

**FREEDOM TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
November 7, 2018  
7:00 P.M.**

**BOARD OF SUPERVISORS**

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

**TOWNSHIP OFFICIALS - PRESENT**

Zachary Gulden, Township Manager

**MEMBERS OF THE PUBLIC - PRESENT**

Susanne Maruskin, Mary Buchheit, Ed Buchheit, Harlan Lawson, Robin Fitzpatrick, Robert Thaeler, Raymond Gouker, Ed Wenschhof, & Brenda Snyder

**CALL TO ORDER**

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

**PUBLIC COMMENT**

None

**NEW BUSINESS**

**A. Presentation from the Adams County Planning Department & Adams Economic Alliance on the development of the Economic Development Plan. They are seeking input and feedback.**

Mr. Lawson and Mr. Thaeler from the Adams County Planning Department and Ms. Fitzpatrick from the Adams Economic Alliance made the following presentation:

# Economic Development Plan Municipal Outreach

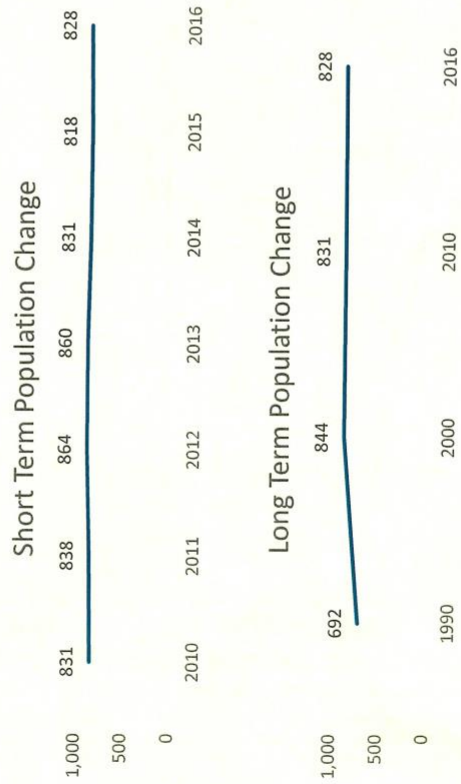
Freedom Township, November 7, 2018

## Freedom Township Profile

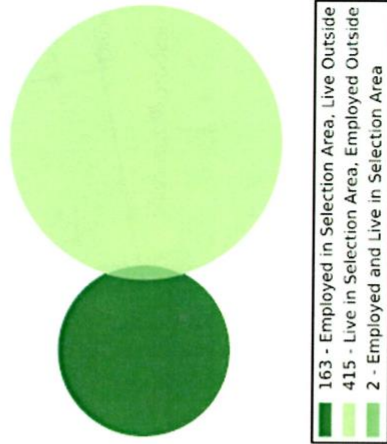
- Population – 828 (2016)
- Average Household Income - \$90,620 (Adams County - \$74,303)
- Median Wage – \$31,522\* (Adams County - \$30,299)
  - Male Full-time Workers - \$50,972 (Adams County – \$48,137)
  - Female Full-time Workers - \$44,250 (Adams County - \$36,971)
- Median Age – 56.6 (Adams County – 43.1)
- Average Commute Time – 30.0 minutes (Adams County – 27.5 minutes)
- 5.6% of residents below the poverty level (Adams County – 8.9%)

\*Median wage data includes full-time and part-time workers

## Freedom Township Profile Continued

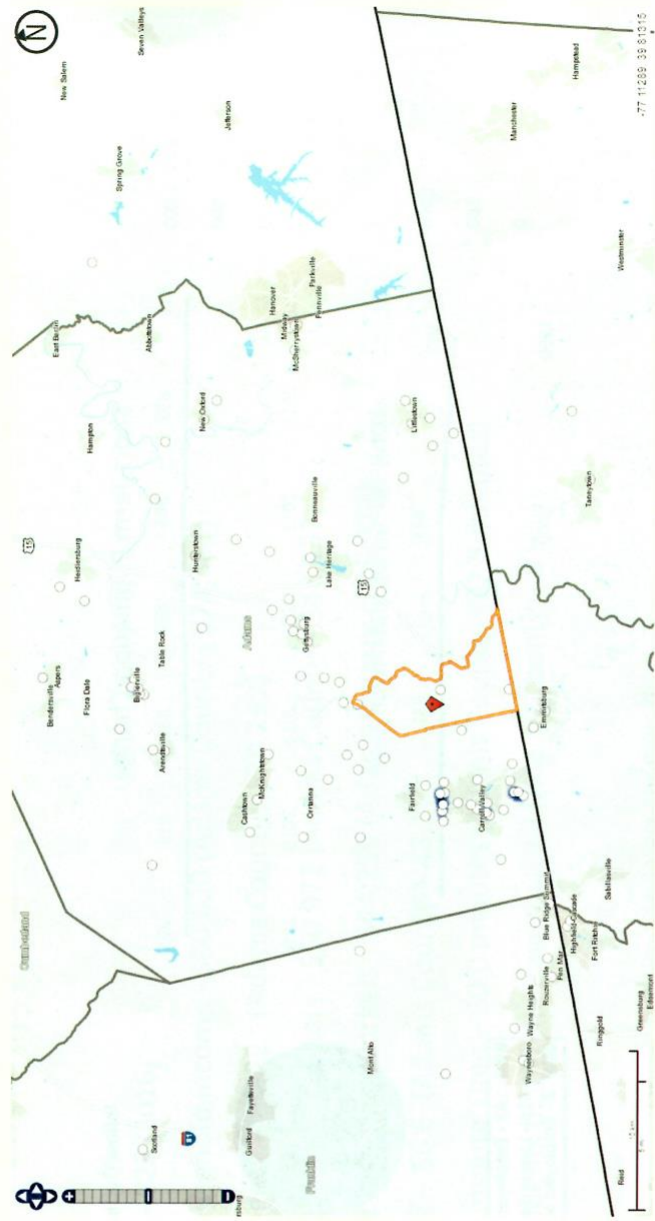


Inflow/Outflow Job Counts in 2015



- 163 - Employed in Selection Area, Live Outside
- 415 - Live in Selection Area, Employed Outside
- 2 - Employed and Live in Selection Area

## Where Freedom Township Workers Are Living



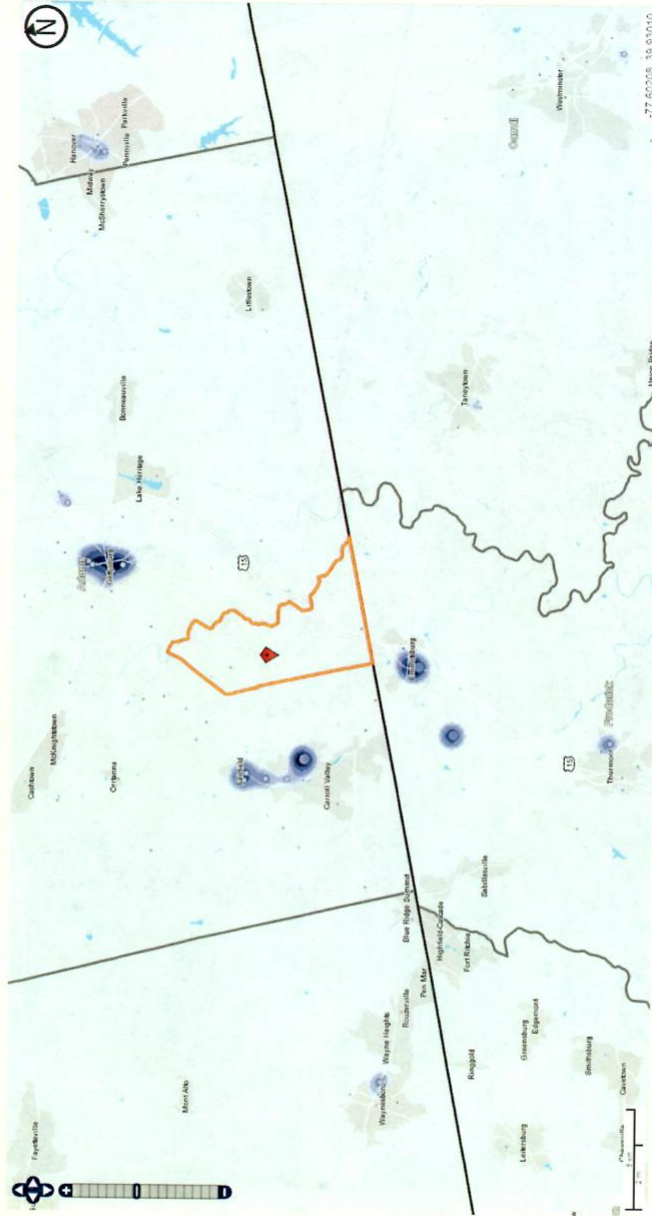
Concentrations at...

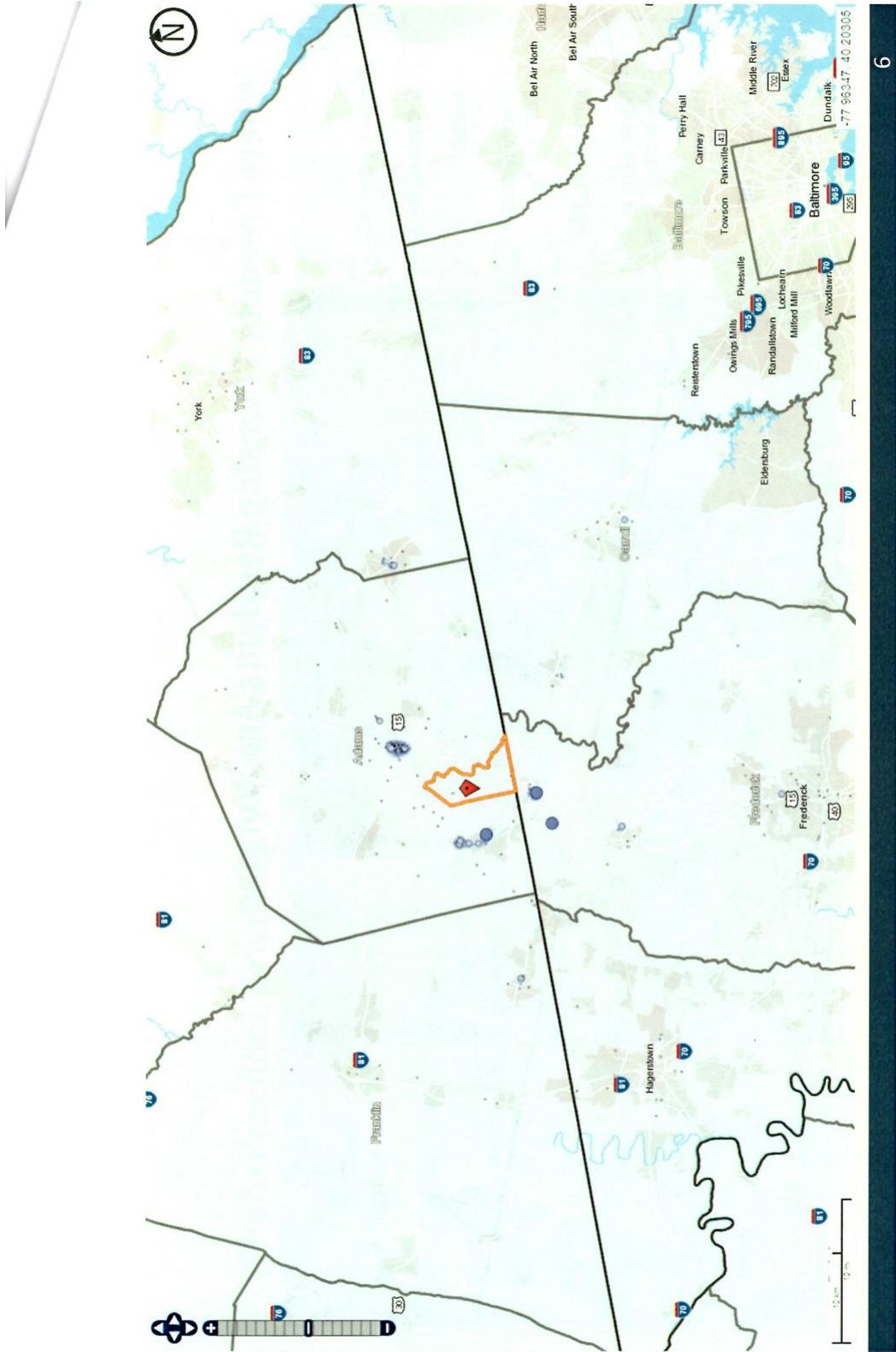
- Carroll Valley Borough
- Gettysburg
- Biglerville
- Waynesboro/Rouzerville

## Where Freedom Township Residents Are Working

Concentrations at...

- Gettysburg Borough
- Fairfield
- Liberty Mountain Resort
- Emmitsburg, MD
- Mt. St. Mary's University
- Hanover
- Frederick, MD
- Westminster, MD
- York





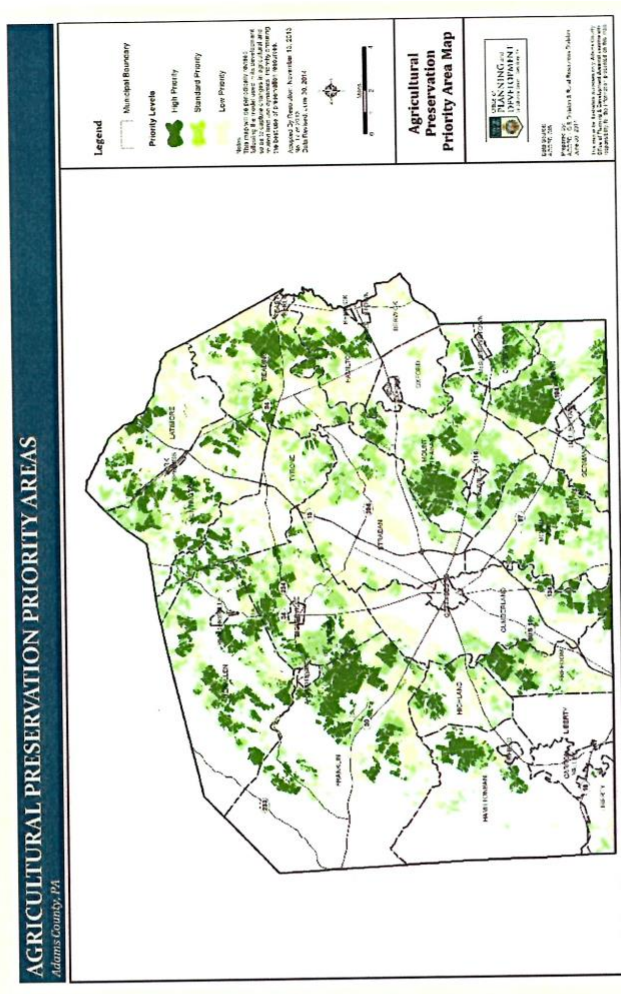
# Employment by Industry





## Planned Community Areas (PCA) Tool

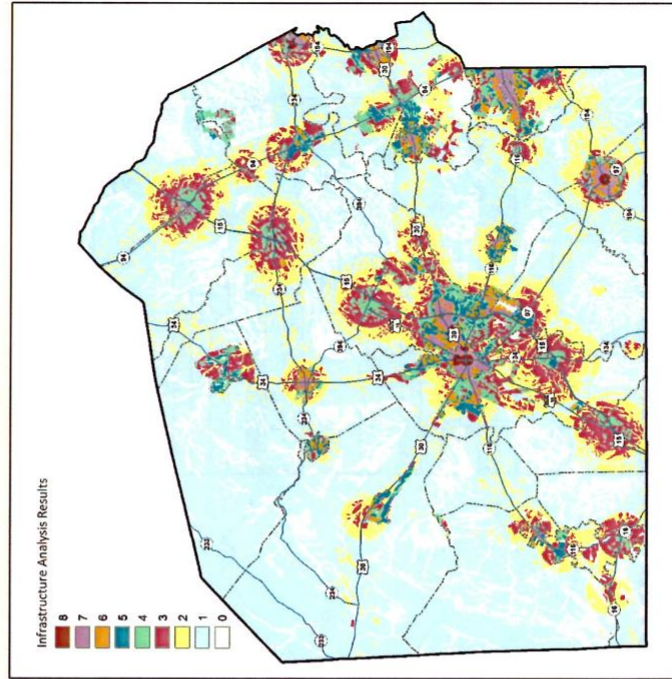
- ACOPD worked to produce a sound process that could be used to identify general locations around the County that would be best suited for certain uses.
- The process began with what has been adopted as the "Agricultural Preservation Priority Areas (PPA)".
- The goal of the Ag PPA was to determine high-value farmland areas of the County in order to strengthen existing preserved cluster areas and improve the Land Evaluation Site Assessment (LESA) ranking system.



## Development of PCA Tool

Layer	Attribute Field	Scale Value 0 to 8	Weight
Functional Classification of Roadway	Arterial, 0-0.25 mi	8	10%
	Arterial, 0.25-0.50 mi	7	
	Arterial, 0.50-0.75 mi	6	
	Arterial, 0.75-1 mi	5	
	Collector, 0-0.25 mi	4	
	Collector, 0.25-0.50 mi	3	
Intersections - Buffered by proximity to intersections. In areas of overlap, higher value takes precedence.	Collector, 0.50-0.75 mi	2	30%
	Collector, 0.75-1 mi	1	
		8	
		7	
		6	
		5	
Sewer Service Area		4	20%
	Existing Service	3	
	Future Service	2	
Water Service Area		2	20%
	Existing Service	1	
	Future Service	0	
Hydrologic Soil Groups	Outside Service Area	8	10%
	Outside Service Area	2	
	A	8	
	B	5	
Soil Suitability for Commercial Buildings	C	2	10%
	D	0	
	Urban	8	
	Not Limited/Urban Somewhat Limited	8	
	Very Limited	5	10%
		0	

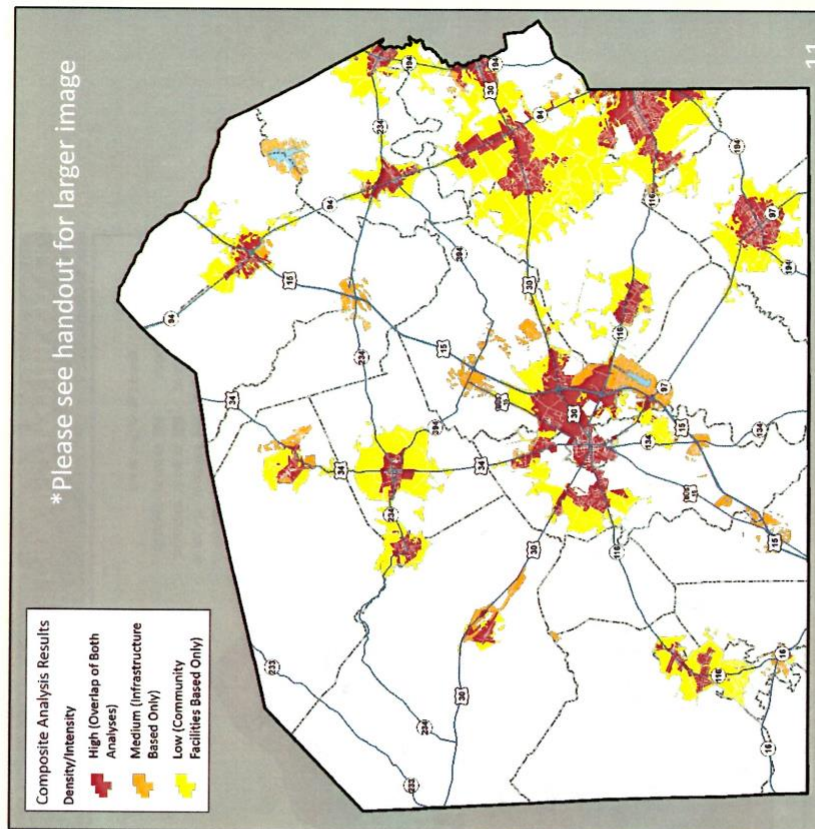
## OVERLAY ANALYSIS RESULTS

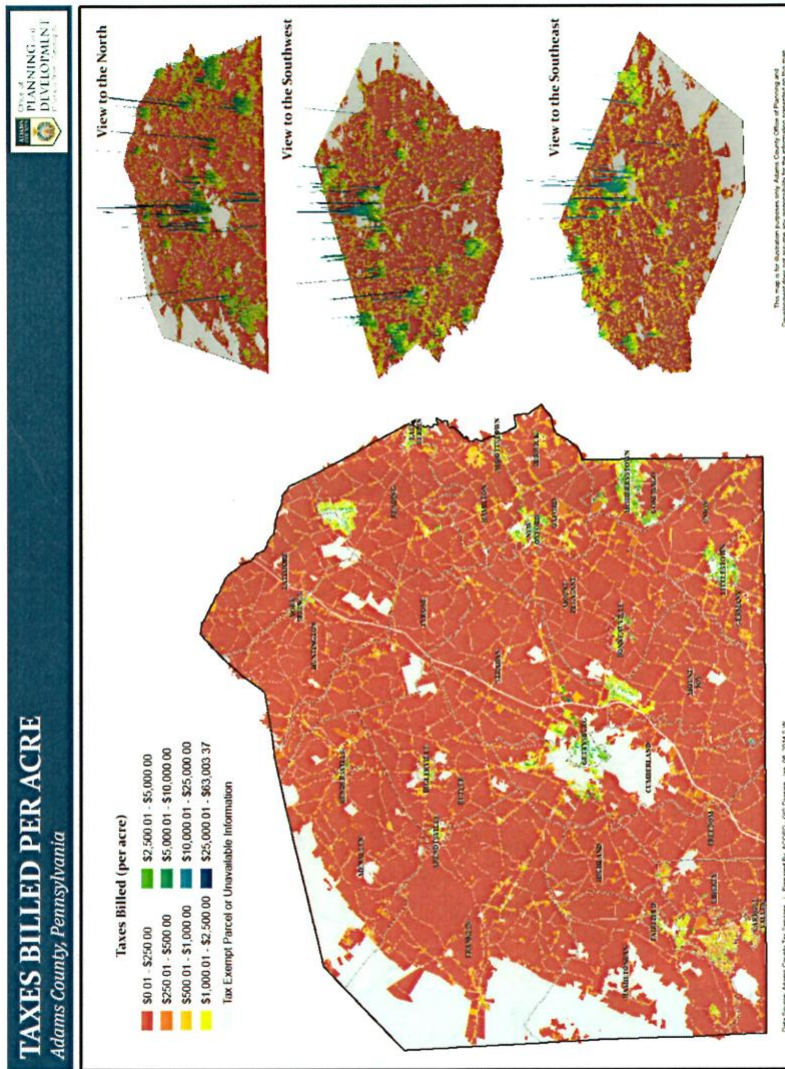


## Development of PCA Tool

### ANALYSIS COMPARISON

- The values used in the outcome of each analysis were generalized – a single color for each analysis.
- The two analyses were overlaid for comparison.
- The outcome of the composite analysis was categorized as to whether there was overlap between the two results or not.
- Based on the inputs used, the draft map depicts the results in the form of general locations that may be suited for development, based on density or intensity.
  - High – Overlap of both analyses
  - Medium – Infrastructure based only
  - Low – Community Facilities based only





# Adams Economic Alliance Business Tool

This tool can be found at: [adamsalliance.org](http://adamsalliance.org)



Learn about  
**OUR ADVANTAGES**  
location strengths, incentives



Review the  
**BUSINESS CLIMATE**  
statistics, taxes, incentives, trends



Discover  
**INDUSTRY TRENDS**  
research, performance



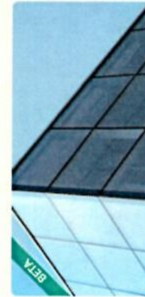
Research your  
**CUSTOMERS**  
demographics, location number



Analyze your  
**COMPETITION**  
location size, employees



Evaluate the  
**WORKFORCE**  
education, education, location



Search available  
**PROPERTIES**  
size, lease



Find  
**ADDITIONAL RESOURCES**  
further assistance, contacts

The Board thanked the presenters, and said they looked forward to working with them in the future if any new business interest would arise.

**B. Community Media request by Mr. Raymond Gouker.**

Mr. Gouker said that Community Media is a Public Education in Government (PEG) channel for our area. They are a non-profit organization that has been serving Adams County for over 30 years. Community Media had an agreement with Adelphia Cable TV for over 15 years, which gave them 10 cents per TV subscriber to fund their operations. Comcast purchased Adelphia and honored this agreement until early of 2018. He said that PEG channels are typically funded through franchise fees that are collected by the cable company. Municipalities are permitted by law to collect up to five percent of the franchise fees in order to maintain rights-of-ways and fund PEG channels. He said typically the municipality keeps three percent and gives two percent to the local PEG channel. Freedom Township currently only collects three percent of the franchise fee. Mr. Gouker asked the Board to consider renegotiating their Comcast contract in order to collect another two percent, which would help their organization survive. He said they were unaware that Comcast was going to pull their funding, so they are in a financial predicament. They are currently funding their operations on their savings.

Mr. Gulden said that the Township currently collects three percent of the franchise fee, which equates to approximately \$5,000 to \$6,000 in revenue per year. The Township could collect an additional two percent, which would equate to approximately \$3,000 to \$4,000 per year. Our current contract with Comcast; however, does not expire until May 7, 2020. The contract states that we must cancel our contract at least one year before the expiration date, or it will automatically renew for another five year term. Mr. Gulden recommended that the Township contact the Cohen Law Group in order to renegotiate the new contract. He said they specialize in negotiating these types of contracts.

Vice-Chair Kellett made a **MOTION** to authorize Mr. Gulden to obtain a quote from the Cohen Law Group in order to renegotiate the franchise fee from three to five percent. The **MOTION** was **SECONDED** by Chair Beckett. The motion carried unanimously (3-0).

**OLD BUSINESS**

**A. Proposed Ordinance 2018-03, which repeals and replaces Section 513 in the Subdivision and Land Development Ordinance.**

- Staff has received comments from the Adams County and Freedom Township Planning Commissions.
- Consideration / approval of an advertisement for a Public Hearing to be held at the Township Building on December 12, 2018 at 6:30 PM with the option to adopt the proposed ordinance at that date's regular meeting.

Mr. Lawson said that Freedom Township has the full support of the County for the proposed Ordinance 2018-03. He said the County drafted the Freedom Township Recreation Plan, and determined that there is a need for recreation facilities in the Township. The proposed ordinance would create a mechanism to fund new recreation projects in the future. The only comment that they had was to have a land dedication amount set at 0.024 acres for every dwelling unit, as may be amended by resolution of the Board of Supervisors from time-to-time. The Board previously wanted to set this rate at 0.15; however, the County used a calculation provided by the State in order to come up with the 0.024. Mr. Gulden said the Township Solicitor, Planning Commission, and staff agree with the County for a land dedication amount of 0.024 acres for every dwelling unit.

Mr. Gulden said the Freedom Township Planning Commission met at 5:00 PM before this meeting in order to review this proposal and recommended approval with the following changes:

1. Payment of Recreation Fee in Lieu of Land Dedication change from \$1,809.19 to \$1,500.00 for every dwelling unit;
2. This ordinance should apply to residential subdivisions and/or land development proposals that would result in the development of one or more dwelling units, a change from three or more.

Chair Beckett and Vice-Chair Kellett agreed that the payment of recreation fee in lieu of land dedication should remain \$1,809.19 and the ordinance should apply to three or more dwelling units.

Vice-Chair Kellett made a **MOTION** to approve an advertisement for a Public Hearing to be held at the Township Building on December 12, 2018 at 6:30 PM with the option to adopt the proposed Ordinance 2018-03 at that date's regular meeting. The **MOTION** was **SECONDED** by Mr. Young. The motion carried unanimously (3-0).

The proposed ordinance is as follows:

### **ORDINANCE NO. 2018-03**

#### **AN ORDINANCE OF THE TOWNSHIP OF FREEDOM, ADAMS COUNTY, PENNSYLVANIA, AMENDING AND SUPPLEMENTING THE FREEDOM TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE**

**BE IT ENACTED, ADOPTED, AND ORDAINED** by the Township of Freedom, Adams County, Pennsylvania, by the Freedom Township Board of Supervisors, and it is hereby **ENACTED, ADOPTED, AND ORDAINED** by the authority of the same as follows:

#### **SECTION I: TEXT AMENDMENT:**

Section 513 of the Freedom Township Subdivision and Land Development Ordinance is hereby removed and shall be replaced with the following:

**“513 Dedication of Land, or Payment of Fees**

1. Purpose: The purpose of this section is to implement the *Freedom Township Recreation Plan* of 2018, as specifically enabled by Section 503(11) of the Pennsylvania Municipalities Planning Code, Act 247 of 1968, as amended.
2. General Requirement: This section applies to residential subdivision and / or land development proposals that would result in the development of three (3) or more dwelling units, cumulatively, on a property following the effective date of Section 513. The provisions of Section 513 shall not apply to any plan application, whether preliminary or final, pending at the time of enactment of Section 513.
3. Land Dedication: Applicants subject to the requirements of this section shall dedicate to the Township land suitable for park and recreation use. The amount of land to be dedicated shall be 0.024 acres for every dwelling unit, as may be amended by resolution of the Board of Supervisors from time to time. Land to be dedicated shall be identified on the Preliminary Plan and Final Plan submission where both Preliminary Plan and Final Plan submission is required. Where only Final Plan submission is required, the land to be dedicated shall be depicted on the Final Plan submission.
4. Quality of Land to Be Dedicated: The land to be dedicated to the Township for parks and recreation purposes shall be suitable for the provision of parks and recreation facilities. The dedicated land shall comply with the following requirements.
  - a. The dedicated land shall not be located within any floodway.
  - b. No more than ten percent (10%) of the dedicated land may include designated wetlands or hydric soils.
  - c. No more than twenty percent (20%) of the dedicated land may include slopes exceeding eight percent (8%).
  - d. The dedicated land shall not include any existing or proposed infrastructure facilities including, but not limited to, stormwater management facilities, pump stations, utility or transmission line rights-of-way, or roads.
  - e. The dedicated land shall not include any area with confirmed or suspected environmental hazards, or other areas that may pose a health or safety concern.



- f. The dedicated land shall not include land that contributes to any required setback, buffer, or other protection area that may be required by this Ordinance or any other Township ordinance.
  - g. The dedicated land shall meet the lot requirements of Section 407 of this Ordinance. However, the dedication of land oriented in a flag or panhandle lot configuration shall not be authorized.
  - h. The dedicated land shall be located in a manner that furthers goals and objectives found in applicable state, county, regional, and adjoining municipal parks and open space planning, specifically to encourage the development of a regional parks, recreation, and open space network.
5. Quantity of Land to Be Dedicated: Any land to be dedicated to the Township for parks and recreation purposes shall be a minimum of one (1) acre in size, not including any designated wetlands, hydric soils, or slopes exceeding eight percent (8%).
6. Improvement of Land to Be Dedicated: Where parks and recreation land dedication is proposed, the land to be dedicated shall be improved in accordance with the following.
- a. Recreation facilities shall address recreation facility deficits as identified in the *Freedom Township Recreation Plan*, as adopted or amended. The applicant shall provide recreation facilities in accordance with the following table

<u>Dwelling Units</u>	<u>Total Number of Recreation Facilities</u>
24 or fewer	1
25 to 49	2
50 to 75	3
76 to 99	4
100 to 199	5
200 to 299	6
300 to 399	7
400 or more	8, plus 1 additional facility for every 150 additional dwelling units beyond 400.

Recreation facilities shall include, but are not limited to, trails, playground areas, basketball courts, volleyball courts, tennis courts, softball and / or baseball fields, soccer and / or football fields, and pavilions. The mix of recreation facilities shall be determined and approved by the Township Supervisors.

- b. Recreation facilities shall be provided with safe and convenient access by pedestrian, bicycle, and automobile modes of transportation. The site shall be provided with appropriate means to allow for maintenance and / or emergency vehicle access. Where new recreation facilities are located adjacent to existing recreation facilities or other sites where the provision of recreation or open

space facilities is likely in the future, a system of pedestrian / bicycle trails shall be provided to allow safe and convenient movement from one site to another.

- c. Recreation facilities shall not be divided by either public or private streets.
  4. Recreation facilities shall be suitably landscaped either by retaining existing vegetation and wooded areas and / or by a landscaping plan designed to enhance the facilities through the installation of plantings which are consistent with the purposes of this section.
  - d. Recreation facilities shall be conveniently accessible to the general public to improve the utility of the facilities and to promote use of the facilities by the residents. The recreation facilities shall also be located in a manner that respects the privacy needs of those existing or future residents who adjoin the site.
  - e. The construction of required recreation facilities shall be bonded in accordance with applicable posting of financial security requirements of this Ordinance.
7. Payment of Recreation Fee in Lieu of Land Dedication: In lieu of dedicating park and recreation land to the Township, an applicant may choose to pay a recreation fee to the Township. The amount of the recreation fee shall be \$1,809.19 for every dwelling unit, as may be amended by resolution of the Board of Supervisors from time to time. The payment of recreation fees in lieu of land dedication shall meet the following requirements.
- a. The Township shall administer the collected fees in accordance with the requirements set forth in Section 503(11) of the Pennsylvania Municipalities Planning Code, Act 247 of 1968, as amended.
  - b. The applicant shall pay the required recreation fees prior to the approval and signature by the Township Supervisors of the Final Plan. Where a residential subdivision or land development plan is approved in phases, the applicant shall pay the required recreation fees prior to the approval and signature of each phase.
8. Combination of Land Dedication and Payment of Recreation Fees: Nothing herein shall prevent an applicant from proposing a combination of park and recreation land dedication and payment of recreation fees to satisfy the requirements of this Section. Where proposed, the combination of land dedication and payment of recreation fees shall meet the following requirements.
- a. The combination of land dedication and payment of recreation fees shall result in an equivalent amount of park and recreation land provided for Township

residents when compared to the amount of park and recreation land provided by the utilization of either the land dedication or the payment of recreation fees provision.

- b. The amount of land to be dedicated shall continue to be of sufficient size to provide for necessary parks and recreation facilities or shall be combined with land already dedicated to the Township for parks and recreation use on an adjoining parcel.
- c. The Township Supervisors shall determine, at their discretion, whether a proposed combination of land dedication and payment of recreation fees shall be approved.”

## **SECTION II: EFFECTIVE DATE**

The Ordinance shall be effective on and as of December 12, 2018.

### **B. Consideration of Resolution 2018-09, adoption of the 2018-2023 Freedom Township Recreation Plan, which was created by the Adams County Planning Department.**

Mr. Gulden said that the Adams County Planning Department prepared this document to the Township for free. He said this plan was needed in order to strengthen the case of the need for the proposed Ordinance 2018-03. He also said that the Freedom Township Planning Commission unanimously (5-0) recommended approval of the plan.

Chair Beckett made a **MOTION** to approve Resolution 2018-09, adoption of the 2018-2023 Freedom Township Recreation Plan. The **MOTION** was **SECONDED** by Vice-Chair Kellett. The motion carried unanimously (3-0).

## **APPROVAL OF MINUTES**

### **A. Budget Workshop – October 10, 2018**

Vice-Chair Kellett made a **MOTION** to approve the Minutes of the October 10, 2018 Budget Workshop meeting. The **MOTION** was **SECONDED** by Chair Beckett. The motion carried unanimously (3-0).

### **B. Regular Meeting – October 10, 2018**

Vice-Chair Kellett made a **MOTION** to approve the Minutes of the October 10, 2018 Budget Workshop meeting. The **MOTION** was **SECONDED** by Mr. Young. The motion carried unanimously (3-0).

## **CONSIDERATION / APPROVAL OF BILLS IN THE AMOUNT OF \$13,310.40 FROM THE GENERAL FUND.**

Vice-Chair Kellett made a **MOTION** to approve the financial report and bills in the amount of \$13,310.40. The **MOTION** was **SECONDED** by Mr. Young. The motion carried unanimously (3-0).

### **ROAD REPORT**

The road crew completed the following tasks in October:

- String trimming, brush cutting, trash pickup, leaf blowing, mowing along roadways and mowing at Township lot.
- Ness Electrical Services replaced all nine smoke detectors, the emergency light at shop door, one light in shop area, and other misc. repairs.
- Smith's Implements replaced starter relay switch in John Deere Tractor.
- Five Star International replaced block heater element in Int. Truck.
- Chemung Supply delivered street name signs, speed limit signs, curve signs, sign posts, and hardware (25 signs on back-order).

<b>Road Crew Employee</b>	<b>Hours Worked</b>	<b>Mileage</b>
Mike Wenschhof	93	0
Ed Wenschhof	47	0
Allen Beckett	0	0

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

### **EMS & FIRE REPORTS**

Mr. Gulden said the Township did not received an EMS or fire report for the month of October.

#### **A. Greenmount Fire Department - Letter of Intent**

Mr. Gulden read the following letter:

Greenmount Community Volunteer Fire Department  
3095 Emmitsburg Road  
Gettysburg, PA 17325

**RE: Property at 3095 Emmitsburg Road, Gettysburg, PA 17325**

Dear Members,

The purpose of this letter is to set forth the Township's intentions in regard to the property located at 3095 Emmitsburg Road, Gettysburg, PA owned by the Trustees of Greenmount Community Fire Company pursuant to a deed recorded at Book 189, Page 153 of the Adams County Records. The Township would agree to the purchase of the the real property and all improvements located at 3095 Emmitsburg Road for the amount of the outstanding mortgage and mortgage interest balance with the ACNB Bank, conditioned on the Township securing an appraisal which indicates that the property has a value of, at a minimum, the outstanding mortgage and mortgage interest obligation which is approximately \$125,000.00 at present, and which mortgage will be kept current by the Fire Department. This purchase would also be conditioned upon a properly executed Agreement of Sale.

In addition, the Township would agree to lease back certain parts of the property to the Fire Company under the following terms and conditions which would also be conditioned on a proper lease being executed:

1. The lease would be a fifty (50) year lease at the annual rental of \$1.00 which may be renewed unless the Fire Department dissolves or loses all of its box cards which then automatically terminates the lease.
2. The Township will pay all building utility costs.
3. The Township will pay all maintenance, repair, and replacement costs in regard to the HVAC system.
4. The Township will pay all exterior repair, maintenance, and/or replacement costs.
5. The Township will be responsible for snow plowing and mowing.
6. The Fire Department will be responsible for all interior repair, maintenance, and/or replacement costs except as set forth in this Agreement.
7. The Fire Department will be responsible for cleaning the interior of the building which cleaning shall be done \_\_\_\_\_.
8. The Fire Department will be allowed to occupy the existing garage bays for fire apparatus and equipment.

9. The Township intends to construct a pole building on the property for storage of its equipment and vehicles.
10. The Township office will be located at the property and will be located in the current TV/meeting room/relaxation room in the left rear of the building. The Township will also utilize and occupy the storage room in the rear of the garage bay.
11. The Township will utilize the large event room for the monthly meetings of the governing body and any and all of its appointed Boards and Commissions and for other meetings and events.
12. The Fire Department may continue to utilize the large event room for its fund raising events so long as the use does not interfere with the Township's use.
13. There will be no fee for the Fire Department to utilize the large event room.
14. The Township Manager and Fire Chief and/or President will meet annually to create a yearly calendar for use of the large event room.

Again, this is solely a letter of intent and it will be necessary to put the proper terms for the purchase of the property in an Agreement of Sale and it will be necessary for a written lease to be drafted and executed for the Fire Department's continued use of the property.

Very truly yours,

Zach R. Gulden, MPA  
Township Manager  
Freedom Township

Mr. Young said he does not agree with the letter. Vice-Chair Kellett said this is only a letter of intent, and terms may be negotiated with the fire department. Chair Beckett and Vice-Chair Kellett said their intention is to ensure the survival of the Greenmount Fire Department, which will ensure the safety of all of the Township's citizens.

Ms. Buchheit said she would like to see the Township stay at its current location.

Ms. Snyder said this is only a letter of intent, which will start negotiations. She said she supports negotiations.

Vice-Chair Kellett made a **MOTION** to send the letter of intent, as submitted, to the Greenmount Fire Department. The **MOTION** was **SECONDED** by Chair Beckett. The motion carried (2-1). Mr. Young cast the no vote.

### **NEW BUSINESS – Continued**

#### **C. Consideration of an advertisement for 2019 stone bids.**

Mr. Wenschhof stated that the stone bids have expired, and we need to advertise for 2019 request for proposals.

Vice-Chair Kellett made a **MOTION** to approve an advertisement for the 2019 stone & other material request for proposals. The **MOTION** was **SECONDED** by Mr. Young. The motion carried (3-0).

**D. Consideration / tentatively adopt the 2019 proposed budget and an advertisement notice stating that the 2019 proposed budget is available inspection at the Township's building during regular office hours and on [www.freedomtownship.us](http://www.freedomtownship.us).**

Chair Beckett made a **MOTION** to tentatively adopt the 2019 proposed budget and an advertisement notice stating that the 2019 proposed budget is available inspection at the Township's building during regular office hours and on [www.freedomtownship.us](http://www.freedomtownship.us). The **MOTION** was **SECONDED** by Vice-Chair Kellett. The motion carried (3-0).

### **OTHER BUSINESS**

Mr. Gulden said the Township received a letter from the Fairfield Fire & EMS stating that their membership has voted to merge their ambulance service with Adams Regional Emergency Medical Services, Inc. (AREMS). He said Fairfield EMS currently provides the vast majority of EMS services to Freedom Township.

### **STAFF REPORTS**

A. Manager / Zoning Officer

- Opened an escrow account for subdivision/land development plan escrow accounts.
- Reviewed Norman V. Brown & Middle Department Bible Conference Subdivision plans.
- Issued one zoning permit for the month of October – 40'x60'x14' agricultural pole barn.

### **PUBLIC COMMENT**

Ms. Maruskin said she could not locate the meeting minutes on the Township's website. Mr. Gulden directed her to the correct website address of [www.freedomtownship.us](http://www.freedomtownship.us). She also stated that Park's Garbage has been missing her recycling. Mr. Wenschhof said he also has had problems with recycling pickup. Mr. Gulden said he would reach out to Parks and determine the problem.

### **ADJOURNMENT**

There being no further business Chair Beckett made a **MOTION** to adjourn. The Motion was **SECONDED** by Vice-Chair Kellett. Chair Beckett adjourned the meeting at 8:46 p.m.