

**FREEDOM TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
JULY 11, 2018  
7:00 P.M.**

**BOARD OF SUPERVISORS**

Allen Beckett, Chairperson  
Paul Kellett, Vice-Chairperson  
Matt Young

**TOWNSHIP OFFICIALS - PRESENT**

Zachary Gulden, Township Manager  
Linus Fenicle, Township Solicitor

**MEMBERS OF THE PUBLIC - PRESENT**

Ed Buchheit, John Javor, Hannah Beckett, Mike & Ed Wenschhof.

**CALL TO ORDER**

Chair Beckett called the Board of Supervisor's Meeting to order at 7:00 p.m.

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Chair Beckett made a **MOTION** to approve the Minutes of the public hearing on June 13, 2018. The **MOTION** was **SECONDED** by Mr. Young. The motion carried (3-0).

Chair Beckett made a **MOTION** to approve the Minutes of the regular meeting on June 13, 2018. The **MOTION** was **SECONDED** by Mr. Young. The motion carried (3-0).

**CONSIDERATION / APPROVAL OF BILLS IN THE AMOUNT OF \$10,227.52 FROM THE GENERAL FUND, \$547.34 FROM THE DEBIT CARD ACCOUNT, AND \$70,167.88 FROM THE LIQUID FUEL'S STATE HIGHWAY FUND**

Chair Beckett made a **MOTION** to approve the financial report and bills in the amount of \$10,227.52 from the General Fund, \$547.34 from the debit card account, and \$70,167.88 from the Liquid Fuel's State Highway Fund. The **MOTION** was **SECONDED** by Vice-Chair Kellett. The Motion carried unanimously (3-0).

Mr. Gulden said that since Hammaker completed the sealcoating project, he recommended to release Hammaker's bid bond. Vice-Chair Kellett made a **MOTION** to release Hammaker's bid bond. The **MOTION** was **SECONDED** by Mr. Young. The Motion carried unanimously (3-0).

Mr. Young asked if the roads were inspected after they were seal coated. Mr. Gulden said that Mr. Wenschhof inspected the roads and said they were satisfactory. Chair Beckett said the roads look excellent.

**ROAD REPORT**

The road crew completed the following tasks in June:

- Mowing and string trimming along Township roadways and at the Township building.
- Miscellaneous maintenance work on the lawn tractor (weld muffler), road mower, and tractor.
- Replaced batteries in all smoke alarms.
- Repaired sign post at Down Home Lane.
- Miscellaneous road clean-up.
- Traveled roads to be seal coated with Randy from Hammakers.
- Note: Roads were seal coated on July 3, 2018.

<b>Road Crew Employee</b>	<b>Hours Worked</b>	<b>Mileage</b>
Mike Wenschhof	107	0
Ed Wenschhof	38.5	0
Allen Beckett	0	0

Vice-Chair Kellett made a **MOTION** to approve June's Road Report as submitted. The **MOTION** was **SECONDED** by Mr. Young. The Motion carried unanimously (3-0).

**EMS & FIRE REPORTS**

Adams Regional Emergency Medical Service (AREMS) had a total of two calls to Freedom Township for the month of June.

The Greenmount Fire Department had a total of five calls for the month of June. Their calls included: two residential fires, one miscellaneous fire, one vehicle fire, and one request for fire police. Of those calls, two were to Cumberland Township, two were to Freedom Township, and one to Straban Township.

Chief Javor said they have two new members who are about to start the lengthy training process. He also said that there are two more residents who have showed interest in volunteering. The Chief said fundraising has been very successful recently. They also added more fire apparatus from other departments to the box cards to increase safety. Chair Beckett asked that they let the Board know how training progresses. Vice-Chair Kellett agreed.

**OLD BUSINESS****A. Southwest Comprehensive Plan**

- Consideration / approval of an advertisement for a Public Hearing to be held at the Township Building on August 08, 2018 at 6:30 PM with the option to adopt the proposed Comprehensive Plan at that date's regular meeting.

Mr. Gulden said that the Township was required to notify the Gettysburg Area School District and surrounding municipalities that we are in the process of adopting the Southwest Joint Comprehensive Plan and to allow them 45-days to provide comments. He said the 45-day period is over, and we received no comments. Mr. Gulden said the last step in the process is to hold a public hearing on the proposed plan.

Vice-Chair Kellett made a **MOTION** to approve an advertisement for a public hearing to be held at the Township Building on August 08, 2018 at 6:30 PM with the option to adopt the proposed Comprehensive Plan at that date's regular meeting. The **MOTION** was **SECONDED** by Chair Beckett. The motion carried unanimously (3-0).

#### **B. Discussion of the proposed Zoning Text Amendment 2018-02.**

- Consideration of an advertisement for adoption at the August 08, 2018 Board of Supervisor's regular meeting.

Mr. Gulden said that the Board voted at last month's meeting to continue discussion of the proposed text amendment at tonight's meeting.

Vice-Chair Kellett made a **MOTION** to approve an advertisement for adoption of the proposed Zoning Text Amendment 2018-02 at the August 08, 2018 Board of Supervisor's regular meeting. The **MOTION** was **SECONDED** by Chair Beckett. The Motion carried unanimously (3-0).

#### **NEW BUSINESS**

##### **A. Discussion of Resolution 2018-06 (2018 Updated Fee Schedule).**

Mr. Gulden said he is proposing the following changes to the fee schedule:

- **Building Permit:** Charging actual costs by third-party agency and added to fee schedule.
- **Engineering:** Charging actual costs by third-party agency and added to fee schedule.
- **Photo Copies (to include requests under PA Right-to-Know Law:** Reduced from \$1.00 to \$0.25 per copy to comply with PA Law.
- **Special Event Permit:**
  - **Attendance 200-1000 persons:** Increased by \$50.00 to \$100.00 and added + all costs incurred by the Township.
  - **Attendance: 1,000-5,000 persons:** Increased by \$50.00 to \$150.00 and added + all costs incurred by the Township.
  - **Attendance: over 5,000 persons:** Increased by \$50.00 to \$200.00 and added + all costs incurred by the Township.
- **Comprehensive Plan Book:** Added to the fee schedule with cost of \$30.00 + postage if mailed.
- **Stormwater Management Ordinance Book:** Increased fee by \$15.00 to \$30.00 + postage if mailed.

- **Subdivision Ordinance Book:** Increased fee by \$5.00 to \$30.00 + postage if mailed.
- **Zoning Ordinance Book:** Increased fee by \$5.00 to \$30.00 + postage if mailed.
- **Subdivision Plan Review:** Increased base fee by \$50.00 to \$300.00 and decreased the lot fee from \$50.00 to \$15.00.
- **Land Development Plan Review:** Increased base fee by \$50.00 to \$300.00 and decreased the acre fee from \$200.00 to \$20.00.
- **Subdivision and/or Land Development Plans submitted as a final plan, where submission of a preliminary plan has been waived:** Combination of previous two fees- \$600.00 base fee + \$15.00 per lot + \$20.00 per acre.
- **Escrow Account Administration Fee:** Added a minimal fee of \$500.00 per escrow account + \$100.00 per year administrative fee for each active escrow account. The Supervisors can increase this amount at their discretion.
- **Sketch Plan:** Added a \$200.00 fee.
- **Planning Modules:** Added a \$150.00 fee.
- **Curative Amendments:** Added a \$500.00 fee.
- **Zoning Text/Map Amendment:** I made this a standard fee for all uses. The fees were previously different for each use. The new fee would be \$500.00 for all uses.
- **Conditional Use:** Reduced fee from \$800.00 to \$500.00.
- **Tax Certification:** Existing fee, but added to the fee schedule.
- **Duplicate Real Estate Tax Bill:** Existing fee, but added to the fee schedule.
- **Returned Check Fee:** Existing fee, but added to the fee schedule.
- **Zoning Hearing Board (ZHB) Appeals and Interpretations:** This is a new category with a fee of \$400.00.
- **ZHB Continuance if requested by applicant:** New fee of \$150.00.
- **Hearing Transcripts:** New category with fees determined by publisher.
- **Special Exceptions & Variances:** New category with a \$400.00 fee.
- **Zoning Permit:** Fee reduced from \$75.00 plus additional per \$1,000 of construction to a flat fee of \$35.00.
- **Zoning change of use, add a use, confirm a use, confirm a zoning district, & non-conformance certificate:** New fee of \$35.00.
- **Sign Permit** – Reduced from \$75.00 to \$35.00.
- **Additional Zoning Fees:** New fee. Zoning permit fees double if work commences before permit is obtained and fees paid.

Chair Beckett said he would like the public to review the proposed fee schedule for a month before the Board consider voting on the matter. Mr. Gulden said he will add it to the website and place it on the August agenda. Mr. Young agreed.

Chair Beckett made a **MOTION** to table this matter until the August meeting. The **MOTION** was **SECONDED** by Vice-Chair Kellett. The Motion carried unanimously (3-0).

## **B. Consideration of the Stormwater Management Design Assistance Manual provided by KPI Technology.**

Mr. Gulden said this manual was created by KPI Technology in order to assist residents, with projects of 1,000-4,999 square feet of impervious surface, create stormwater management plans without having to spend thousands of dollars at an engineering firm. Chair Beckett asked Mr. Gulden to ask KPI Technology to create an additional assistance manual for stormwater projects that create impervious surface of 5,000+ square feet.

Chair Beckett made a **MOTION** to table this matter until the August meeting. The **MOTION** was **SECONDED** by Vice-Chair Kellett. The motion carried unanimously (3-0).

## **OTHER BUSINESS**

### **A. Letter of retirement / resignation from Zoning Hearing Board Solicitor James T. Yingst**

Mr. Gulden said he received a letter from Mr. Yingst stating that he will be retiring. He sent request for proposals for a new zoning hearing board solicitor to seven different firms in the area. Mr. Gulden said they only received one proposal from Attorney Adam D. Boyer. He said the Township's zoning hearing board will reorganize and review his proposal on July 18, 2018 at 7:00 PM.

### **B. Donation Request – Rabbit Transit**

Mr. Gulden said that he received a letter from Rabbit Transit requesting funding for 2018. He said the 2018 budget includes a community donation line item for \$540.66, but does not specify which organization/s receive the funding. Vice-Chair Kellett recommended giving \$250.00 to Rabbit Transit, \$250.00 to the Gettysburg Area Recreation Authority, and \$40.66 to the Adams County SPCA.

Vice-Chair Kellett made a **MOTION** donate \$250.00 to Rabbit Transit, \$250.00 to the Gettysburg Area Recreation Authority, and \$40.66 to the Adams County SPCA. The **MOTION** was **SECONDED** by Chair Beckett. The Motion carried unanimously (3-0).

Mr. Gulden said this will be included in August's financial report.

## **STAFF REPORTS**

### **A. Manager / Zoning Officer**

Mr. Gulden said there was one right-to-know request for the month of June. He also issued two zoning permits – one for a shed and one for a stone pad.

**B. Solicitor**

None

**PUBLIC COMMENT**

None

**ADJOURNMENT**

There being no further business Vice-Chair Kellett made a **MOTION** to adjourn. The Motion was **SECONDED** by Chair Beckett. Chair Beckett adjourned the meeting at 7:45 p.m.