

**Liberty Township Board of Supervisors
39 Topper Road
Fairfield, PA 17320**

**January 5, 2015
Reorganization Meeting**

The Board of Supervisor's of Liberty Township, of Adams County, met Monday, January 5, 2015 at 7:00pm at the Liberty Township Municipal Building, 39 Topper Road, Fairfield, PA 17320, for their Re-organization meeting.

Present: John Bostek, Bob Jackson, Marie Cochran, LeeEsta Frishkorn, and Brand Briggs. Mr. Davis did not attend.

Chairman of the Board - A motion by Mr. Jackson to appoint Mr. Bostek Chairman of the Board was seconded by Mrs. Cochran and passed unanimously.

Vice chairman - A motion by Mrs. Cochran to appoint Mr. Jackson Vice Chairman of the Board was seconded by Mr. Bostek and passed unanimously.

Secretary / Treasurer - A motion by Mrs. Cochran to appoint Ms. Shaffer Secretary / Treasurer was seconded by Mr. Jackson and passed unanimously.

Road Master - A motion by Mrs. Cochran to appoint Mr. Brian Arentz Road Master was seconded by Mr. Jackson and passed unanimously.

Part Time Road Crew - A motion by Mr. Bostek to appoint Mr. Walter Barlow Part Time Road Crew was seconded by Mr. Jackson and passed unanimously.

Depositories for Funds - A motion by Mr. Jackson to retain Adams County Bank and PLGIT was seconded by Mrs. Cochran and passed unanimously.

Solicitor - A motion by Mrs. Cochran to appoint Mr. Davis Solicitor was seconded by Mr. Jackson and passed unanimously.

Township Engineer - A motion by Mr. Jackson to appoint KPI as Township Engineer was seconded by Mrs. Cochran and passed unanimously.

Sewage Enforcement Officers - A motion by Mr. Jackson to appoint KPI, Gil Picarelli as Township Sewage Enforcement Officers was seconded by Mrs. Cochran and passed unanimously.

Backup Sewage Enforcement Officer - A motion by Mr. Jackson to appoint KPI, Dominic Picarelli as Backup Sewage Enforcement Officers was seconded by Mrs. Cochran and passed unanimously.

Zoning Officer - A motion by Mrs. Cochran to appoint Land and Sea as Zoning Officer was seconded by Mr. Jackson and passed unanimously.

Vacancy Board Chairman - A motion by Mr. Bostek to appoint Mr. Paul Harner as Vacancy Board Chairman was seconded by Mr. Jackson and passed unanimously.

Appoint Planning Commission Member - A motion by Mr. Bostek to table until Mrs. Wenchof has received an answer from Mr. Geoff Grant was seconded by Mrs. Cochran and passed unanimously.

Appoint Chief of Police - A motion by Mr. Bostek to appoint Mr. Brand Briggs as Chief of Police was seconded by Mrs. Cochran and passed unanimously.

Per Capita Tax Collector - A motion by Mr. Jackson to appoint Mrs. Natalie Williams to collect Per Capita Taxes was seconded by Mrs. Cochran and passed unanimously.

Chief Administrative Officer for Police Pension Plan - A motion by Mrs. Cochran to appoint Mrs. Shaffer as Chief Administrative Officer for Police Pension Plan was seconded by Mr. Jackson and passed unanimously.

Chief Administrative Officer for Non-Uniform Pension Plan - A motion by Mrs. Cochran to appoint Mrs. Shaffer as Chief Administrative Officer for Non-Uniform Pension Plan was seconded by Mr. Jackson and passed unanimously.

Treasurer's Bond - A motion by Mrs. Cochran to raise the Treasurers bond at \$300,000.00 was seconded by Mr. Bostek and passed unanimously.

Appoint Auditors - A motion by Mr. Jackson to table until end of meeting was seconded by Mrs. Cochran and passed unanimously.

Cash Policy - Mrs. Shaffer asks to restrict account receivables to check or money order only. **A motion by Mrs. Cochran to restrict all income to check or money order with cash not accepted was seconded by Mr. Jackson and passed unanimously.**

Regular Monthly Meeting
January 6, 2015

Minutes of the *December 3, 2014* meeting were read and were accepted with no objections.

Treasurer's Report was reviewed and accepted by the Supervisors.

Approval of bills: Mr. Jackson made a motion to pay the bills as stated, seconded by Mrs. Cochran and the motion passed unanimously.

Public Participation: None

Solicitor – None.

Police Officer's Report – Chief Briggs read his report.

Zoning Officer's Report – Mr. Bostek read this report.

Roadmaster Report - Mr. Jackson read this report and stated Mr. Barlow is performing his duties well. He also stated the white dump truck required maintenance as it lost the turbo and the repairs cost a little over \$5,000.00.

Planning Commission Report – Mrs. Wenchhof stated the December meeting was cancelled. The Planning Committee is seeking a replacement to fill the vacant position due to the passing of Mrs. Nancy Kepner. Mrs. Wenchhof stated she is speaking with a potential candidate. An issue of the township ordinance with respect to “Panhandle” lots was briefly discussed. Of concern is to ensure the ordinance is clear about whether panhandle lot configuration is authorized with respect to new dwellings.

Old Business: None.

New Business:

Township Auditors - Mr. Jackson stated that Lockwood Business Support Service did not complete the last two audits from 2012 and 2013 on time and recommends a licensed CPA firm be appointed. Mr. Jackson requested and received quotes from two firms: 1) Rotz & Stonesiefer for \$7,400.00; 2) Smith Elliott & Kerns for \$4,700.00. Mr. Bostek stated he received a quote from Sturgill and Trostle for \$5,500.00-\$7,500.00. **Mr. Jackson made a motion to replace Lockwood Business Support Service with Smith Elliott & Kerns for the 2014 Audit. The Motion was seconded by Mrs. Cochran and passed unanimously.** Mr. Jackson stated he would notify both parties.

With no further business, the meeting adjourned at 8:25p.m. on a motion by Mr. Bostek, seconded by Mrs. Cochran. Vote unanimous.

The next scheduled meeting will be held on Tuesday, February 4, 2015 at 7:30 p.m.

Respectfully submitted,

LeeEsta Shaffer
Secretary/Treasurer