

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

September 6, 2011

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public to the meeting. The Pledge of Allegiance was recited. He announced that the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Supervisors Present: Robert L. Gordon, Coleen N. Reamer, James E. Grinder, Harry Rood and Douglas Woerner.

Staff: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., EMA Coordinator Donald Wills, EMA Deputy Coordinator Herbert Milligan and Police Officer Juanita K. Larmer.

Commission Members Present: Doreen Premo.

Public: Brenda Englerth of CenturyLink, and Chief Dave Martin of the Fountaindale Volunteer Fire Department who arrived at 8:30 PM.

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

Approval of the Minutes: Supervisor Rood motioned to approve the August 2, 2011 Board of Supervisors Meeting Minutes and the August 25, 2011 Board of Supervisors Workshop Minutes. Supervisor Woerner seconded. The motion carried unanimously. Chairman Gordon noted that an Executive Session was held after the August 25th workshop to discuss a personnel matter.

Public Comment: Ms. Englerth asked the Board to sign a Communication Systems Easement so that CenturyLink can attach two anchors to existing poles on Township property located on Lightning Trail. Solicitor Battersby reviewed the easement. Vice-chairman Reamer motioned to have Chairman Gordon sign the Communication System Easement. Supervisor Rood seconded. The motion carried unanimously. Chairman Gordon signed the easement as the grantor. Ms. Englerth left the meeting at 7:10 PM.

Chairman Gordon went over the August 2011 fire department reports that were submitted from Cashtown Community Fire Department and the Fountaindale Volunteer Fire Department.

Chairman Gordon stated that the Adams County Council of Governments is working on a survey to gather pertinent information from municipalities with regard to the fire companies. A survey will also be going out to the area fire companies. Once the information is gathered an independent study will be conducted to see if there is a better way to manage emergency services within the county.

Solicitor's Report: Chairman Gordon mentioned to Solicitor Battersby that there was a request from a citizens group asking the Board to join their group in a legal action aimed at preventing the land swap between the Department of Conservation and Natural Resources (DCNR) and ISP Minerals (ISP). This group understands that the Township can not afford to fund a legal challenge and are not asking for money. Chairman Gordon motioned to decline the request from the citizens group and not support the legal action. Vice-chairman Reamer seconded. The motion carried unanimously. Solicitor Battersby gave his reasons for advising the Board to decline the request.

Solicitor Battersby continued on with his formal report. He stated that he received contact from an engineering firm in State College who is doing a feasibility study on the now defunct Empire Homes Development.

Solicitor Battersby mentioned that Attorney Phillips has added language to the Intergovernmental Cooperation Agreement between Franklin and Hamiltonban Townships. The Board read the edited agreement. Supervisor Woerner motioned to approve Resolution 2011-18; A Resolution Adopting an Intergovernmental Cooperation Agreement and the attached draft agreement. Supervisor Rood seconded. The motion carried unanimously. This agreement will allow the two Townships to work together in the future planning of their respective sewer systems.

Solicitor Battersby warned the Board that there are more and more civil rights cases aimed at local police departments. He recommended the Board review the police liability policy to make sure there is adequate insurance. Supervisor Rood motioned to accept the Solicitor's Report. Supervisor Woerner seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:45 PM.

Road Report: Roadmaster Harbaugh submitted his formal report prior to the meeting. The Board congratulated Roadmaster Harbaugh as he is the first Township employee to complete the requirements for the Road Scholar certification from PennDots's Local Technical Assistance Program (LTAP). The LTAP program trains municipal employees in the latest maintenance, safety techniques and processes with regard to road systems. To complete the program, individuals must attend ten workshops and pass exams. Roadmaster Harbaugh thanked the Board for encouraging him to go through the program. Supervisor Rood motioned to accept the Road Report. Supervisor Grinder seconded. The motion carried unanimously.

Sewer Report: Roadmaster Harbaugh submitted his formal sewer report prior to the meeting. He added that he put a call in to NazzTech Services, LLC to schedule the filming of the sewer lines. Vice-chairman Reamer motioned to accept the Sewer Report. Supervisor Woerner seconded. The motion carried unanimously.

EMA Report: EMA Coordinator Wills submitted his formal report at the meeting. Mr. Wills and Mr. Milligan will be attending Emergency Management Coordinator (EMC) training on Sept 17th, the two classes that they will be attending are entitled Duties and Responsibilities of an EMC and Work Environment of the EMC. Vice-chairman Reamer will be attending the Elected Officials Seminar on September 14th. All of these classes are being put on by the Adams County Department of Emergency Services. Chairman Gordon mentioned that the Pennsylvania State Association of Township Supervisors is looking to start an EMA organization. Supervisor Woerner motioned to accept the EMA Report. Supervisor Grinder seconded. The motion carried unanimously.

Planning Commission Report: Secretary Premo submitted her formal report prior to the meeting. Mr. Bob Sharrah attended the August Planning Commission meeting. He provided a proposal to address the stormwater management problems for the Iron Springs Plaza Subdivision and Land Development Preliminary Plan. The Fairfield Municipal Authority has received approval from the Department of Environmental Protection (DEP) to release wastewater capacity for the entire Iron Springs Plaza project. Vice-chairman Reamer motioned to approve the allotment of the additional EDU's to the Iron Springs Plaza Project which amounts to 2,349 gallons per day and to allow Robert Feister of DEP to amend the previously submitted sewer module. Supervisor Woerner seconded. The motion carried unanimously.

Secretary Premo asked the Board a question about adding language to the Subdivision and Land Development Ordinances for a property easement in cul-de-sacs as a provision for snow removal

storage. A discussion followed. Supervisor Rood motioned to accept the Planning Commission report. Supervisor Woerner seconded. The motion carried unanimously.

Recreation and Parks Commission (RPC) Report: Secretary Premo submitted her formal report at the meeting. Secretary Premo stated that the grant application that was submitted to the South Mountain Partnership was turned down. Secretary Premo and Vice-chairman Reamer will be meeting with a representative from the South Mountain Partnership and from DCNR to talk about developing a stronger grant request for the Hamiltonban Township Educational Path Project. Vice-chairman Reamer motioned to accept the RPC report. Supervisor Rood seconded. The motion carried unanimously.

Tax Collection Committee (TCC) Report: Voting Delegate Premo submitted her formal report at the meeting. The Board discussed the York Adams Tax Bureau's Articles of Agreement, their proposed By-laws and the Model Ordinance for Act 32. They directed Voting Delegate Premo to vote no if a vote on the documents comes up at the September TCC meeting as many questions are still unanswered.

Voting Delegate Premo submitted her resignation from the TCC effective after the October 5, 2011 TCC meeting. Chairman Gordon motioned to accept with regret Mrs. Premo's resignation. Supervisor Rood seconded. The motion carried unanimously. The Board thanked Mrs. Premo for her service. Supervisor Woerner motioned to accept the TCC report. Supervisor Rood seconded. The motion carried unanimously.

New Business: Vice-chairman Reamer motioned to approve Resolution 2011-16; A Resolution Authorizing the Appropriate Township Officials to Sign and Attest the Automated Red Light Enforcement Fund Program Application. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Woerner motioned to approve Resolution 2011-17; A Resolution Regarding Workers Compensation Reimbursement. Supervisor Rood seconded. The motion carried unanimously. This resolution enters Hamiltonban Township, Liberty Township and the Borough of Carroll Valley into an agreement to share in the cost of Fountaindale Volunteer Fire Departments workers compensation payment.

Vice-chairman Reamer motioned to accept with regret Richard Sharrah's resignation from the Municipal Sewer Authority. Supervisor Rood seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to accept the quotes for the ADA complaint office restroom. Supervisor Woerner seconded. The motion carried unanimously. The quotes together totaled \$3,995.

Zoning Officer's Report: No report was submitted.

Code Enforcement Officer's Report: Mr. William Gardiner submitted his formal report prior to the meeting. The Board reviewed and discussed his report. Vice-chairman Reamer motioned to accept the Code Enforcement Officer's Report. Supervisor Rood seconded. The motion carried unanimously.

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 August 2011 Check Detail report. The Board reviewed the August financial statements. Supervisor Woerner motioned to approve all expenditures for the month of August and to accept the Treasurer's Report. Supervisor Grinder seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report prior to the meeting. The Board reviewed the report. Vice-chairman Reamer motioned to accept the Secretary's Report. Supervisor Woerner seconded. The motion carried unanimously.

Police Report: Officer Larmer submitted her formal report prior to the meeting. She stated that for the month of August 2011 there were 53 complaints or service calls, 16 arrest and 8 investigations. She traveled 987 miles and used 102.9 gallons of fuel. Vice-chairman Reamer motioned to accept the Police Report. Supervisor Woerner seconded. The motion carried unanimously.

Old Business: Chairman Gordon received word from C.S. Davidson, Inc. that the existing fuel tanks can not be moved from the current maintenance facility to the new facility because they are too old and do not meet the current requirements. Supervisor Rood motioned to run the electric to the future fueling station as designed on the plans. Vice-chairman Reamer seconded. The motion carried unanimously.

Vice-chairman Reamer asked the Board their thoughts on contacting our contact person for the Redevelopment Assistance Capital Program (RACP) and asking him if the RACP application approvals are complete so that we at least know where we stand with our application. It was decided to have Secretary/Treasurer Feiler make that contact.

Supervisor Rood commented on his review of the recently reviewed document discussing the Sunshine Act. The Pennsylvania Sunshine Act legislates the methods by which public meetings are conducted. A discussion followed.

Chairman Gordon informed the Board on the tax exempt status for the property at 4020 Bullfrog Road. A discussion followed.

Township Meeting Dates: All public meetings are held at the local prevailing time of 7:00 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 – September 14, 2011.
- Planning Commission – September 27, 2011.
- Board of Supervisors Workshop – September 29, 2011.
- Board of Supervisors – October 4, 2011.

Special Notices: None.

Public Comment: Chief Martin stated his concern with the intersection at Harbaugh Valley Road and Waynesboro Pike. If a vehicle is making a left hand turn your vision is blocked by overgrown trees. Secretary/Treasurer Feiler will file a complaint with PennDot.

Adjournment: At 9:30 PM Supervisor Woerner motioned to adjourn the meeting. Chairman Gordon seconded. The motion carried unanimously.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman