

HIGHLAND TOWNSHIP
BOARD OF SUPERVISORS
July 12, 2022 @ 7:00 pm
Meeting Minutes

The Highland Township Board of Supervisors ("BOS") met on this date @ 7:00 p.m., as publicly advertised, at the Highland Township Municipal Building at 3641 Fairfield Road, Gettysburg, PA 17325.

PRESENT:

Supervisors: Jason Stitt, Chair (Stitt); Gary Dingle (Dingle); Bill Baldwin (Baldwin)

Secretary/Treasurer: Bea Schultz, Bridget Munsee

Public: See sign in sheet

PUBLIC COMMENT:

Firebox Discussion: Brad Kommeth, DES, Adams County

APPROVAL OF MINUTES:

After soliciting any changes or amendments to the Minutes of the June Board of Supervisors meeting, Dingle moved that the Minutes be approved as written, seconded Baldwin. The vote was unanimous. The Minutes will be posted on the website.

POLICE, FIRE & EMERGENCY SERVICES:

- The police update submitted by Chief Hansen was reviewed. Hours worked 25, calls 11, traffic citations 23, written warnings 3, faulty equipment 2. Bill Baldwin mentioned he's very pleased with the outcome of Liberty Township Police Department and the job their doing.
- Fire Reports: Cashtown – 2 calls, GFD – 2 calls, Fairfield – 1 calls and State Police- 7 calls.
- The FREMA meeting schedule for June was cancelled.

TREASURERS REPORTS:

The Treasurer's Report as of June 30, was presented with explanation by the Secretary/Treasurer. A meeting with a brief review of investments held by PLIGIT. A motion was made by Dingle to accept the Treasurer's report, paid bills, deposits, and payroll reports be approved. Stitt seconded and the vote was unanimous.

ROAD MASTERS REPORT:

- Dingle opened the road repairs/paving Bid from Russell Corporation for 2022. Russell Corporation is the only company that bid on this project. The bid was for \$231,187.50 to 2,250 tons FB3, 2" to cover Stoops and Black Horse Tavern. A motion was made by Dingle to accept the bid from Russell Corporation. Baldwin seconded the motion, the vote was unanimous. The budget will have to be amended to accommodate the cost of this project. Bea will let our Liquid Fuels Representative know we would like to use those funds for the road and paving repairs.
- Dingle reported that a spill was handled by DNR and Highland Township did not have to respond to this incident.
- Dingle and Roger patched potholes on Carr Hill Rd and Cold Springs Rd.

- Dingle talked about putting a process in place that would help new driveways being constructed to Township standards and to ensure the safety of the homeowner and roads it feeds into.

SUBDIVISION AND LAND DEVELOPMENT:

- The Land and Sea report was distributed and reviewed.
- The Supervisors reviewed spreadsheet for zoning projects.
- There were 4 County permits submitted for review.
- Dingle reviewed the driveway permit issues re O'Melia. Dingle reported they paved the driveway without responding to our letter dated June 1, 2022. A follow up letter will be sent.
- Zoning fees were discussed, and the decision was tabled until the August meeting.
- The next Zoning Ordinance working session is scheduled for August 2nd.

UNFINISHED BUSINESS:

- Orrtanna Rolling Mill Property: no report
- Township Fee Schedule: held until August meeting.
- SEK Audit: the field audit was done on July 6-7, 2022.

NEW BUSINESS:

- Bridget Munsee was introduced as the Assistant to the Secretary/Treasurer having been appointed on June 15, 2022 and has been bonded. Bridget began in the office July 5, 2022 and will be available 8-3 Monday through Thursday. Bridget will be added to the signature card at ACNB Bank and will be responsible to receive the mail, monitor emails, pay bills and make deposits weekly.
- Vestibule repairs have begun, Ed Steinour has been hired to do further improvements to the windows. His estimate was received and approved. In addition, a locking mailbox will be added to the vestibule.
- Next Electronic Recycling date is 10/15.

A motion was made by Baldwin to adjourn the meeting at 8:03p.m., seconded by Stitt, the vote was unanimous. Next meeting is Tuesday, August 9, 2022.

Submitted by:

Beatrice L Schultz

Secretary/Treasurer Highland Township

