

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

August 2, 2022

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

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

Staff/Consultants: Solicitor Matthew Battersby, Secretary/Treasurer Nina Garretson and Roadmaster Ray Herr.

Public: Jason Wolfe of C.S. Davidson; Bob Sharrah of Sharrah Design Group, and Pam Wiehagen, Tax Collector.

Approval of the Agenda: Chairman Deardorff motioned to add 8.b. Thomas quote-air conditioner and 10.e. Zoning Amendments for Shooting Range, RV & Tent Hosting, Small Wireless. Supervisor Reamer seconded. The motion carried unanimously. Chairman Deardorff motioned to approve amended agenda. Vice-Chairman Woerner seconded. The motion carried unanimously.

Public Comment: None.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the July 19, 2022 Board of Supervisors Meeting minutes. Supervisor Reamer seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby said Supervisor Reamer contacted regarding upcoming contracts and agreements to be reviewed for the Hamiltonban Community Park for the next stage of improvements. The engineer will have to provide further information.

Board briefly discussed 4209 Fairfield Road complaint about dogs running at large. Solicitor Battersby stated Code Officer should not handle. He will contact the Adams County Dog Warden for follow-up as this is under state law.

Vice-Chairman Woerner motioned to approve the Solicitors report. Supervisor Gordon seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:09 PM.

Road Report: Roadmaster Herr's report was received by the Board in the Board packets prior to the meeting.

Supervisor Gordon motioned to approve roller rental for one month at a cost of \$1,750.00. Vice-Chairman Woerner seconded. The motion carried unanimously.

Roadmaster Herr said line painting to begin this week weather permitting.

Roadmaster Herr said pipe work is done on Moritz Road, and they will continue widening. Board consensus three mailboxes which had to be moved, the Township is to supply new posts.

Roadmaster Herr provided Supervisors with documents and additional surcharge for the upfit of the new truck for 2023 of \$3,100.00 from Stephenson Equipment. Board requested the Roadmaster investigate if further increases are anticipated. Vice-Chairman Woerner motioned to approve the increase and authorize Chairman Deardorff to sign paperwork. Supervisor Gordon seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve the Roadmasters Report. Supervisor Reamer seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in the packets for all accounts for July. She said the General Fund shows income of \$744,140.00, expenses of \$536,084.10 and net after transfers \$225,209.30. Supervisor Gordon motioned to approve her report and pay all expenditures for the month. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in their packets, along with August and September calendars. She reported pulling videos from cameras at the request of PA State police for a robbery which happened the day prior in the township. She noted with Roadmaster a camera at the park needs reset.

Discussion of District IV septic pumping and inspection report of those in non-compliance. Board instructed to have secretary prepare letter from Solicitor.

Secretary Garretson provided quote from Thomas Inc for replacement of air conditioner in meeting room. Board agreed to consider as part of budget discussions.

Vice-Chairman Woerner motioned to accept the Secretary's Report. Supervisor Reamer seconded. The motion carried unanimously.

Old/New Business: Secretary Garretson stated Constable Beans delivered the violation letters to 401 Mt. Hope Road but it took two weeks and multiple visits. Board consensus to give two weeks to come into compliance after which Code Officer should cite.

Planning Commission Report: Bob Sharrah of Sharrah Design Group stated the property owner of 1765 Mt. Hope Road – Michael & Shirley Sites, originally had 3 lots with shared driveway, and due to discussions with Planning Commission reduced to 2 lots. He asked to Board to consider a waiver on panhandle requirement. Supervisor Gordon said he would abstain from any vote on the project as he is related. After further discussion, Board stated they need to consider the Planning & Zoning Commissions recommendations. Supervisor Gordon motioned to have them rework the plan. Vice-Chairman Woerner seconded. The motion carried unanimously. Chairman Deardorff motioned to approve a 60-day extension for 1765 Mt. Hope Road – Michael & Shirley Sites subdivision plans. Supervisor Reamer seconded. The motion carried unanimously. Bob Sharrah left the meeting.

Chairman Deardorff motion to approve the Planning Waiver & Non-Building Declaration for Whippoorwill Lane (Deer Tract) Parcel 18B13-0003AA-000 – Douglas & David Kump, as recommended by the Planning & Zoning Commission. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve the subdivision plans with conditions, as recommended by the Planning & Zoning Commission for Whippoorwill Lane (Deer Tract) Parcel 18B13-0003AA-000 – Douglas & David Kump, including a combination deed for the now one parcel be prepared for Hamiltonban Solicitors review. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Gordon motioned to conditional approval of 225 Swamp Creek Lane – Petrus Holdings – field change plans, as recommended by the Planning & Zoning Commission, and Wm F. Hill letter of July 22, 2022. Vice-Chairman Woerner seconded. The motion carried unanimously. Jason Wolfe left the meeting at 8:02 PM.

Supervisor Reamer motioned to send the Draft Zoning Ordinance amendments for Broadband, RV and Tent Hosting and Shooting Range back to the small zoning group committee to add RV and Tent Hosting on vacant properties.

Zoning Officer's Report and Code Enforcement Officer's Report: Supervisor Gordon said Zoning Officer report showed six zoning inquiries and issued five permits. No report Code Officer as he is on vacation. Vice-Chairman Woerner motioned to approve the Zoning Officer and Code Officer reports. Supervisor Reamer seconded. The motion carried unanimously.

Joint Parks and Recreation Commission Report: Supervisor Reamer reminded of picnic to be held at on August 21st before Music in the Park event. She said they are working on stage 3, but missed timeline for paving, and will bid next year. She said KPN/Clark documents and contracts to be finalized with Engineer and reviewed by Solicitor.

FEMA Report: none.

Fire Company Reports: Supervisor Gordon reported Cashtown Fire Company submitted second quarter budget report; Fairfield Fire Company June report had 19 called with 2 in Township; and South Mountain Fire Company sent a list of fundraising events.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon said July meeting was cancelled. He said ACATO held successful flagger training and is to hold secretaries' luncheon in September, and fall conference.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Gordon said the minutes of the YATB meeting showed the numbers are up and encouraging. No discussion of ACTCC.

Pennsylvania State Police Report. Secretary Garretson said July report just received and posted on website.

Special Notices: None.

Public Comment: Pam Wiehagen, 15 Carrolls Tract Road asked why there is an advertising trailer next to her property. She felt it should not be allowed and should be remove. Board said they will check with the Zoning Officer and Solicitor to see what can be done. Tabled until next meeting.

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.

- Parks and Recreation Commission – August 9, 2022
- Board of Supervisors Meeting – August 16, 2022
- Planning Commission – August 23, 2022

Adjournment: Supervisor Reamer motioned to adjourn at 8:26 PM. Seconded by Supervisor Martin. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman