

HIGHLAND TOWNSHIP
BOARD OF SUPERVISORS

December 14, 2021

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:

Gary Dingle, Chairman; Ed Steinour, Supervisor; Jason Stitt, Supervisor; Bea Schultz, Sec/Treasurer; Dominic Picarelli from KPI Engineering and others (sign in sheet attached).

CELEBRATION OF SUPERVISOR STEINOUR'S SERVICE:

Citations were presented to Supervisor Steinour from Senator Moul's office, PSATS, and the Adams County Commissioners. Kind and generous words were contributed by Gary Dingle, Jason Stitt, Craig Rocky (former Supervisor), Bill Jacobs (Fairfield Fire Company) and many others.

PUBLIC COMMENT:

1. Mike and Martha O'Bryant once again spoke to their complaint that tax payment checks were lost (one in 2005 and one in 2021). Since this issue was brought up at a previous meeting, the Supervisors met with the Highland Township Tax Collector, Susan Forsythe to discuss the issue. They also reviewed Audit Reports from the County showing no discrepancies in the reports submitted for prior years to the County, School District and State. Also, input from the Township Solicitor was received and no further actions are to be taken. The Supervisors consider the matter closed. Public comments were made thanking Susan for her service.
2. Cal Bream expressed his concern for the safety of the neighbors and the lost historic enjoyment of the property known as the Orrtanna Mill on Carroll's Tract Road. The Supervisors will look into the issue.

PRESENTATION BY PA MUNICIPAL SERVICES:

Clem Malot and Sharon Hamm provided information to the Supervisors regarding their Zoning and Building Code administration and enforcement services. A decision will be made at the January 3 Organizational Meeting.

PRESENTATION BY NICHOLAS L. SHEARER, CPA:

CPA Nick Shearer presented his proposal to serve as Auditor for the Township. He would be responsible for filing DCED reports timely in addition to a comprehensive audit for 2021 and assistance to Bea for 2022.

APPROVAL OF MINUTES:

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

TREASURERS REPORTS:

The November, 2021 Treasurer's Report was presented with explanation by the Secretary/Treasurer. A motion was made by Supervisor Stitt, to accept the Treasurer's Report, as presented, Chairman Dingle seconded. The vote was unanimous.

APPROVAL OF BILLS PAID AND PAYROLL:

November paid bills, payroll and deposits, were presented to and reviewed by all Supervisors. A motion was made by Supervisor Steinour to approve the same, seconded by Chairman Dingle and the vote was unanimous. Invoices from Land & Sea, KPI Engineers and Linus Fenicle, Solicitor, were presented for approval. The invoices were approved for payment.

2022 TOWNSHIP BUDGET:

After being properly advertised and reviewed, Chairman Dingle made a motion to approve the 2022 Township Budget. Supervisor Stitt seconded the motion. The vote was unanimous.

ROAD MASTERS REPORT:

- Roadmaster Steinour reports that Alpha has completed the road striping and has been paid.
- Ed ordered 2 loads of anti-skid and will mix with the salt. The sheds are full.
- There is one additional load of salt to be delivered before July and March is our reorder date.
- A spare set of skid shoes and plow shoes for the IH and a plow cutting edge have been ordered.
- The cinder spreader on the GMC may need repair and the chain gear does not match up.
- The tire on the big loader has a slow leak.

SUBDIVISION AND LAND DEVELOPMENT:

- Adams Co. has issued a permit for the Small Pool.
- The November report from Land and Sea Services were reviewed.
- The Planning Commission and Supervisors will meet with the County on Tuesday, February 1, to discuss the revisions to our Zoning Ordinance.

UNFINISHED BUSINESS:

- The Police Contract was finalized and the Supervisors met with Chief Hansen. Policing is to begin on January 1, 2022 and will continue through January 5, 2023.
- NIMS Training is complete for Highland Township.
- The Reorganization meeting is set for **Monday, January 3 at 5:30 pm** and has been properly advertised along with the Notice to appoint an Auditor for 2022.

NEW BUSINESS:

- Bea presented the December/January office calendar.
- The Parks Contract is not complete and Bea will be in touch with the group to see when the next meeting will take place and if there is a continuance of service after 12/30.

Having no further business, Chairman Dingle moved, seconded by Supervisor Steinour to adjourn the meeting. The vote was unanimous. The meeting was adjourned @ 8:15 p.m.

Beatrice L Schultz, Secretary/Treasurer
Highland Township

