

Highland Township Board of Supervisors
March 10, 2026
Meeting Minutes

The Highland township Board of Supervisors (BOS) met on this date at 7:30 p.m. as publicly advertised, at the Highland Township Municipal Building, 3641 Fairfield Road, Gettysburg, PA 17325.

PRESENT

Supervisors: Jason Sitt, Chair (JS), Cody Young, Road Master (CY), William Baldwin (BB)
Others: Robin Keller, Secretary, Kyle McDannell (KM)

CALL TO ORDER

JS called March 10, 2026, meeting to order at 7:31 p.m.

PUBLIC COMMENT

None

POLICE, FIRE AND RESCUE

February reports were reviewed for the following: Liberty Township Police, PA State Police, Cashtown Fire Dept, Fairfield Fire Dept, Gettysburg Fire Dept and AREMS.

APPROVAL OF MINUTES

JS motioned to approve February 10, 2026, as written. Second, by CY. Motion was unanimously approved.

APPROVAL OF TREASURERS REPORT

CY motioned to approve February 2026 treasurers report as presented. Second by BB. Motion was unanimously approved.

JS motioned to reinvest term policy that matured on March 6th to 240-day term policy at 3.75%. Second by BB. The motion was unanimously approved.

ROAD MASTER REPORT

CY reported that Liquid Fuels was received on March 2nd and deposited in the PLGIT account. The amount received was \$65,609.31.

BUILDING PERMIT

January and February reports from PMCA were reviewed.

ZONING AND LAND USE

February KPI report was reviewed.

Property Improvement Certificates were reviewed.

UNFINISHED BUSINESS

Park's/Patriot collection/disposal and recycling contract was signed for 3-year agreement April 1, 2026, to March 31, 2029, with extend contract for another year ending March 31, 2030.

NEW BUSINESS

JS motioned to sign Resolution 2026-002 for disposal of 2016 & 2017 records in accordance with Municipal Records Manual approved December 16, 2028 (amended March 28, 2019). Second by BB. The motion was unanimously approved, and Resolution 2026-002 was signed by all supervisors.

KM represented the Planning Commission on recommending the BOS appoint an alternate member to the Planning Commission. JS motioned to approve the Planning Commission recommendation. Second by CY. The motion was unanimously approved.

JS motioned to sign Resolution 2026-003 to appoint an alternate member to the Planning Commission. Second by CY. The motion was unanimously approved, and Resolution 2026-003 was signed by all supervisors.

KM stated the Planning Commission would like the BOS to appoint Cory Duffy as the alternate member. CY motioned to appoint Cory Duffy as alternate member of Planning Commission. Seconded by JS. Motion was unanimously approved.

BB presented his resignation effective March 15, 2026, as he will be moving out of Highland Township. JS motion to accept resignation with effective date as March 15, 2026. Second by CY. Motion passed. BB abstained from voting.

CY motioned to appoint KM to fulfill BB remaining term ending 12-31-2027. Second by JS. Motion was unanimously approved.

ADJOURNMENT

JS motioned to adjourn meeting at 8:58 p.m. Second by CY. Motion was unanimously approved.

Next meeting is April 14, 2026, at 7:30 p.m.

Submitted by

Robin Keller, Secretary/Treasurer

