

## Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

November 15, 2022

**Board Meeting:** At 7:00 PM Chairman Deardorff called the Board of Supervisors meeting to order. He announced the meeting was being recorded only for purpose of minutes. The pledge of allegiance was recited.

**Supervisors Present:** J. Edward Deardorff, Robert Gordon, David Martin, Douglas Woerner and Coleen Reamer.

**Staff/Consultants:** Secretary/Treasurer Nina Garretson and Solicitor Matthew Battersby.

**Public:** Keith and Dawn Bigham, and George "Butch" Harbaugh.

**Approval of the Agenda:** Vice-Chairman Woerner motioned to approve amended agenda to include 8.d. Cyber and Crime policies and 8.e. Willow Playworks. Supervisor Gordon seconded. The motion carried unanimously.

**Public Comment:** Keith Bigham, 65 Sour Mash Trail asked the what the current status of 45 Sloe Gin Trail. George Harbaugh stated the body was removed on Monday. Solicitor stated the Township said that with the body was removed, the property owner came into compliance with the Zoning Officer's violation. Keith asked the status of the amendments to further regulate. Chairman Deardorff said the process is starting but it will take months to complete changes to current Ordinance. Solicitor Battersby stated the property owner still has a right to appeal and complete an application for Zoning Hearing Board. Supervisor Gordon said the Zoning Officer did a follow up letter regarding signs on the property. Keith and Dawn Bigham left the meeting at 7:15 PM.

George Harbaugh said that logging is planned at Camp Eder and that a driveway permit application is needed. He asked if the Township could help with traffic for installation. Board said no, but he may borrow signs from Road Department. Board said fees must be paid and provide bond required to cover any damage that may occur to the township's road. Supervisor Reamer said an E&S plan may be needed for Adams County Conservation District. Mr. Harbaugh left the meeting at 7:15 PM.

**Approval of the Minutes:** Supervisor Gordon motioned to approve the November 1, 2022 Board of Supervisors Budget Workshop and Regular Meeting minutes. Supervisor Martin seconded. The motion carried unanimously.

**Solicitor's Report:** Solicitor Battersby shared correspondence from Sentry Select Insurance carrier for My Way Transportation Inc, who damaged Old Waynesboro Road. They offered to settle immediately for 15% less than the cost of repair, which Solicitor declined. Unless check is by the end of the month, Supervisor Gordon motioned to approve Solicitor Battersby to file with the District Magistrate and authorized Secretary/Treasurer Garretson to issue check for filing fee. Vice-Chairman Woerner seconded. The motion carried unanimously. Solicitor left the meeting at 7:28 PM.

**Road Report:** Roadmaster Herr excused. Secretary Garretson said Roadmaster Herr said shop heaters fixed. He reported to her a bad pipe on Knox Road and is working with Deb Musselman to possibly get a grant to fix. He reported mower delivery February or March.

Vice-Chairman Woerner motioned to approve Roadmaster report. Supervisor Reamer seconded. The motion carried unanimously.

**Secretary/Treasurer's Report:** Secretary Garretson provided P&L financial reports to the Board prior to the meeting. She stated as of November 15, 2022 the General Fund shows income of \$1,076,565.33, expenses of \$795,414.36, and net after transfers \$168,346.19. She reported certifying the Act 205 reports prepared by PMRS with DCED.

Supervisor Gordon motioned to approve CPA for 2022 audit and to advertise. Vice-Chairman Woerner seconded. The motion carried unanimously.

Discussion of Treasurer's Bond. Chairman Deardorff motioned to increase Treasurer's Bond to \$1.6 million at an additional cost of \$665. Vice-Chairman Woerner seconded. The motioned carried unanimously.

Vice-Chairman Woerner motioned to approve 1,500 envelope order for approximately \$1035.00 and toner order for approximately \$270.00. Supervisor Gordon seconded. The motioned carried unanimously.

Vice-Chairman Woerner motioned to approve Secretary/Treasurer's report. Supervisor Martin seconded. The motion carried unanimously.

**Old/New Business:** Vice-Chairman Woerner motioned to approve letter of support for Land Conservancy of Adams County to pursue grants to purchase conservation easements for two properties adjacent to Michaux State Forest, one on Wilderness and one on Saddle View Lane. Supervisor Gordon seconded. The motion carried unanimously.

Secretary Garretson said she has contacted PWI regarding the service contract with the Phoenix software for the fuel station. She obtained the application from Phoenix and forwarded it to PWI but as yet they have not responded. She wants the Board to be aware that the Phoenix SQL Lite software will not work when the computer system gets upgraded in about another year.

Secretary Garretson reported that one of the park cameras has been down. Board instructed have Roadmaster Herr to try to reset, and if unable, to call Total Tech for service.

Secretary Garretson presented renewal of cyber insurance and crime insurance policies to the Board. Supervisor Gordon motioned to approve renewal of cyber insurance at a cost of \$2,446.00 and crime policy of \$591. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer explained the invoice for Willow Playworks is partial payment for installation of pergola (total \$11,300), which pergola will be purchased for George Ely Associates (GEEA) for \$35,462. Supervisor Gordon motioned to approve payment of \$5,650. for Willow Playworks, and if any prepayment is needed for GEA okay to prepay. Supervisor Reamer seconded. The motion carried unanimously.

**Discussion items:** Chairman Deardorff noted the census showed a 72-person loss for the Township. He asked that a Christmas dinner (paid by individuals) and pot luck luncheon to be arranged.

**Special Notices:** None

**Public Comment:** None

**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 posted via a notice on the office door.

- Planning Commission - November 22, 2022
- Board of Supervisors Budget Workshop – December 6, 2022 at 6:00 pm
- Board of Supervisors Meeting – December 6, 2022
- Parks and Recreation Commission – December 13, 2022

**Adjournment:** Supervisor Reamer motioned to adjourn at 7:40 PM. Seconded by Supervisor Gordon. The motion carried unanimously.

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Nina Garretson  
Secretary/Treasurer

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J. Edward Deardorff  
Chairman