

**Hamiltonban Township Board of Supervisors**  
23 Carrolls Tract Road, Fairfield, PA 17320  
Regular Board of Supervisors Meeting Minutes  
October 6, 2009

**Supervisors Present:** Chairman Robert L. Gordon, Vice-chairman James Grinder, Police Coordinator Coleen N. Reamer, Supervisor Dale J. Premo and Supervisor Harry Rood.

**Staff Present:** Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John Harbaugh, Jr., EMA Deputy Coordinator Larry Schneider, EMA Coordinator Donald Wills, Jr., and Police Officer Juanita Larmer.

**Planning Commission Members Present:** Chairman Pamela Wiehagen.

**Public Present:** Rick Fulton (Gettysburg Times), Randy Inskip (arrived at 8:00PM).

At 7:30 PM Chairman Gordon called the meeting to order. The Pledge of Allegiance was recited.

Chairman Gordon stated for the record that there was an executive session at the conclusion of the September 24, 2009 workshop regarding personnel issues and an executive session just prior to this meeting regarding legal issues.

**Approval of the Agenda:** The Board of Supervisors unanimously approved the Agenda.

**Approval of the Minutes:** Police Coordinator Reamer motioned to approve the September 1, 2009 Board of Supervisors meeting minutes and the September 24, 2009 Board of Supervisors workshop meeting minutes, Supervisor Premo seconded. The motion carried.

**Public Comment:** EMA Deputy Coordinator Schneider wanted to thank everyone for the "Get Well" card he received from the Township.

**New Business:** There were no bids received for the second joint bid with the Borough of Carroll Valley for 87 octane gasoline. At this time the Township does not have any contract for 87 octane gasoline and will have to further discuss options with gasoline companies.

Alpha-Space was awarded the joint bid with the Borough of Carroll Valley for road line painting back in March 2009. Roadmaster Harbaugh had called around to other vendors regarding line painting and Alpha-Space still had the best price for the line painting. Supervisor Premo motioned to start working on the line painting project, Supervisor Rood seconded. The motion carried.

Supervisor Rood motioned to award the bid for the pumping of Lagoon #1 at the sewer plant to Kline's, Vice-chairman Grinder seconded. The motion carried. Kline's was the only company that responded with a definitive price.

Police Coordinator Reamer motioned to table the advertising of the sign ordinance and set a workshop date to review the zoning ordinance. Supervisor Premo seconded. The motion carried. The Township will save money advertising the sign ordinance with additional zoning ordinance amendments.

Police Coordinator Reamer motioned to send "Request for Proposal" letters to engineering firms in the Gettysburg and Waynesboro area, including our current engineering firm Martin and Martin Co., Inc. Supervisor Rood seconded. The motion carried. The Township has worked with the same engineer for twenty plus years.

Supervisor Premo motioned to approve Resolution 2009-19, Holiday Policy, Vice-chairman Grinder seconded. The motion carried. The adoption of Resolution 2009-19 eliminates Good Friday and the two Election Day holidays, and adds President's Day, Columbus Day and Veterans Day. This resolution conforms to Federal policy.

Supervisor Premo motioned to approve the percentage of funds distributed to the area volunteer fire companies. Supervisor Rood seconded. The motion carried. The decision was made to contribute 42.5% to Fairfield and Fountaindale Volunteer Firefighters' Relief Associations, 10% to South Mountain Volunteer Firefighters' Relief Association, and 5% to Cashtown Volunteer Firefighters' Relief Association.

An approved driveway permit was issued to Harry Rood.

It was announced that Halloween will be celebrated on Saturday, October 31, 2009.

There was a discussion on who should attend the "Journey of a Township Supervisor" PSATS seminar on November 14, 2009 at a cost of \$90. A decision will be made at the November Board of Supervisors meeting.

There was a discussion on who should attend the "Managing Winter Road and Street Operation" PSATS seminar on November 4, 2009 at no cost to the Township.

**Solicitor Battersby's Report:** Solicitor Battersby submitted his report at the meeting. He discussed the encroachment easement between Jemez, LLC and Hamiltonban Township. Supervisor Premo motioned to approve the Deed of Easement. Supervisor Rood seconded. The motion carried. Solicitor Battersby also gave a status report on Knouse Foods. The tax appeal is moving forward, Knouse Foods is working out a compromise with Adams County and the Fairfield Area School District. He also stated that it is public knowledge that Empire Homes is having a foreclosure sale. The motion carried. Solicitor Battersby left at 8:05 PM.

**Planning Commission Report:** Planning Commission Chairman Wiehagen stated that the Planning Commission is still reviewing the Growing Greener Conservation by Design Ordinance. Chairman Gordon added that another 90 day extension for the Township Campus Plan is needed. Police Coordinator Reamer motioned to request the 90 day extension for the Township Campus Plan directed to the Planning Commission. Supervisor Premo seconded. The motion carried.

**Zoning Officer's Report:** Mr. Wilbur Slothour submitted his formal report prior to the meeting. Police Coordinator Reamer motioned to approve the report. Supervisor Rood seconded. The motion carried.

**Code Enforcement Officer's Report:** Mr. Dale Gettel submitted his formal report prior to the meeting. Police Coordinator Reamer motioned to approve the report. Supervisor Premo seconded. The motion carried.

**Road Report:** Roadmaster Harbaugh submitted his formal report at the meeting. He verbally added that the police cruisers have their original radios back in the vehicles and so far everything is working fine. Roadmaster Harbaugh made a request to purchase new tires for the Bobcat, spray heads and delineators for the cross pipes. The Board agreed to purchase the tires and spray heads but, to hold off on the delineators for the time being. There was also a discussion of replacing the "No Parking" signs on Beechwood Street to "No Parking, Stopping and Standing". Supervisor Rood motioned to approve the Roadmaster's Report. Vice-chairman Grinder seconded. The motion carried.

**Sewer Report:** Roadmaster Harbaugh submitted his formal report at the meeting. Roadmaster Harbaugh checked with Met-Ed and they do not conduct energy audits. Roadmaster Harbaugh received an estimate from Williams Service Co. for two infrared electric heaters, thermostats, breakers and wiring for the sewer plant. Police Coordinator Reamer motioned to approve the work proposal from Williams Service Co. Supervisor Rood seconded. The motion carried. Police Coordinator Reamer is in the process of establishing a Township EOP Plan and SOP Plan as recommended through the Township's annual DEP audit. It was decided that Roadmaster Harbaugh and Road Crew employee James Shaffer will attend the Confined Space Training in Dauphin County at a cost of \$220.00 to the Township. Roadmaster Harbaugh also added that Knouse Foods has a key to the sewer gate and a new chlorine pump was ordered. Supervisor Rood motioned to approve the Sewer Report. Supervisor Premo seconded. The motion carried.

**Treasurer's Report and Formal Approval of all Expenditures for the Month:** Secretary/Treasurer Feiler submitted her formal report prior to the meeting along with the September 2009 Check Detail report. Chairman Gordon motioned to approve all expenditures for the month of September. Supervisor Rood seconded. The motion carried. Chairman Gordon motioned to approve the 2010 contribution and 2009 contribution to the Pension Fund. Police Coordinator Reamer seconded. The motion carried. Police Coordinator Reamer explained why the Township was contributing to the years 2009 and 2010. A budget workshop was scheduled for Thursday, October 15, 2009. Police Coordinator Reamer motioned to transfer funds from PLGIT General Fund account to the Capital Reserve Fund account. Chairman Gordon seconded. The motion carried. A discussion developed regarding the "shared driveway" project with the Township and Liberty Worship Center. Police Coordinator Reamer motioned to approve the Treasurer's Report. Vice-chairman Grinder seconded. The motion carried. Financials are available upon request.

**Secretary's Report:** Secretary/Treasurer Feiler submitted her formal report prior to the meeting. The report mentioned that the office Christmas dinner is scheduled for Thursday, December 10,

2009 at 6:00 PM. Secretary/Treasurer Feiler also wanted to let the Board know that the office printer is no longer functional as a part broke and ink is leaking. She is using the spare printer for the time being and a new printer may be needed in the future. Chairman Gordon stated that Secretary/Treasurer Feiler completed her 90 day probationary period satisfactory and will receive a pay increase. Police Coordinator Reamer motioned to approve the Secretary's Report. Supervisor Premo seconded. The motion carried.

**Police Report:** Officer Larmer presented her formal report at the meeting. She had 62 complaints or service calls, 2 total arrests and 4 investigations. She traveled 1,272 miles and used 104.50 gallons of fuel. Police Coordinator Reamer motioned to approve the Police Report. Supervisor Premo seconded. The motion carried.

**EMA Report:** EMA Coordinator Wills submitted his formal report at the meeting. He thanked the Township for the "Get Well" card he received. Police Coordinator Reamer motioned to approve the EMA Report. Supervisor Premo seconded. The motion carried.

**Township Meeting Dates:** All public meetings are held at the prevailing time of 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA. Rescheduled changes of date or time will be advertised via The Gettysburg Times. Cancellations will be via a notice on the office door.

- Recreation and Parks Commission meeting is scheduled for October 14, 2009.
- Planning Commission meeting is scheduled for October 27, 2009.
- Board of Supervisors Workshop meeting is scheduled for October 29, 2009.
- Board of Supervisors meeting is scheduled for November 4, 2009.
- Hamiltonban Township Municipal Authority meeting is scheduled for October 14, 2009.

**Special Notices:**

- There will be a Cell Phone Consortium meeting October 21, 2009.

**Adjournment:** At 9:40 PM Supervisor Premo motioned to adjourn the meeting, Supervisor Rood seconded. The Board unanimously approved this motion.

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Deborah K. Feiler  
Secretary/Treasurer

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Robert L. Gordon  
Chairman