

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Workshop
October 27, 2016

At 7:00 PM Chairman Gordon called the meeting to order. He announced that the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Supervisors Present: Chairman Robert L. Gordon, Coleen N. Reamer, J. Edward Deardorff Douglas Woerner and LuAnn M. Dille.

Staff Present: Secretary/Treasurer Nina Garretson.

Public Present: Jerry Arrison of Franklin Township Board, Brandon Guiher of KPI Technology, and John Messeder of the *Gettysburg Times*.

Township Business: The following Township business was discussed:

Discussion ensued regarding the Hickory Bridge Road bridge project with Hamiltonban Township and Franklin Township. Brandon Guiher of KPI Technology stated they have applied for grant funds for gabbing baskets for \$12,000. It will be a single lane option at approximately 16 ft. Draft ordinances will need to be instituted for one lane and current weight limit. Our solicitor has prepared a draft ordinance for the weight limit upon completion. Scope of work with estimates has been requested. A motion will be made at the November 1st Board meeting to move forward with this project.

Coleen Reamer presented samples sent by Adams County for a new website. It was agreed that this is needed and at a reasonable cost of \$100 for development with an \$80 yearly maintenance fee. New pictures will be taken in the spring to replace those currently in use.

Chairman Bob Gordon inquired about the 537 Plan and how things are progressing. Nina Garretson reported the following: District 1, due 2017 with 82 listings, 11 receipts; District 2, due 2017 with 232 listings, 18 receipts, 2 excused and 1 no paperwork; District 3 due 2018 with 306 listings, 2 receipts and 1 excused; District 4 due 2019 with 320 lists, 6 receipts. Clarification was requested in response to those who have their system pumped in an off year. We will seek suggestions from other municipalities as to how they handle these. A reminder will need to be sent to Districts 1 and 2 early in the new year.

No update has been received as yet regarding the EMA plan and may have to be placed on the December meeting agenda for approval.

Coleen Reamer stated the Parks and Recreation Committee will make a presentation to the Board of Supervisors at their November 1st meeting. The PowerPoint presentation will be sent in advance to the board members for review. A limited piece handout will be presented at the board meeting.

No updates presented regarding the Planning Commission.

Nina Garretson has completed two QuickBooks training sessions, met with Barbara Fairchild with the DCED on Monday, October 24 and will be attending the November 3rd CDL training.

Supervisor Deardorff presented the Road Department report to the Board. Roadmaster Ray Herr and Supervisor Deardorff met with Mike Cahill of SGI about proposal - shared hot mix job on Lower Route 16. We should know about project approval this week. If project isn't until 2018 additional road maintenance on different township roads. The mill will be installing 100 year flood compatible-box culvert eliminating two current pipes. Ray met with Randy from Hammakers about patches for next years projects and oil costs, etc. Ray met with Ketterman Electric and received proposal for welding wiring, included in Board packet. Several trucks have been inspected. JCB Skid loader has been repaired. Currently edging, ditch cleaning, culvert pipe inspections, bridges and delineator straightening, cold patching, repaired holes on edge of next to last hill on Mt. Hope, and painted Mt. Hope bridge yellow.

The supervisors have requested that training for QuickBooks in October for Nina Garretson and CDL training November 3rd for Ray Herr be on the agenda for the October Board meeting for approval.

Chairman Gordon presented the \$5 Vehicle Registration fee which the Adams County Commissioners have proposed to aid with transportation projects. Suggested that a motion be made at the November meeting to approve.

The Board reviewed the second draft of the 2017 Sewer Fund budget. Supervisor Deardorff felt the budget costs for labor was adequate. No further changes suggested.

The Board reviewed the second draft of the 2017 State Liquid Fuels budget. No further changes suggested.

The Board reviewed the second draft of the 2017 general fund budget. It was suggested to include Dana Stevens as a full-time employee which will increase section 438.154 Laborer #3 from \$10,000 to \$25,000. To offset this expense section 439.000 will be reduced to \$18,671.96 which Supervisor Deardorff felt was adequate due to the current inventory of materials.

The Board reviewed the second draft of the 2017 Capital Improvements Plan. Suggested replacing the canopy for the fueling station with an equipment storage building.

Chairman Gordon went over the items that will be on the November Board of Supervisors meeting agenda.

At 8:55 PM Vice Chairman Doug Woerner motioned to adjourn, seconded by Supervisor Dille, the Board of Supervisors unanimously approved to adjourn the workshop.

The next Board of Supervisors meeting is November 1, 2016 at the local prevailing time of 7:00 PM.

Nina Garretson, Secretary/Treasurer

Robert L. Gordon, Chairman