

Highland Township Board of Supervisors
October 14, 2025 @7:30 p.m.
Meeting Minutes

The Highland Township Board of Supervisors (BOS) met on this date at 7:30p.m., as publicly advertised, at the Highland Township Municipal Building, 3641 Fairfield Road; Gettysburg, PA 17325.

PRESENT:

Supervisors: Jason Stitt, Chair (JS), Cody Young, Road Master (CY), William Baldwin (BB)
Others: Robin Keller, Secretary, Bruce Strasbaugh, Cashtown Fire Dept., Linda Faul

CALL TO ORDER:

JS called the October 14th meeting to order at 7:30 p.m.

PUBLIC COMMENT:

Bruce Strasbaugh presented Cashtown Fire Dept. financial statement for year ending 2024, Form 990 for year ending 2024 and a thank you letter of appreciation for donation.

POLICE, FIRE AND RESCUE

Chief DeWitt from Liberty Township Police Dept. presented Certificate of Appreciation for National Night Out. He also provided Sept. report. Discussed whether to keep the 5 additional police hours for remainder of year. CY motioned to keep the 5 additional hours for remainder of year. BB seconded. The vote was unanimously approved.

BOS review Sept. reports from PA State Police, Fairfield Fire Dept., Cashtown Fire Dept., Gettysburg Fire Dept, along with Gettysburg's Profit/Loss Report.

APPROVAL OF MINUTES

BB motioned to approve the September 9th minutes as written. CY seconded. The vote was unanimously approved.

TREASURERS REPORT

JS motioned to approve the Treasures Report as presented. CY seconded. The vote was unanimously approved.

Disbursement of Fire Relief Funds to be distributed at 50% to Fairfield Fire Dept., 25% to each Cashtown and Gettysburg Fire Depts.

ROAD MASTER REPORT

CY reported that Liberty Township offered the use of boom mower and operator for the remaining time of rental at \$70/hour, with Highland Township providing the fuel for mower.

BUILDING PERMITS

Report from PMCA regarding finalized projects.

ZONING AND LAND USE PERMITS

Zoning permits, Certificate of Use and Occupancy, and Property Improvement Certificates were reviewed for the month of September.

UNFINISHED BUSINESS

JS motioned to schedule a public hearing regarding the updated Zoning Ordinance on Mon. Nov. 17th or Wed. Nov. 19th or Thurs. Nov. 20th at 6:30 p.m. with Rob Thaeler, Adams County Planning and Development, Dominic Picarelli, KPI and Linus Fenicle, Solicitor. After hearing from Rob, Dominic, and Linus for date confirmation, then run advertisement for meeting in the Gettysburg Times along with BOS meeting to follow immediately after. BB seconded. The vote was unanimously approved.

NEW BUSINESS

JS motioned to approve advertising trash bid. CY seconded. The motion was unanimously approved.

BB motioned to adopt Resolution 2025-005 to amend email address to current email address on the Right-To-Know. CY seconded. The vote was unanimously approved, and Resolution was signed.

Liberty Township Police contract sent back BOS wants only 1 year contract at quoted rate of \$30,600 yearly for 30 hours per month service.

CY motioned to sign Intergovernmental Service agreement with Liberty Township for boom mower and operator at a cost of \$70.00/hr. JS seconded. The vote was unanimously approved.

JS motioned to approve Resolution 2025-006 in regard to signed Intergovernmental Service Agreement with Liberty Township. CY seconded. The vote was unanimously approved.

ADJOURNMENT

JS motioned to adjourn the meeting at 9:48 p.m. BB seconded. The vote was unanimously approved.

The next meeting will be held November 17, 2025, immediately following the Zoning Ordinance Hearing.

Submitted by:

Robin Keller
Secretary/Treasurer