

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

August 15, 2023

Executive Session: 6:45 PM to discuss personnel matters. Adjourned at 6:50 PM.

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, Douglas Woerner and Coleen Reamer. Ryan Picarelli excused.

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

Public: none.

Approval of the Agenda: Vice-Chairman Woerner motioned to approve the agenda. Supervisor Reamer seconded. The motion carried unanimously.

Public Comment: None.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the August 1, 2023 Board of Supervisors Meeting minutes, and August 1, 2023 Hearings for Driveway and Zoning Ordinance Amendments. Supervisor Reamer seconded. The motion carried unanimously.

Solicitor's Report: The Joint Ordinance of Hamiltonban Towns and Liberty Township memorializing boundary line was presented to the Board. Solicitor Battersby said there will be joint meetings for formal process in September and October regarding the Strayer property changing from Hamiltonban Twp to Liberty Twp.

Executive Session: At 7:05 PM went into discuss legal matter. Adjourned at 7:08 PM.

Solicitor Battersby presented New Enterprise Stone & Lime Inc. letter making good faith offer to resolve issue with super pave materials and truck down time for paving. Chairman Deardorff motioned to accept the \$1,650.00 to settle. Vice-Chairman Deardorff seconded. The motion carried unanimously.

Chairman Deardorff asked about appeal for Zoning Hearing Board decision for 735 Jacks Mountain Road – Horst. He said conditions should have been set. Further discussion Solicitor advised not to pursue as the property must still follow current ordinances.

Supervisor Gordon motioned to accept the Solicitors Report. Vice-Chairman Woerner seconded. The motion carried unanimously. Solicitor left the meeting at 7:20 PM.

Old/New Business: Secretary Garretson reported she received notice the Blue Knights request for event ride on September 23, 2023 has been cancelled. They may try again next year.

Roadmasters Report: Discussion of problem driveways. The Roadmaster is to compile a list; language to come from Supervisor Picarelli, with letter to be from Code Officer who will cite if no correction is made.

Driveway at 675 Mt Hope Road is in violation of permit as the vegetation is not cut back for site lines. Yankee Lane property owners need to correct driveway to prevent wash out onto township road. No completion report has been requested for 125 Sour Mash Trl, which is not completed according to Ordinance, but the property was sold. Solicitor Battersby advised the new owners are responsible for completion. He also advised there is no grandfather clause and problem driveways must be corrected so as to not deposit debris on township roads.

Roadmaster Herr said Fairfield Fire Department requested signs at the quarry on Water Street. During recent house fire Cashtown Fire Company could not locate to pull water supply. Board consensus agreed. Chairman Deardorff inquired if Zoning Officer cited property owner. Roadmaster Herr said Adams County Emergency Services was following up on this fire.

Roadmaster Herr said extension for use of Dirt & Gravel grant has additional 30 days. He said brush pile in BB section needs to have silt fence installed and he will contact Adams County Conservation District again. He said line painting is to happen on Thursday weather permitting.

Roadmaster Herr said Russell Standard sprayed the oil and Petrus Holdings personnel spread stone on Mt. Hope Road for repair of damage. They have been told they can access driveway to load equipment and not use township road.

Supervisor Gordon motioned to approve advertising on Zip recruiter and Indeed for road worker, to accept three applications from Indeed to maintain cost, and keep location within 15-20 miles. Supervisor Reamer will bring coupon for Zip recruiter. Vice-Chairman Woerner seconded. The motion carried unanimously.

Roadmaster Herr said new truck still at J&J and should be done September 11th, then it will go to Stevenson for upfit.

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

Secretary/Treasurer's Report: Secretary Garretson provided P&L financial report for general fund to the Board prior to the meeting. She stated as of August 11, 2023 the General Fund shows income of \$683,640.74 expenses of \$781,282.70, and net after transfers \$42,358.04.

Secretary Garretson reported clean State Liquid Fuels Audit completed. Awaiting final approval from State Attorney General's office.

Secretary Garretson said Fairfield School District would like to re-instate use of Township fuel station for one of their contractors. They reported would need to purchase 150 to 200 gallons of diesel weekly. Supervisor Gordon motioned to decline request and send letter asking again that the key and fuel card is returned to the Township. Vice-Chairman Woerner seconded. The motion carried unanimously.

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

Discussion items: Chairman Deardorff motioned to send the SALDO private lanes amendments to Planning Commission for comments. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer asked that letters be sent to Gettysburg Brewfest and Gordon Brown Associates regarding violation of Sign Ordinance, not applying for sign permits. She said the Brewfest, since non-profit, can request a waiver of fees. She said the Well Ordinance needs updated to include no building permit to be issued until well is installed.

Discussion of camera's Secretary Garretson reported cameras at shop was a problem with antenna. Board asked Secretary to prepare RFP for new camera system.

Supervisor Reamer said she contacted the PA Department of Labor and Industry and a three-sided building for the fuel station could be done under the direction of Zoning/Building Officer. Roadmaster Herr said the extension on the maintenance building

Roadmaster Herr asked what the status of new addition to Maintenance building for equipment storage. Supervisor Reamer said she had been unable to reach architect. She will reach out to Township Engineer and get suggestions.

Supervisor Gordon asked about the status of the Mt. Hope Road Culvert replacement which the bid from C.E. Williams was awarded. Board asked to check to make sure they can do in the spring of 2024.

Special Notices: Budget workshops to begin September 19th.

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 – August 22, 2023
- Board of Supervisors Regular Meeting – September 5, 2023
- Parks and Recreation Commission – September 12, 2023

Adjournment: Vice-Chairman Woerner motioned to adjourn at 7:55 PM. Seconded by Supervisor Gordon. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman