

**HIGHLAND TOWNSHIP
BOARD OF SUPERVISORS
FEBRUARY 11, 2020 @ 7:00 pm
Meeting Minutes**

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, Secretary Mary Sherman

PUBLIC

Ron Garis, Martha O'Bryant, Ken O'Bryant

PUBLIC COMMENT:

Martha O'Bryant would like the township to consider setting up a website. The township has contemplated doing this for a couple of years and will proceed by getting estimates from Total Tech and Adams County. We would like to have it up and running by early summer.

APPROVAL OF MINUTES:

Supervisors Meeting Minutes January 6th, 2020:

Supervisor Steinour moved, seconded by Supervisor Stitt to approve the January 6, 2019 BOS meeting minutes. The vote was unanimous.

BOS Re-Organizational Minutes January 6th, 2020:

An amendment will be made to the Re-Org minutes changing the federal mileage rate from .58 cents to 57.5 cents. Supervisor Steinour moved, seconded by Supervisor Stitt to approve the January 6, 2019 Re-Org minutes. The vote was unanimous.

TREASURERS REPORTS:

YATB vs. J.P.Harris:

Susan Forsythe, the townships tax collector has repeatedly told the Supervisors that there is confusion with the residents because Adams County uses J.P. Harris to collect per capita taxes, while the township uses YATB. Supervisor Dingle expressed these concerns at the most recent YATB meeting. Jane Vivier, Deputy Director of YATB said to have the Secretary and the Tax collector contact her so that they can help facilitate the problem.

PLGIT CD matures on January 10, 2020:

PLGIT CD #6 was reinvested on January 13th at a net rate of 1.75%. It will mature on January 12, 2021.

ACNB Bank Resolution:

The Supervisors signed the resolution removing Supervisor Rockey from the bank account and adding Supervisor Stitt to the account. The original copy will be taken to the Fairfield branch on Wednesday.

The January 2020 Treasurers report was discussed in detail. The Treasurers report was accepted as written. Supervisor Stitt moved, seconded by Supervisor Steinour to approve the January 2020 Treasurers report. The vote was unanimous.

APPROVAL OF BILLS PAID AND PAYROLL

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

ROAD MASTERS REPORT:

- Salt Contract: The township has used very little salt this year. We have until July 31st to order the load. The Secretary must complete the 2020-2021 salt contract by March 15th, 2020. The Supervisors agreed to order one load (22 tons) for the next winter season.
- The Supervisors agreed to schedule a March ride-a-long to inspect the township roads for maintenance repairs this summer.
- Stone Bid: The Secretary will prepare the stone bid paperwork and email it out this month.

SUBDIVISION AND LAND DEVELOPMENT:

Scott: The deed is still being drafted. It will be recorded by the end of the month.

Keller Lot Addition/SD Plan

The submitted plan proposes a 1.82-acre lot addition from the property of Carl and Janice Keller (Parcel #20D13-0028--000) to the property of Jeffrey and Dixie Keller (Parcel #20D13-0028A--000). The property receiving the lot addition will increase in size from 1.5-acres to 3.32-acres.

Supervisor Dingle moved, seconded by Supervisor Steinour to approve the Keller subdivision based on KPI's letter dated December 18th, 2019. A new deed has been written and will be recorded with the plans. The vote was unanimous.

LAND AND SEA SERVICES:

January 2020 Reports:

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

RIGHT-TO-KNOW REQUEST:

Clayton Smith, VP Noble Environmental: Current waste and recycling contracts

Brian Bush of American Guardian: personnel information on employees and contractor's denial.

Highland Townships denial of the right-to-know request was rejected by the PA Department of Open Records in Harrisburg. The Secretary will respond to the request in the 30-day period.

UNFINISHED BUSINESS:

COG: Secretary Mary Sherman attended the meeting. The next meeting is February 27, 2019.

YATB: Supervisor Dingle attended the meeting. The next meeting is April 27th, 2020 @ 6:30 in Gettysburg.

Fairfield Fire Department meeting: The next meeting is scheduled for April 20th @ 7:00pm.

FREMA: The next meeting is February 17th @ 1:00 pm. Mary Sherman will attend.

Floodplain ordinance:

The draft/final copy of the Flood Ordinance has been received from Leslie Rhodes of the Pennsylvania Municipal league. The ordinance is compliant with PEMA and FEMA standards. Before the updated maps go into effect, each township is required to submit an adopted, compliant floodplain ordinance. Both KPI and the township Solicitor agreed the updates were needed and we should retire the outdated ordinance and adopt the model ordinance provided by PML. The Secretary is writing the application and fee schedule and will contact KPI for guidance. Solicitor Linus Fenicle will write the advertisement for the Gettysburg Times. The advertisement will run this month and the ordinance will be adopted at the April meeting. A copy will then be sent to Ms. Rhodes and the law library.

Supervisor Dingle moved, seconded by Supervisor Steinour to send a copy of the ordinance to the Solicitor to draft the advertisement and to KPI to advise us on the fee schedule. The vote was unanimous.

NEW BUSINESS:

2020 Census Initial Boundary Validation Program:

The Census Bureau uses boundary information to tabulate data for the 2020 Census. Adams County uses Sarah Weigle, Senior GIS Specialist to review all the boundaries of townships in Adams County. She compares the Census Bureau boundaries with the County's municipal boundaries. The BVP happens before each decennial census and each municipality's Highest Elected Official (Supervisor Dingle) signs off on it. It was sent February 6th, 2020.

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

The meeting was adjourned @ 8:10 pm

Mary Sherman
Secretary/Treasurer
Highland Township