

**HIGHLAND TOWNSHIP
BOARD OF SUPERVISORS
September 13, 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: Ed Steinour

PA State Police: Officer Todd Witalec

KPI, Township Engineer: Dominic Picarelli

APPROVAL OF MINUTES:

After soliciting any changes or amendments to the Minutes of the August Board of Supervisors meeting, Baldwin moved that the Minutes be approved as written, seconded Dingle. 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 1, traffic citations 27, written warnings 5, faulty equipment 0. Liberty Township Police performed several speed details in August. In September their department will participate in the Aggressive Driving and Roving DUI patrols. They receive funding from the State of PA, and some of these details may be done in Highland Township.
- Officer Todd Witalec attended our meeting to complement Highland Township on adding the State Police to our website.
- Fire Reports: Cashtown – 3 calls, GFD – 0 calls, Fairfield – 2 calls and State Police- 12 calls.
- FREMA will have a booth at Pippinfest September 24, located at the Fairfield Fire Department. Next FREMA meeting is scheduled October 17, at 6 p.m.

TREASURERS REPORTS:

The Treasurer's Report as of August 31, was presented with explanation by the Secretary/Treasurer. A motion was made by Stitt to accept the Treasurer's report, paid bills, deposits, and payroll reports be approved. Baldwin seconded and the vote was unanimous. PLIGIT CD matured on September 13, and we were advised by PLIGIT Representative of the current rates and options as to where we should transfer these funds. Stitt made a motion to move the matured CD to a PLIGIT/TERM 60-day investment. Baldwin seconded the motion, and all were in favor.

- Escrow Funds all refunds were paid through August 31, 2022
- PLIGIT CD matured and will be placed in a PLIGIT/TERM 60-day, current rate at 2.93%.
- Act 57 of 2022 – Susan Forsythe has indicated that she is aware. A copy of the Act will be kept with the Board Meeting files for September.

ROAD MASTERS REPORT:

- Dingle reported that Russell Corporation had to postpone the Road Project of 2,250 tons FB3, 2" to cover Stoops and Black Horse Tavern due to rain. It will be late September before work will begin. At this time the appropriate work signs will be put in place.
- Resident inquired about placing a Blind Child sign on Fairfield Rd near the intersection of Camp Gettysburg Rd. Supervisors will notify PennDOT to fill out the proper paperwork for this to be placed.

SUBDIVISION AND LAND DEVELOPMENT:

- The Land and Sea report was distributed and reviewed.
- The Supervisors reviewed spreadsheet for zoning projects prepared by KPI.
 - Zoning permit given for temporary RV placed (25 Knoxlyn-Orrtanna Rd) until mobile home is delivered in October.
- Propane tank distance from property line question will be sent to Land & Sea for building codes review. (1625 Knoxlyn Road)
- Engineer to check out possible unpermitted second driveway on Silo Road.
- There were zero County permits submitted for review.
- Zoning fees were discussed, Supervisors reviewed a fee schedule spreadsheet verses KPI fees. No decision has been made as to how to access fees incurred from multiple inspections during the entire zoning process.
- The next Zoning Ordinance working session is scheduled for December 6.
- The next Planning Commission Meeting is scheduled October 4. (Cramer Subdivision)
- Supervisors received a letter from the homeowner's engineer that included a sketch with as build driveway. Stitt will talk to our Linus Fenicle (Solicitor) regarding this matter.

UNFINISHED BUSINESS:

- Township Fee Schedule: This matter is still under discussion and needs to be further discussed.
- SEK Audit: Kevin Stouffer will attend our October Board of Supervisors meeting.

A motion was made by Stitt to adjourn the meeting at 9:40 p.m., seconded by Baldwin, the vote was unanimous. Next meeting is Tuesday, October 11, 2022.

Submitted by:

Bridget L. Munsee



Acting Secretary/Treasurer Highland Township

