to be changed if they adopted the Southwest

Comprehensive Plan. Mr. Thaeler said that is not a requirement, but the two documents should be consistent.

Vice-Chair Kellett asked if the Township's current Comprehensive Plan is similar to the Southwest Comprehensive Plan. Mr. Thaeler said that the Southwest Plan is generally consistent with the Township's Plan, but it is more contemporary. The Southwest Plan includes transportation needs, natural resources, policies, and more realistic population projections. He said it would not represent a wholesale change in policy direction for the Township. Mr. Kellett asked how much the Southwest Comprehensive Plan would cost Freedom Township if adopted. Mr. Thaeler said there would be no review fee, because this fee was paid back when the Southwest Comprehensive Plan was drafted with neighboring municipalities. Mr. Kellett said it is his understanding that the County would charge up to \$5,000 if they were to craft an entirely new comprehensive plan. Mr. Thaeler said that is correct.

Mr. Young said he does not believe the Township should spend any money updating the Comprehensive Plan, but he agrees the County should provide guidance in determining what areas need updated in the current document. Vice-Chair Kellett said the Township would only have to pay advertising fees if they adopted the Southwest Comprehensive Plan. He said the Southwest Plan would not tie the Township to the other municipalities that have adopted the plan, and there would be no obligation to change their Zoning Ordinance.

Vice-Chair Kellett suggested having Mr. Gulden and the Planning Commission review the Southwest Comprehensive Plan and provide a recommendation to the Board of Supervisors. Mr. Thaeler said he would forward the Southwest Comprehensive Plan to Mr. Gulden by email, and then he can distribute it to the Planning Commission members.

PUBLIC COMMENT

None

EXECUTIVE SESSION (PERSONNEL MATTER)

ADJOURNMENT

There being no further business Vice-Chair Kellett made a **MOTION** to adjourn. The **MOTION** was **SECONDED** by Chair Beckett. Chair Beckett adjourned the meeting at 8:36 p.m.

Respectfully Submitted,

Zachary R. Gulden
Township Secretary