

**HIGHLAND TOWNSHIP  
BOARD OF SUPERVISORS  
April 13, 2021 @ 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:**

Gary Dingle, Chairman; Ed Steinour, Supervisor; Jason Stitt, Supervisor; Bea Schultz, Sec/Treasurer.

**PUBLIC COMMENT:**

Bruce Strasbaugh, Cashtown Fire Department joined the meeting to acknowledge the check received and progress was given on the delivery date of the new equipment.

**APPROVAL OF MINUTES:**

After soliciting any changes or amendments to the Minutes of the March, 2021, Board of Supervisors meeting, Supervisor Steinour moved that the Minutes be approved as written, seconded by Chairman Dingle. The vote was unanimous. The Minutes will be posted on the website.

**TREASURERS REPORTS:**

The March 31, 2021 Treasurer’s Report was presented with explanation by the Secretary/Treasurer.

- Liquid Fuels payment was received by direct deposit to the PLIGIT Liquid Fuels fund.
- A motion was made by Chairman Dingle to accept the Treasurer’s Report, as presented, Supervisor Stitt seconded. The vote was unanimous.

**APPROVAL OF BILLS PAID AND PAYROLL:**

- March paid bills, and deposits, were presented to and reviewed by all Supervisors. A motion was made by Chairman Dingle to approve the same, seconded by Supervisor Stitt and the vote was unanimous.
- The Tax Collector had an expenditure for equipment. After reviewing the invoice and the tax collectors written request, Chairman Dingle made a motion to reimburse Susan Forsythe for one-half of the cost (\$240.62); seconded by Supervisor Stitt. The vote was unanimous.

**ROAD MASTERS REPORT:**

- The Supervisors discuss the culvert repairs and paving to be done in 2021 (spreadsheet attached). We will begin fact finding on pipe sizes/types and what work will be bid out. It is expected that we will use Liquid Fuel Funds from 2019, 2020 and 2021. Supervisor Stitt made the suggestion that Bea check into “Piggy Backing” this with a PennDot project. Bea will make the inquiry.
- All signage will be reviewed to purchase Pole Delineators now that we have the price. The Supervisors discussed the quantity and type to be ordered and asked Bea to get pricing for May meeting from U.S. Municipal and Chemung Supply.
- Rental of boom mower and/or backhoe for summer. No discussion.

### **SUBDIVISION AND LAND DEVELOPMENT:**

- Maitland Subdivision: The Planning Commission along with Dominic Picarelli met on April 6 at 7:00 p.m. to discuss the plans as prepared by Sharrer & Associates. The Supervisors reviewed and discussed the Adams County and KPI Memorandums and Planning Commission Minutes from April 6<sup>th</sup>. Chairman Dingle made a motion that the Board conditionally approve the plans withholding final approval until the wetlands and other matters brought forth by KPI and the County be completed resolved. Supervisor Steinour seconded and the vote was unanimous.
- Cassett New Home Build: This new home build permit has been retracted. The property is being sold to the neighbor. Bea will refund the escrow and well permit funds.
- Burkentine Builders/Mosher: It was requested that Bea contact the builder so that the exact site is marked for Supervisor Steinour to visit the site and issue the well permit. Per Supervisor Steinour, no driveway permit is using. This is an approved shared driveway.

### **LAND AND SEA SERVICES:**

- The March report was reviewed and discussed.

### **UNFINISHED BUSINESS:**

- Revised Sign Call Cards were reviewed and executed by the Supervisors.
- Bea reported that there are no candidates registered for the Supervisor position prior to the primary election.

### **NEW BUSINESS:**

- Chairman Dingle shared that Hamiltonban is repairing a dam. It will be further discussed in the FREMA meeting and he will report back.
- A letter is to be sent to a resident regarding a complaint of gray water reaching the street. Gil from KPI has sent a letter.
- The township received a complaint of neighbor's chickens damaging gardens and flower beds. Wilbur made a site visit having not met with the resident, sent a letter.
- Bea presented Freedom Township's 2020 Zoning Ordinance which was prepared by and coordinated with Adams County. The Board will ask the Planning Commission to review and make renovations, as needed. To begin the process, Bea will have the appropriate copies made and delivered and ask Chairwoman Finfrock to schedule a Planning Commission review.
- The Board discussed the need for appropriate identification for Board Members and employees that go onsite to township residences. Bea and Supervisor Stitt will work on ordering identification badges and other identifying apparel.

Having no further business, Chairman Dingle moved, seconded by Supervisor Steinour to adjourn the meeting. The vote was unanimous. The meeting was adjourned @ 8:30 p.m.

*BL Schultz*

Beatrice L Schultz, Secretary/Treasurer  
Highland Township