

TOWNSHIP OF SOUTHAMPTON MINUTES
FOR THE REGULAR MEETING OF THE BOARD OF SUPERVISORS
SOUTHAMPTON TOWNSHIP MUNICIPAL BUILDING

8:00 a.m.

February 12, 2019

MEMBERS PRESENT

Paul Witter – Chairman
Greg Richardson – Vice Chairman
Samuel Cressler – Secretary/Treasurer

OTHERS PRESENT

Doug Shields – Code Enforcement Officer
Maria Misner – Planning/Recording Secretary
Kathy Durf – Administrative Assistant

VISITORS PRESENT

Tyler Fairchild – SCPRA
Jamie White – WEFR

PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

APPROVAL OF THE BOARD OF SUPERVISORS MINUTES FOR THE REGULAR MEETING OF JANUARY 22, 2019.

The minutes for the regular meeting of January 22, were approved as presented.

VISITOR REMARKS

There were no visitor remarks

OLD BUSINESS

There was no old business.

NEW BUSINESS

WEFR – 2019 Box Cards

West End Fire Chief, Jamie White, submitted the 2019 Boxcards with minor changes.

MOTION: Supervisor Witter moved to approve the 2019 Boxcards as presented. Supervisor Richardson seconded the motion which passed unanimously.

SCPRA 2018 – Annual Report – Tyler Fairchild

Tyler Fairchild presented the 2018 SCPRA Annual Report to the Supervisors. The report reviewed programs and events and budget from 2018.

The biggest financial challenges in the 2018 budget were the Memorial Park Pool which encountered a \$17,242.12 deficit. This was primarily due to bad weather, roof replacement and a pool pump replacement. The other impact was a major drop in youth football and cheer participation.

New in 2018, were the additions of Keystone Flag Football League, bus trips, movies in the park, the Duck Dodge 5k Run, an ADA Wheel Chair Swing Set and the purchase of a UTV for maintenance.

A feasibility study was awarded through Capital Area Resource Conservation & Development Council for a feasibility grant to expand the Cumberland Valley Rail Trail into Southampton Township, Franklin County.

A recent partnership with Mt. Rock Church for use of their gymnasium will provide much needed indoor recreational activities in 2019.

The Shippensburg School district has chosen to pull out of Veterans Stadium. Tyler has met with the Shippensburg Area Athletic Association and the CV Hitmen to determine their needs for the stadium. The renovations have been scaled back to \$143,000 which will be funded through fund-raising events.

Supervisor Cressler asked Tyler if he could prepare the financial trends from 2016-2018.

Tyler replied that he would prepare them for him.

Resolution 2019-002 - TE-160 PennDOT Application for Signalization of Orrstown and Thornwood Roads

Supervisor Cressler stated that in order to move forward with PennDOT a resolution is required indicating the Township has the funds to complete the project.

MOTION: Supervisor Richardson moved to approve Resolution 2019-002 TE160 PennDOT Application for Signalization of Orrstown and Thornwood Roads. Supervisor Witter seconded the motion which passed unanimously.

Changes to Personnel Policy

Supervisor Richardson stated that there were some minor housekeeping changes to the Personnel Policy.

MOTION: Supervisor Richardson moved to approve the Personnel Policy dated 2/12/2019. Supervisor Witter seconded the motion which passed unanimously.

A copy of the updated Township Employee Policy is in the rear of the official minutes book.

DCNR Technical Review Appraisal

Supervisor Cressler stated that this is a requirement of DCNR for their grant. The cost is \$1,200 which is paid by the Township.

MOTION: Supervisor Cressler moved to approve the DCNR Technical Review Appraisal. Supervisor Witter seconded the motion which passed unanimously.

Building #1 Garage Rehabilitation

Supervisor Richardson stated that there were leaks, holes and missing insulation in the garage at Building One. There was \$15,000 approved in the budget for this rehabilitation project. He received three quotes to repair the problems and add tin.

JK Remodeling	\$13,339.58
Haines Construction	\$12,500.00
Ryan Varner Construction	\$10,315.00

MOTION: Supervisor Richardson moved to accept the bid from Ryan Varner Construction for \$10,315.00 for the rehabilitation of the garage at Building One. Supervisor Witter seconded the motion which passed unanimously.

Website - Forms Submission

Maria Misner stated that she has been looking at ways to have the online forms completed and submitted directly. Online payment options have been available for two years. In order to provide this service, the website needs to be secured with an SSL certificate. She received recommendations from Higher Info Tech, Tony Robinson.

MOTION: Supervisor Cressler moved to direct the staff to continue the process of getting an SSL certificate and turning the existing .pdf forms into documents that can be submitted electronically. Supervisor Witter seconded the motion which passed unanimously.

REPORTS OF TOWNSHIP OFFICIALS AND AGENCIES

Public Meeting for CVRT Extension

Maria Misner stated there will be a public meeting for the Rail Trail Extension into Southampton Township Monday, February 18th at 7:00p.m. at the Township Building.

CPR/Flagger Training

Doug Shields reminded the board that he will be hosting CPR/Flagger Training on Wednesday, February 13th from 8:00 a.m. – 12:00 p.m.

GENERAL FUND

MOTION: Supervisor Witter moved to pay the general fund in the amount of \$75,031.10. Supervisor Richardson seconded the motion which passed unanimously.

The meeting was adjourned by Supervisor Witter at 8:36 a.m.

Respectfully Submitted

Maria Misner
Recording Secretary