

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

8:00 a.m.

September 12th, 2023

**MEMBERS PRESENT**

Samuel Cressler – Chairman  
Randy Brenize – Vice Chairman  
Roger Hall

**OTHERS PRESENT**

Melissa Kelso Esq. – Township Solicitor  
Kathy Durf – Secretary/Treasurer  
Jamie White – Code Enforcement  
Maria Misner – Planning/Zoning/Recording Secretary

**VISITORS PRESENT**

**Chairman Cressler called the meeting of September 12<sup>th</sup>, to order at 8:00 a.m. and announced the meeting may be recorded.**

**PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**

**VISITOR REMARKS**

**APPROVAL OF MINUTES FOR THE REGULAR MEETING OF AUGUST 22<sup>nd</sup>.**

MOTION: Supervisor Hall moved to approve the minutes of August 22<sup>nd</sup> meeting as presented. Supervisor Brenize seconded the motion which passed unanimously.

**OLD BUSINESS**

Furnace Run Water/Sewer/Welcome Center Update

Maria stated that B&L inquired the previous Thursday about the status of the NPDES permit with DEP and there is still no update.

Supervisor Brenize stated there was a squatter at the park that has been taken care of.

**NEW BUSINESS**

Township Contact for Broadband Point of Contact

Supervisor Cressler stated he would like to serve on this committee with the intent of establishing consistent broadband service within the Township.

MOTION: Supervisor Brenize moved to appoint Supervisor Cressler to the Broadband Committee. Supervisor Hall seconded the motion which passed unanimously.

Resolution 23-007 Franklin Way Deed of Dedication

Maria Misner stated all of the components have been received for the Deed of Dedication for the Franklin Way. Solicitor Kelso has reviewed the Financial Security Agreement and is satisfied.

MOTION: Supervisor Cressler moved to approve Resolution 23-007 Deed of Dedication for Franklin Way. Supervisor Hall seconded the motion which passed unanimously.

Timeline for Re-Organization

- 1) Organizational Chart
- 2) Job Descriptions
- 3) Policies

Supervisor Cressler stated the time to prepare for the 2024 budget is approaching.

The supervisors are going to pursue hiring a full-time road crew employee. They will begin to interview in September.

Solicitor Kelso stated she has draft copies of the Job Descriptions completed. She needs to meet with the Supervisors to refine them.

**BONDING**

20-007 Matrix Lot A (Walmart) Bond Release

Tex Miller of Martin & Martin reviewed the release request for financial security for Matrix Shippensburg, Lot A and recommended complete release of the \$129,614.00.

MOTION: Supervisor Brenize moved to release the entire bond for Matrix Shippensburg, Lot A. Supervisor Hall seconded the motion which passed unanimously.

**SUBDIVISION AND LAND DEVELOPMENT**

There were no subdivision items.

**AGENDA AMENDED ITEMS**

There were no amended agenda items.

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

### **Solicitor Kelso**

Solicitor Kelso reported that in preparing the Franklin Way Deed of Dedication, she noticed the previous Deeds of Dedication for portions of Grove and Edison were not recorded. She has everything she needs to take care of the recording.

### **Planning/Zoning – Maria Misner**

No Report

### **Code Enforcement – Jamie White**

Cortland Circle - Jamie White reported that he sent a Notice of Violation for high grass on August 1<sup>st</sup>, and a second on September 5<sup>th</sup> to 335 Cortland Circle. They have an additional 10 days to comply.

The Supervisors replied to continue with the standard response of having the yard mowed and bill appropriately.

11098 Hurley – Jamie White reported that he sent a final letter to 11098 Hurley informing them the property would be mowed and they would receive a bill.

Supervisors Brenize and Hall said they would mow the grass later in the week.

98 Mount Rock – Owner still has not paid his invoice from the grass cutting at the end of July.

Solicitor Kelso replied that she has a municipal lien letter that can be sent.

### **Secretary/Treasurer - Kathy Durf**

No report.

## **ACTION ON PAYING BILLS**

MOTION: Supervisor Brenize moved to pay the general fund in the amount of \$78,436.72. Supervisor Hall seconded the motion which passed unanimously.

The meeting was adjourned by Supervisor Cressler at 8:26 a.m.

Respectfully Submitted

Maria Misner  
Planning/Zoning/Recording Secretary