

**HIGHLAND TOWNSHIP
BOARD OF SUPERVISORS
March 8, 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

Public: See sign in sheet

PUBLIC COMMENT:

1. Bill Jacobs, representing Fairfield Fire Department, delivered a written request for COVID relief funds. The Supervisors asked Bea to get further information and forward the same to them for further review.
2. Michael O’Bryant thanked the Township for the update including the contact information for Chief Hansen and animal control.
3. Bruce Strausbaugh, representing Cashtown Fire Department, presented a written acknowledgement of the \$7,500 contribution to the new truck that is in service beginning November, 2021.
4. Chief Sherri Hansen submitted a report for February (attached).

APPROVAL OF MINUTES:

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

TREASURERS REPORTS:

The February Treasurer’s Report was presented with explanation and PLIGIT account summary by the Secretary/Treasurer. Paid bills, monthly deposits and payroll was reviewed by the Supervisors. The Actual vs. Budget report was given to the Supervisors for review. A motion was made by Dingle to accept the Treasurer’s Reports, as presented, Stitt seconded. The vote was unanimous.

Bea reports that the CD that came due in February has been rolled into a term account where the interest is the best possible thru PLIGIT at 270 days at 0.98%. This leaves the option available to transfer the monies into a CD if the interest rates improve.

We anticipate the receipt of \$65,565.00 in Liquid Fuels funds in March, 2022. Also, reports were received from the PA Liquor Control Board. Licenses are held by the AmVets and Granite Hill Campground snack bar (Timberline Recreational Enterprises). Bea was asked to follow-up on when payments will be received and the amounts.

ROAD MASTERS REPORT:

- Roadmaster Dingle and Roger spent 3 days on the roads for wind clean-up. There is additional wood clean-up needed on the side of the roads.

- Dingle is researching pre-treatment equipment for our current vehicles. Hamiltonban and Carroll Co. have a brine mixer. He may speak to them about our purchasing the brine from them.
- Dingle is researching the purchase of a new salt spreader and has also reached out for prices and a timeline for a new vehicle to replace the GMC. He is pricing the largest truck that doesn't require a CDL license to operate.
- The F550 is our general truck and in good shape with 16,000 miles. It has newer brake lines. The attached salt spreader is shot. The one that Dingle is pricing will fit on any of our available trucks.
- Dingle reports that we will probably not need to rent a boom mower this spring/summer.
- The Supervisor's ride along is scheduled for Monday, March 21 at 7:00 a.m. keeping March 28 available as a rain date.

SUBDIVISION AND LAND DEVELOPMENT:

- Zoning Officer, Dominic Picarelli, provided a written zoning report. He also suggested an increase in zoning application review/inspection fees. Permits were issued to Lynch and Knight Builders. With regard to the church cemetery parking lot application, Solicitor Fenicle requires the property owner's signature to issue a zoning permit. Bea will mail the application to Mr. Smeltz.
- The due date for Longs to remove the sheds is fast approaching. Bea was asked to draft a letter for the Supervisor's review and Stitt's signature.
- The Land and Sea report was distributed and reviewed.
- There were no Adams County permits submitted for Supervisor review

POLICE, FIRE & EMERGENCY SERVICES:

- The police update submitted by Chief Hansen was reviewed. Chief Hansen presented a letter for signature. They are filing for a grant to help with the purchase of a new vehicle.
- Baldwin attended the FREMA meeting and informed that a replacement for AJ Aldrich has been hired.
- It was confirmed that Dingle is serving as the Flood Plain Administrator. Bea and Dominic will complete the filing for Gary's signature.
- Stitt will attend the GFD Annual Banquet on March 26.
- Fire Reports: Cashtown – no calls, GFD – 1 call (police assist), Fairfield - 2

OLD BUSINESS:

- Bea reports that the Park's Garbage Contract has been signed and sent to Parks and we are awaiting an executed copy. No one has received an executed copy as of yet. Stitt suggested that we review the contract to make sure that we are within the stated timeline.

NEW BUSINESS:

- Bea request to use a personal day to attend her uncle's funeral. Granted, the office will be closed on Monday, March 14th.

Having no further business, Baldwin moved, seconded by Dingle to adjourn the meeting. The vote was unanimous. The meeting was adjourned @ 8:40p.m.

Submitted by:

Beatrice L Schultz, Secretary/Treasurer Highland Township
(as approved 4/12/2022)