

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

March 1, 2016

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

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

Staff Present: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, and Roadmaster John A. Harbaugh, Jr.

Commission Members Present: Theresa Scripture, Laura Morgan, and Dave Jones of the Parks and Recreation Commission.

Public Present: Donald Wills, Jr.; Eugene Starbuck; Ed Fitzgerald; Danielle Ryan of the *Emmitsburg News Journal*; and John Messeder of the *Gettysburg Times*.

Approval of Agenda: The Board unanimously approved the Agenda.

Public Comment: None.

Approval of Minutes: Supervisor Dille motioned to approve the minutes of the February 2, 2016 Board of Supervisors Meeting. Vice-chairman Woerner seconded. The motion carried unanimously. Vice-chairman Woerner motioned to approve the minutes of the February 25, 2016 Board of Supervisors Workshop. Supervisor Dille seconded. The motion carried. Supervisor Reamer abstained as she was not present at the Workshop.

Solicitor's Report: Prior to the meeting Solicitor Battersby reviewed draft Ordinance 2016-02: Governing Municipal Management of On-lot Sewage Disposal Facilities, he advised the Board to remove the statement regarding jail time from Section XIII - Penalties. The timeline for setting up the pumping districts was also discussed. The Board decided to table the motion to advertise the Ordinance for adoption until the April Board of Supervisors meeting so that the Board can review the changes to the Ordinance once more. The Department of Environmental Services has mandated that the Township adopt an on-lot sewage disposal management ordinance. Supervisor Dille motioned to accept the Solicitor's Report. Vice-chairman Woerner seconded. The motion carried unanimously.

Old/New Business: The discussion regarding the Reeds Bridge Project was put on hold as there was no new information from the Engineer or Contractor.

Chairman Gordon motioned to pursue a Road Safety Audit for Route 116 from Bullfrog Road to Route 16. Vice-chairman Woerner seconded. The motion carried unanimously. The Fairfield Area School District, and the Boroughs of Carroll Valley and Fairfield are also involved in this project.

Vice-chairman Woerner motioned to participate in the 2016 Great American Cleanup of PA scheduled for Saturday, April 16, 2016. Supervisor Deardorff seconded. The motion carried unanimously. Residents are urged to volunteer to pick up trash along the Township roadways. Vice-chairman Woerner volunteered to pick up the supplies that are provided by PennDOT free of charge.

Vice-chairman Woerner motioned to advertise for sale the stockpile of top soil and fill dirt at \$7.00 per ton and at \$4.00 per ton, respectively. Chairman Gordon seconded. The motion carried unanimously. The top soil and fill dirt is left over from the construction of the maintenance facility.

Chairman Gordon motioned to order four bundles of Norway Spruce trees from the Adams County Conservation District to replace the trees that have died at the maintenance facility with a cost to the Township of \$80. Supervisor Dille seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Feiler submitted her report prior to the meeting along with the February 2016 Check Detail report. As there were no questions for the Secretary/Treasurer, Vice-chairman Woerner motioned to accept the Treasurer's Report and approve all the expenditures for the month of February. Supervisor Dille seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her report along with the March calendar prior to the meeting. The Board reviewed her report and calendar. It was noted that Ketterman Electric has begun working on installing electrical outlets outside the office building to illuminate a flag pole that will soon be installed, that the office lighting will be switched to LED lighting on Monday, March 7th, and that Met-Ed, West Penn Power and Adams Electric are in the process of changing over the Township street lights to LED. Supervisor Dille motioned to accept the Secretary's Report. Vice-chairman Woerner seconded. The motion carried unanimously.

Road/Sewer Report: Roadmaster Harbaugh submitted his Road Report prior to the meeting. He mentioned that the road crew is currently working on stormwater management issues in the BB Section and will be replacing a pipe on Old Waynesboro Road next week. There was also a discussion about possibly using the Keystone Purchasing Network (KPN) program for this summer's Hickory Bridge Road bridge rehabilitation project (shared with Franklin Township). The KPN process would allow for an all inclusive design/build project. Roadmaster Harbaugh has spoken to the Township Engineer and Franklin Township about this option. Vice-chairman Woerner motioned to accept the Road Report. Supervisor Deardorff seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his Sewer Report prior to the meeting. He stated that everything was running smoothly at the spray field. Supervisor Reamer motioned to accept the Sewer Report. Supervisor Deardorff seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission meeting minutes for February were distributed to the Board prior to the Board meeting. Supervisor Reamer motioned to conditionally approve the Carroll Valley Farm Subdivision Plan based on the two outstanding conditions (1. Sewage planning approval needs to be provided and 2. Corner markers should be verified prior to issuance of building permit) as stated on the February 15, 2016 comment letter from Wm. F. Hill & Assoc., Inc. are met and as recommended by the Planning Commission. Vice-chairman Woerner seconded. The motion carried. Supervisor Deardorff abstained as he is the Developer.

Chairman Gordon motioned to accept with regret the resignation of Eugene Starbuck as Township Elected Auditor and to appoint Eugene Starbuck to the Planning Commission with a term expiring December of 2017. Supervisor Deardorff seconded. The motion carried unanimously.

Parks and Recreation Commission Report (PRC): Draft PRC meeting minutes for February were distributed to the Board prior to the Board meeting. Chairman Gordon motioned to adopt Ordinance 2016-01 creating the Hamiltonban Township and Fairfield Borough Joint Parks and Recreation Commission. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Dille motioned to suspend all applications for a Township park until further notice. Vice-chairman Woerner second. There was a discussion regarding the moving the proposed park to the Borough of Fairfield and how to ensure the safety of park users. A roll call vote was taken: Chairman Gordon - Nay; Vice-chairman Woerner - Nay; Supervisor Reamer - Nay; Supervisor Dille - Yea; Supervisor Deardorff did not vote as the motion was already defeated regardless of his vote.

Chairman Gordon motioned to approve Resolution 2016-08: To apply for a 2016 DCNR Grant for a Township Park, to write a letter of support from the Board of Supervisors to the PRC for a Township Park to be submitted with the 2016 DCNR Grant Application, and to add to the Township Park Plans a chain link fence separating the park area from the maintenance facility. Supervisor Reamer seconded. A roll call vote was taken: Chairman Gordon - Yea; Vice-chairman Woerner - Yea; Supervisor Reamer - Yea; Supervisor Dille - Nay; Supervisor Deardorff did not vote as the motion had already carried regardless of his vote.

EMA Report: There were no calls for the month of February.

Fire Company Reports: No reports were submitted.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of February prior to the meeting. One sign permit was issued at 4910 Fairfield Road and one well permit was issued at 85 Whippoorwill Lane. Supervisor Dille motioned to accept the Zoning Officer's Report. Chairman Gordon seconded. The motion carried unanimously.

Code Enforcement Officer's Report: Although no report was submitted, Secretary/Treasurer Feiler updated the Board on the status of the nuisance violation on Deist Lane.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): The COG continues to work with legislators on correcting the issues with the Covered Device Recycling Act. ACATO will be hosting three training opportunities entitled Secure Internet Banking, What is ACTPO and How it Benefits Your Community, and for road workers an Environmentally Sensitive Maintenance Course.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): No report was given as there were no meetings in February.

Special Notices: 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*. Notice of cancellations will be posted on the office door.

- Parks and Recreation Commission - March 9, 2016.
- Planning Commission - March 22, 2016.
- Board of Supervisors Workshop - March 31, 2016.
- Board of Supervisors - April 5, 2016.

Adjournment: At 8:27 PM, Vice-chairman Woerner motioned to adjourn the meeting. Chairman Gordon seconded. The motion carried unanimously.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman