

# HIGHLAND TOWNSHIP BOARD OF SUPERVISORS

May 12, 2020 @ 7:00 pm

## Meeting Minutes

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

### **PRESENT:**

Chairman Gary Dingle, Supervisor Ed Steinour, Supervisor Jason Stitt

### **PUBLIC**

None

### **PUBLIC COMMENT:**

None.

### **APPROVAL OF MINUTES:**

#### **Supervisors Meeting Minutes April 14, 2020:**

Supervisor Stitt moved, seconded by Supervisor Steinour to approve the April 12, 2019 BOS meeting minutes. The vote was unanimous.

**Liquid Fuels Audit:** Ryan Schrauder of the State Auditor's office is reviewing the paperwork emailed by the Secretary for the audit. It will take a couple of weeks to complete.

**Workers Comp Audit:** Completed on April 22, 2020.

**YATB Letter:** The Supervisors reviewed the letter from Al Timko, Executive Director of the YATB on the effects of the Stay at Home Order on tax collection. Though it is a rigorous analysis, specifics cannot yet be known for individual municipalities. His estimates to date point to a surprisingly small impact on tax revenues.

### **TREASURERS REPORTS:**

The April 2020 Treasurers report was discussed in detail. The Treasurers report was accepted as written.

### **APPROVAL OF BILLS PAID AND PAYROLL**

Supervisor Dingle moved, seconded by Supervisor Steinour to approve the April 2020 reports as presented. The vote was unanimous.

### **ROAD MASTERS REPORT:**

- **Salt Contract:** The Township must order the 2019-2020 load of salt by July 31, 2020.
- **Mowing the Township roads:** Roger will start mowing the township roads starting on May 18th. The mowing should be completed by the end of that week.

### **SUBDIVISION AND LAND DEVELOPMENT:**

**Scott subdivision:** Ted Brillhart of C.S. Davidson is requesting a 90-day extension to give additional time to have the plans signed and recorded due to the closing of the Adams County Courthouse. Supervisor Stitt moved, seconded by Supervisor Steinour to approve the 90-day extension. The vote was unanimous.

### **LAND AND SEA SERVICES:**

#### **April 2020 Reports:**

The April 2020 reports were reviewed and discussed. The Supervisors agree to accept the reports as written.

**RIGHT-TO-KNOW REQUEST:**

None

**UNFINISHED BUSINESS:**

**COG:** The April COG meeting has been cancelled due to the pandemic. The next scheduled meeting is May 28, 2020.

**YATB:** The April meeting has been cancelled due to the pandemic. The next scheduled meeting is July 27<sup>th</sup>, 2020.

**Fairfield Fire Department meeting:** The April meeting has been cancelled due to the pandemic.

**FREMA:** The next meeting is June 15th @ 1:00 pm. It will be conducted via the ZOOM platform or in person.

**Website:** The website has been put on hold until the Adams County IT Department opens back up.

**Covid-19 township update:**

As of March 23<sup>rd</sup>, 2020, the township is closed to the public because of the pandemic. Adams County offices are closed as well. We are following State and CDC guidelines.

**Brown Farm:**

The Land Conservancy easement is on hold due to the Coronavirus.

**NEW BUSINESS:**

**Box Card Review Gettysburg Fire Department:**

The Supervisors reviewed and approved the new Box Card changes. The Box Card review form was signed and will be sent to the Department of Emergency Services and the Gettysburg FD.

**Bridge Replacement Sr 116-043:**

PennDOT is in the process of making surveys and preparing right-of-way plans for a bridge construction project on SR 0116 Section 043, located in Highland Township just past the Weikert egg farm. The Supervisors reviewed the plans and maps and have determined that there is no township owned existing utilities in the area. The Secretary will respond to the project manager by email. Tentative date for the replacement is 2024.

**Primary Election:** The primary election is June 2, 2020. The State is providing Plexiglas, PPE and cleaning supplies.

**PSATS Convention:** Cancelled due to the Coronavirus. The Township will receive refunds from PSATS.

Supervisor Dingle moved, seconded by Supervisor Steinour to adjourn the meeting. The vote was unanimous.

The meeting was adjourned @ 7:50 pm.

Mary Sherman  
Secretary/Treasurer  
Highland Township