

February 08, 2016

The Supervisors met for their regular meeting at 6:30 p.m. at the Township Office 136 Ulricktown Road. The meeting was called to order by Chairman Tom Osborne. Supervisor Ketterman was also present. Staff Members present were Susan Hansen, Secretary/Treasurer, Tim Waltz, Road Master, Carl Cookerly, Planning Commission and David James, Attorney.

Guests present, John Voyta, Reg Baugher, Hanover Land Services, John McAlister, Karen McDaniel, Kevin Dehoff and Bill Ridinger.

Supervisor Ketterman made **a motion to approve the January 5, 2016 organization, regular minutes and treasurer's report with his question to Mr. Dehoff be added under public comment. His question to Mr. Dehoff was to look into how many Supervisors need to be NIMS compliant.** Chairman seconded the motion. The motion passed unanimously.

Public Comment

Mr. John McAlister asked the Supervisors why his step son, Wesley McDaniel of 454 Mengus Mill Road received a letter about unlicensed cars and junk on his property and why was he being singled out. The Supervisors explained that when the Township receives a complaint, someone from the Township goes out to the property and verifies the complaint is real. Mr. McDaniel had more than 3 unlicensed vehicles, a refrigerator that the door was still on, a trailer laying on its side and piles of blacktop in the yard.

Supervisor Ketterman will meet with Mr. McDaniel and talk to him about cleaning up his property.

Mr. Dehoff, Township EMC checked with Adams County Emergency Management about how many Supervisors need to be NIMS compliant. Mary Bowers stated the majority of Supervisors need to be compliant for funding.

Planning Commission

Mr. Carl Cookerly gave the planning commission report and also thanked Ms. Dorothy Voyta for filling in as Secretary while Terri Divers was on vacation.

1. Shauna L. Diulio and Matthew A. Diulio Subdivision Plan, the Commission recommends conditional approval with the following conditions:
 - Subdivision and Land Development Ordinance (SALDO) Section 307-A-3 - Name and Seal of Surveyor not shown.
 - SALDO §307-A-8 - Certification of Surveyor not shown.
 - SALDO §307-A-9 - Key Map not at scale of 1" inch =1,000' feet. We recommend a waiver be given, as Key Map shown is adequate.
 - A Form "B" Waiver note is on the Plan, but the form must be submitted to the Township for approval and signatures.
 - SALDO §307-A-31 - Landscaping. The Township should determine if there should be additional street trees planted.
 - We recommend the Township grant the waiver request to allow this plan to be submitted as a Final Plan.

Chairman Osborne made a **motion to conditionally approve the Shauna L. Diulio and Matthew A. Diulio Subdivision Plan once the conditions listed above have been met. No additional street trees need to be planted. Waive the key map requirement of 1" inch = 1,000' feet.** Supervisor Ketterman seconded the motion. The motion was approved unanimously.

2. Nancy-Lee Coombs Subdivision Plan, they are requesting a ninety (90) day extension.

Chairman Osborne made a **motion to approve the ninety (90) day extension request for the Nancy-Lee Coombs Subdivision Plan.** Supervisor Ketterman seconded the motion. The motion was approved unanimously.

3. Arnold Subdivision, the Commission is recommending conditional approval with the following conditions per Gettysburg Engineering's letter dated January 12, 2016:

- Add the full revision date, including the day.
- Add a signature block for Thomas and Joyce Russell.
- As Tract A is to become part of the Russell property, remove the lines separating the properties and have the building setback lines continue into the Russell property.
- The Pennsylvania Department of Environmental Protection (DEP) Planning Module should be revised and note added to the Plan as stated in the January 7, 2016 letter of review.

Chairman Osborne made a **motion to conditionally approve the Arnold Subdivision Plan with all conditions as stated in Gettysburg Engineering's letter dated January 12, 2016 are met and as stated above.** Supervisor Ketterman seconded the vote. The motion was approved unanimously.

Correspondence

1. Attorney James has received an updated Stormwater Management Agreement from Attorney Patrono who is representing the Wynstone Subdivision project. He will be reviewing in the upcoming days.
2. Attorney James amended the Gorsuch easement agreement for Kingsdale Road. The new agreement was mailed out to Mr. Gorsuch.
3. Jack will be attending the Alpha Fire Company's Annual Appreciation Banquet. There is one spot left if Supervisor Smith would like to attend.

Administrative Actions

Chairman Osborne made a **motion to approve the release of the Williams Field eighteen (18) month maintenance bond.** Supervisor Ketterman seconded the motion. The motion passed unanimously.

Road Master

Chairman Osborne thanked Tim and his road crew for the work they did during the recent snow storm. Mr. Waltz stated the new radios were a lifesaver during the recent snow storm. Supervisor Ketterman asked Mr. Waltz about maintaining Kindig Road. Mr. Waltz doesn't think it is feasible for the Township to continue maintaining that portion of Kindig Road and the Township should turn it back over to the Littlestown Borough. Ms. Hansen will give Attorney James a copy of the agreement for review.

Old Business

The new water/sewer agreement with Littlestown Borough has been submitted to Attorney James for review. All references about the fire hydrants have been taken out. The Borough Authority has not approved the agreement to date. The Supervisors were fine with Attorney James contacting the Borough Solicitor King to see when they might approve the agreement.

Municipal Park Update

Supervisors met with Adams County Planning at the last workshop. Mr. Thaeler went over what had been completed for the Recreation Plan. The Plan should be completed by the Township's next workshop in March. Mr. Jay Schreibman from DCNR was also in attendance at the February workshop. He went over some of the items needed to apply for a grant from DCNR to start Phase I of the new Township park. Adams County has one of the lowest amount of Parks and Recreation is the state. Chairman Osborne would like to advertise for a public hearing on the park for the Supervisors regular meeting in March.

New Business

No new business at this time

Payment of Bills

Supervisor Ketterman made **a motion to pay the bills for the month.** Chairman Osborne seconded the motion. The motion passed unanimously.

Supervisor Ketterman made a motion to **reimburse Mr. Brian Bittle, \$250 for plowing Bittle Road and Mr. Harry Cool, \$75 for plowing Cool Road.** Chairman Osborne seconded the motion. The motion passed unanimously.

There being no further business the meeting was adjourned at 7:47 p.m.

Thomas Osborne, Chairman

Susan Hansen, Secretary

Permits issued in the month of January:

There were no permits issued in January 2016.

Bills Paid January 04, 2016 – February 08, 2016

A Plus Pressure Washers, Inc.	115.12
Ace Hardware	37.76
ACTCC	11.22
Arentz Hay & Grain Inc.	1,125.00
C.S. Davidson	1,572.85
Comcast Cable	131.72
Dennis Riley	30.00
Finch Services, Inc.	89.92
Five Star International LLC	141.67
Gerrick	7.40
Gettysburg Engineering	1,918.82
Gettysburg Times	282.50
Harold Storm	700.00
Jack K.	63.36
Jim Beard	22.85
Land & Sea	507.00
Met Ed	346.84
NAPA Auto	341.18
PA One Call	3.28
Quill	217.51
Selective	57.00
Sharri Plattenburg	282.75
ShIPLEY Energy	307.54
Stonesifer & Sons	31.50
Susan Hansen	44.64
Tim	27.87
Tractor Supply	68.95
U.S. Municipal Supply	2,293.95
W B Mason	1.99
Wetzel's Cleaning	90.00
Wm Hill	<u>19,704.44</u>
TOTAL	<u>30,576.63</u>

BUDGET/ACTUAL 2016

Income

	<u>Actual</u>	<u>Budget</u>
Total 301 · Real Property Taxes	383.38	35051.40
Total 310 · Local Tax Acts	16,498.26	405,197.00
Total 321 · Business License and Permits	26,720.89	24,100.00
Total 331 · Fines	222.13	3,500.00
Total 341 · Interest Earnings	22.21	1,725.00
Total 354 · State Operating Grants	0.00	41,435.00
Total 355 · Shared Revenue	0.00	22,135.00
Total 361 · Charges for Services	0.00	8,600.00
Total 362 · Public Safety Fees	650.00	13,550.00
Total 363 · Highway & Streets	0.00	850.00
Total 364 · Recycling	0.00	250.00
Total 367 · Recreation Fees	0.00	1,000.00
395 · Prior Year Refunds	0.00	1,000.00
Total Income	\$44,496.87	558,393.40

Expense

Total 400 · Legislative Body	532.11	7,475.00
Total 402 · Financial Administrations	0.00	50.00
Total 403 · Tax Collections	282.75	2,850.00
Total 404 · Legal	0.00	10,000.00
Total 405 · Secretary	4,302.87	41,950.00
Total 406 · Gen. Gov. Operating	2,426.30	23,531.00
Total 408 · Engineering	2,359.81	21,950.00
Total 409 · Gov.'t Buildings & Garage	1,294.75	48,309.58
Total 411 · Public Safety	6,069.30	52,069.30
Total 413 · UCC & Code Enforcement	28.00	100.00
Total 415 · Emergency Management	156.81	2,500.00
Total 426 · Adams Rescue Mission	0.00	500.00
Total 430 · PW Hgwys, Roads, Streets	2,762.40	68,496.52
Total 432 · Winter Maintenance	5,091.33	16,000.00
Total 433 · Traffic Control	2,293.95	8,000.00
Total 434 · Street Lighting	598.59	4,000.00
Total 438 · Maintenance Roads & Bridges	10,582.64	143,900.00
Total 439 · Highway Construction & Rebuilding	9,881.34	53,110.00
Total 451 · Recreation Donations	0.00	600.00
Total 458 · Senior Citizen Donations	0.00	2,550.00
Total 459 · Other Donations	0.00	3,850.00
Total 481 · Employer Paid Benefits	4,257.93	21,000.00

Total 486 · Insurance Premiums	57.00	16,000.00
491 · Prior Year Refunds	0.00	100.00
493 · Prior Year Expenditures	508.50	100.00
Total Expense	\$53,486.38	\$549,991.40

2016 Liquid Fuels

<u>Income</u>	<u>Actual</u>	<u>Budget</u>
341.02 · INTEREST ON SAVINGS	4.77	100.00
355.02 · LIQUID FUEL TAX	0.00	110,308.16
Total Income	\$4.77	\$110,408.16

<u>Expense</u>	<u>Actual</u>	<u>Budget</u>
430.37 · Vehicle & Equipment Repair		
432 · Winter Maintenance		
433.37 · Road Striping		
438 · Maintenance & Repairs of Roads	0.00	
439 · HIGHWAY CONSTRUCTION/REBUILDING	0.00	146,800.00
Total Expense	\$0.00	\$0.00