

Minutes of the Antrim Township Supervisors
Regular Meeting

November 14, 2023

7:00 PM

The Antrim Township Board of Supervisors met Tuesday, November 14, 2023, at the Antrim Township office, located at 10655 Antrim Church Road, Greencastle, PA, 17225. The following board members were present: Chad Murray, Chairman; Fred Young, Vice Chairman; John Alleman and Rick Baer. The following were also in attendance: John Lisko, Solicitor; Chris Ardinger, Administrator/Roadmaster; Sylvia House, Zoning/Code Enforcement Officer; and Jennifer Becknell, Secretary/Treasurer. (*Pat Heraty was absent.*)

Murray called the meeting to order at 7:04 p.m.

A Young/Baer motion passed 4-0 to add agenda item 10-D, change order request for the Greenmount Road project that was just received and needs immediate action.

Murray announced that the meetings are recorded and will be available on the Township website.

Baer offered a word of prayer, followed by the Pledge of Allegiance to the Flag.

Murray called for Public Comment. There were none.

An Alleman/Baer motion passed 4-0 approving the minutes from the October 24, 2023, Regular meeting.

An Alleman/Baer motion passed 4-0 approving the minutes from the October 31, 2023, Budget Work Session meeting.

A Baer/Alleman motion passed 4-0 approving the payment of the bills on the Treasurer's reports dated November 14, 2023.

Visitor Jason Cotton of Environmental Septic Solutions LLC, Township SEO (Sewer Enforcement Officer), was present to give an update on his SEO services to the Township. Cotton apologized for being behind in mailing out the "septic tank pumping" postcards to residents. He explained that he created the database from scratch to ensure accuracy. The pumping deadline has been extended to June 2024 to account for his delay in sending the cards out. Cotton used the smartboard to show the Supervisors his postcard, explained the form the pumpers will use, and inquired about using GIS mapping to track the OLDS (On-lot Disposal System) Program and septic designs.

The Supervisors believe this is valuable information and would like to know how much time/money ESS would charge the Township before they make a decision on the additional GIS mapping feature.

A Young/Baer motion passed 4-0 granting a 180-day extension request for the two (2) following plans. The Antrim Township Planning Commission recommended granting both extensions.

- Heritage Estates West, Phase 2 & 3, Delanie Drive
- ACP (Antrim Commons Business Park) Lot 7R and Conservancy Lane, Molly Pitcher Hwy.

A Young/Alleman motion passed 4-0 accepting the withdrawal letter for the Gavin Strait, lot addition plan, Williamson Road, as it was determined that the conservation and open space lands cannot be subdivided off

from the Golf Course as it is required for the Greens of Greencastle Phases 6, 7, 8, 9 and 10 Conservation by Design subdivision. The Antrim Township Planning Commission accepted the withdrawal.

An Alleman/Young motion passed 4-0 authorizing the Chairman to sign the Conservation Easement Agreement for the Helen I. Shook Irrevocable Trust to Antrim Township Municipal Authority (ATMA), well lot subdivision, Shanks Church Road.

A Baer/Alleman motion passed 4-0 approving the final plan for Helen I Shook Irrevocable Trust to ATMA, well lot subdivision, Shanks Church Road.

A Young/Alleman motion passed 4-0 authorizing the Township Administrator to sign the Sewer Exemption Mailer for ACBP (Antrim Commons Business Park) Lot 7R and Conservancy Lane, Molly Pitcher Hwy. This development will add 2,600 gpd (gallons per day) to the ATMA sewer system.

A Young/Alleman motion passed 4-0 authorizing the Township Administrator to sign the Sewer Exemption Mailer for Chloe Court Partnership, Hykes Road. This duplex lot subdivision will add 1,600 gpd (gallons per day) to the ATMA sewer system.

An Alleman/Young motion passed 4-0 authorizing staff to send the RFPW-NBD (Request for Planning Waiver-Non Building Declaration) to DEP (Department of Environmental Protection) for Helen I. Shook Irrevocable Trust to ATMA. This is the subdivision of the well lot on the Shook property located off of Shanks Church Road. No sewer will be generated, and no construction is being proposed.

A Baer/Alleman motion passed 4-0 accepting the revised staging schedule for Molly Pitcher PRD. The Antrim Township Planning Commission recommended accepting the revised staging schedule.

Township Solicitor called for an Executive Session at the conclusion of the meeting.

The Roadmaster gave a brief update to include the following: the road crew has been busy with boom mowing, sign work, prepping pad for stone bins, assisting at the park as needed, getting trucks ready for winter, sign inventory and crack sealing; Evan still learning the shop duties, Joe passed his test and now has his CDL license; parking lots at the park and Township office have been completely line painted and crack sealed; one garage door removed from the salt shed; and there was an automobile accident that destroyed approximately 40 feet of guard rail on Rabbit Road North, which is being addressed.

The Administrator mentioned the following in relation to the Public Works and Parks departments: testing went well on Public Well No. 3 with quite a decent amount of flow; the 2023 budgeted new truck for the sewer department was delivered last week; the 2023 budgeted pavilions and benches were delivered for the park; met with Park Director and park staff to discuss ways the road department can assist with the upcoming access road project connecting the Community Park to the Martins Mill Bridge park.

An Alleman/Young motion passed 4-0 approving Workers' Compensation coverage for the Rescue Hose Fire Police during the Waynesboro Christmas Parade, set for Saturday, November 18, at 2:00 pm, should the Rescue Hose Fire Police choose to assist with this event.

A Young/Alleman motion passed 4-0 approving the 2024 Budget for the Franklin County Area Tax Bureau (FCATB), as they collect EIT and LST taxes for the Township.

A Young/Alleman motion passed 4-0 approving Jennifer Becknell to serve as the Representative for the Franklin County Area Tax Bureau and Crystal Mummert as the Alternate.

A Baer/Alleman motion passed 4-0 approving the change order from the contractor, Liberty Excavators, Inc., for the Greenmount Road Improvements project and authorizing the Chairman to sign the change order form. This change order is an increase of \$33,260.94 for winterization of Greenmount Road and temporary patch paving at pipe crossings and culvert.

Alleman asked if the Township barricades will be used at the Christmas Tree lighting ceremony this Friday and the Roadmaster responded that they would be delivered.

Young congratulated Supervisors Pat Heraty and John Alleman on their success at the polls and winning their re-election bids.

Young acknowledged that Quincy Township now has a full board with Nelson Egolf and Ed Wilson winning at the polls.

Murray thanked staff for working together to keep things together.

Murray called for Public Comment.

Robert Smith, 7498 Angle Road, reported a pothole on Pensinger Road that needs repaired.

Jason Cotton commented that there are cross-cuts on Leitersburg Road that are sinking and causing quite a jolt when tires hit the sunken spots.

A Baer/Alleman motion passed 4-0 to adjourn the Regular Meeting at 7:52 p.m. and enter the Executive Session.

A Young/Baer motion passed 4-0 to adjourn the Executive Session at 8:15 p.m. and enter back into the Regular Session.

Murray stated that during the Executive Session personnel and legal matters were discussed with no decisions to announce.

A Young/Baer motion passed 4-0 to adjourn the Regular Meeting at 8:16 p.m.

Respectfully submitted,

Jennifer Becknell
Board of Supervisors Secretary