

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

8:00 a.m.

January 14, 2020

**MEMBERS PRESENT**

Paul Witter - Chairman  
Randy Brenize – Vice Chairman  
Samuel Cressler

**OTHERS PRESENT**

Sean Shultz – Township Solicitor  
Kathy Durf – Secretary Treasurer  
Doug Shields – Code Enforcement  
Maria Misner – Recording Secretary

**VISITORS PRESENT**

There were no visitors present

**The Board of Supervisors and Solicitor Shultz entered into executive session at 7:40 a.m. and emerged at 8:25 a.m. with no action taken.**

**Chairman Witter called the meeting of January 14, 2020 to order at 8:25 a.m. and announced the meeting was being recorded.**

**PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**

**VISITOR REMARKS**

There were no visitors present.

**APPROVAL OF THE BOARD OF SUPERVISORS MINUTES FOR THE REGULAR MEETING OF DECEMBER 23rd, 2019**

The minutes for December 23rd, were approved as presented.

**APPROVAL OF THE BOARD OF SUPERVISORS ORGANIZATION MEETING MINUTES OF JANUARY 6, 2010**

The minutes for the January 6<sup>th</sup> Organization Meeting were approved as presented.

**OLD BUSINESS**

There was no old business.

## **NEW BUSINESS**

### 2020 Bulky Trash Dates

MOTION: Supervisor Brenize moved to set Spring Bulky Trash Days as Friday, April 17<sup>th</sup> from 12:00 noon – 5:00 p.m., and Saturday, April 18<sup>th</sup> from 8:00 a.m. – 12:00 noon. Fall Bulky Trash Days will be Friday, September 25<sup>th</sup> from 12:00 noon to 5:00 p.m. and Saturday, September 26<sup>th</sup> from 8:00 a.m. – 12:00 p.m. Supervisor Cressler seconded the motion which passed unanimously.

### Franklin County Building Code Board of Appeals Appointment

Supervisor Brenize stated that he spoke with Mr. Tom Mathna about serving on the Building Code Board of Appeals and he has accepted.

MOTION: Supervisor Brenize moved to appoint Mr. Mathna to the Franklin County Building Code Board of Appeals. Supervisor Cressler seconded the motion which passed unanimously.

### Facility Cleaning Person

MOTION: Supervisor Cressler moved to advertise for a cleaning person with a list of required duties on the Website and on Facebook. Letter of interest and references should be submitted to the Township by 12:00 noon on January 28<sup>th</sup>. Appointment will be at the Board of Supervisor's meeting that evening.

### Public Works Staffing

MOTION: Supervisor Witter moved to hire Randy Brenize as an assistant Road Master. Supervisor Cressler seconded the motion which passed unanimously.

### Windows 10 Upgrade – Computer Purchase

Maria Misner reported that the Township needs to update several computers to Windows 10 from Windows 7 for security reasons. There may be some upgrades requirements for some of the computers to make them compatible and one office computer cannot meet the minimum requirements.

MOTION: Supervisor Witter moved to take whatever action necessary to get the computers upgraded to Windows 10 for security purposes. Supervisor Cressler seconded the motion which passed unanimously.

## **SUBDIVISIONS**

### Barry Holtry Bill Dispute

Maria Misner stated that Barry Holtry's Martin & Martin bill has not been paid yet. Tim Cormany of Martin & Martin reviewed Mr. Holtry's bill and reduced it by one hour, but Mr Holtry still feels the bill was too high. Mr. Holtry said he may file an appeal according to the Second-Class Township Code. It has been several months and Mr. Holtry has not filed anything yet.

Solicitor Shultz replied that if it has been over 90 days since the bill adjustment, it is too late and he will need to pay the outstanding bill.

MOTION: Supervisor Cressler moved to send Barry Holtry a letter explaining the time to appeal has expired and an invoice to be paid. Supervisor Witter seconded the motion which passed unanimously.

## **REPORTS OF TOWNSHIP OFFICIALS AND AGENCIES**

White Church Bid Package – Solicitor Shultz reported that the draft bid package was prepared for the 17 acres on White Church Road.

Supervisor Cressler would like to include a professional document with specifications, sketch, pictures, and plot plan in the bid package for the February 11<sup>th</sup> bid deadline.

The bid package will be uploaded to the website, put on Facebook and be available in the office for any interested party.

### Cameras/Cell Phone Booster

Doug Shields reported that the cameras for Building 1 have been installed and are working. They still need to get them to Representative Kauffman's office. There is a firewall to hurdle.

The Cell Phone Booster is installed and working. It still needs to be tweaked for best reception.

### Thornwood/Orrstown Flashing Lights

The flashing lights at Thornwood and Orrstown are up and working.

### Community Thank You

Doug Shields thanked everyone who helped out with the barn fire at the new Township recreational land. It is very much appreciated.

### 36 Mount Rock Road

Doug Shields reported that the owner of 36 Mount Rock is in the hospital, so no activity will be happening at that location for a while.

Quarterly PEMA Training

Doug Shields stated that he has quarterly PEMA training on February 5<sup>th</sup> and 6<sup>th</sup>. Everything is free to attend.

**ACTION ON PAYING BILLS**

MOTION: Supervisor Witter moved to pay the general fund in the amount of \$58,264.39. Supervisor Brenize seconded the motion which passed unanimously.

The meeting was adjourned by Supervisor Witter at 8:48 a.m.

Respectfully Submitted

Maria Misner  
Recording Secretary