

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Meeting Minutes

August 1, 2023

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

Supervisors Present: J. Edward Deardorff, Douglas Woerner, Coleen Reamer, Ryan Picarelli and Robert Gordon.

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

Public: Mark Mueller and son, Mark with Petrus Holdings, Charles Christianson (left at 8:10 PM).

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

Public Comment: Chairman Deardorff reported he, Supervisor Reamer and Roadmaster Herr met with members of Petrus Holdings, Mark Mueller, Sean Taylor and Michelle Dycus, regarding damage to Mt. Hope Road. Supervisor Reamer said they will be contacting Valley Quarries about getting rubber matting. Mark Muller, 1475 Mt Hope Road apologized to the Board and said they would work with Township. Mark said they hope to move their equipment off site to another property. The trucking company they used said they would cover these expenses. Supervisor Reamer motioned to approve the repair to be done by Petrus Holding according to PennDOT Specifications to sealcoat and chip road where damage occurred. Vice-Chairman Woerner seconded. The motion carried unanimously. Roadmaster Herr to provide information to Michelle Dycus with Petrus Holdings. Mr. Mueller and his son left at 7:08 PM.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the July 18, 2023 Board of Supervisors Meeting minutes. Supervisor Picarelli seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby stated the Joint Municipal Boundary Line Agreement regarding the Strayer property, 440 Water St, with both Liberty Township needs to be approved and signed. He said Liberty Township and Hamiltonban Township will have to adopt identical ordinances which will begin with discussion on next agenda and move for approval at the beginning of September. He is working with Solicitor Lisko from Liberty Township who will do advertising. Vice-Chairman Woerner motioned to approve and sign agreement. Supervisor Picarelli seconded. The motion carried unanimously.

Solicitor Battersby said letters were sent to James Grinder regarding entering restricted areas of the Township's property. He also has sent letter to New Enterprise Stone & Lime regarding the additional Kinsley fee for trucks sitting idol when the plant broke down, to recoup Township's monies.

Vice-Chairman Woerner motioned to approve the Solicitors Report. Supervisor Picarelli seconded. The motion carried unanimously. Solicitor left the meeting at 7:31 PM

Old/New Business:

Vice-Chairman Woerner motion to adopt Driveway Ordinance 2023-02. Supervisor Reamer seconded. Rollcall vote: Supervisor Gordon yea; Vice-Chairman Woerner yea; Supervisor Reamer yea; Supervisor Picarelli yea and Chairman Deardorff yea. The motion carried.

Vice-Chairman Woerner motion to adopt Zoning Ordinance Amendments 2023-03. Supervisor Reamer seconded. Rollcall vote: Supervisor Gordon yea; Vice-Chairman Woerner yea; Supervisor Reamer yea; Supervisor Picarelli yea and Chairman Deardorff yea. The motion carried.

Discussion on Yankee Lane and the washout that the Road Department had to clean up. Further discussion on all private lanes. Supervisor Picarelli will inspect with the Roadmaster and make recommendations on the private lanes/driveways with issues. Language will be provided to Secretary Garretson to incorporate into letters notifying property owners that they must control their stormwater runoff by constructing barriers, or the Township will be forced to bill for cleanup if debris comes onto the Township roads.

Recommendations of small zoning committee for amendments to SALDO regarding private lanes. To be discussed at next meeting.

Road Report: Excused. Secretary Garretson reported Roadmaster Herr said they will start underdrain cross pipes on Mt. Hope Road next week.

Supervisor Reamer said the Dirt & Gravel Grant for Hope Road for around \$23,000.00 will extend the block wall about 40 feet. She completed application, and Roadmaster Herr to send to Adams County this week.

Excavator – Mt Hope Rd (see public comment)

Supervisor Reamer advised Roadmaster to speak with new employees on job duties rather than wait until 90-day evaluation.

Chairman Deardorff stated the Moritz and Cold Springs Road Projects cost was around \$240,000.00, which estimates to \$42.00 per foot.

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. She reported the general fund end of July showed income of \$660,728.12 expenses of \$717,877.16 and net after transfers \$82,850.96. Supervisor Gordon motioned to approve transfer of \$50,000 from PLGIT to ACNB. Chairman Deardorff seconded. The motion carried unanimously. Vice-Chairman Woerner motioned to accept the Treasurers Report and approve all expenditures for the month of July. Supervisor Reamer seconded. The motion carried. unanimously.

Chairman Deardorff thanked the Board members who participated in the farewell for James Eyler and thanked for his years of service. Secretary Garretson stated James Eyer, retiring from Road Department has vacation time and by personnel policy is due half of accumulated sick time. Chairman Deardorff motioned to approve 56 hours of vacation and 60 hours of sick time to be paid and sent with thank you letter for his service. Supervisor Gordon seconded. The motion carried unanimously.

Secretary Garretson provided Board with copy of letter from F&M Trust where they had a data breach which may affect one of the Townships accounts. Supervisor Reamer motioned to close the account and

have new account set up, and new checks ordered. Chairman Deardorff seconded. The motion carried unanimously. Supervisor Reamer asked that Cowbell Insurance our cyber carrier be notified.

Secretary's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in their packets. She stated follow up for new hires, paperwork for pre-employment physical and drug screen, updating insurance for CDL employees, and as well as ACATO. She provided calendars for the Supervisors for August and September.

Chairman Deardorff motioned to approve advertising for budget workshops to begin September 19 through to November 21, 2023 beginning at 6:00 PM. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve the registration for Charles Christianson for Zoning Hearing Board class through PMPEI on September 12, 2023. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary Garretson said the Fairfield Lions Club wishes to conduct a fundraiser selling brooms, apples and raffle tickets several weekends opposite of the school. She referred them to Zoning Officer for approval. Vice-Chairman Woerner motioned that if any fee the Board will waive. Supervisor Reamer seconded. The motion carried unanimously.

Secretary Garretson said members of Blue Knights stopped in and asked about having a tent and table on Township property during their fundraiser ride on September 23rd. The route will come out of Gettysburg and come through Bullfrog to Carrolls Tract and onto Cold Springs to South Mountain, and back. She asked that they send formal request to the Township and has shared with John Strahler, Chair of Joint Parks & Recreation Commission. Supervisor Reamer stated to use the grass building pad at the Park. Add to next meeting agenda.

Secretary Garretson provided information to the Board regarding Franklin County comprehensive plan and asked if they wished to send comments or feedback. Board consensus no comments.

Secretary Garretson reported that Zoning Officer is looking into the complaint at 4530 and 4590 Cold Springs Road and will report back. He also investigated 1579 Carrolls Tract Road which obtained permits and they are awaiting new modular home.

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

Planning Commission Report: Supervisor Reamer motioned to approve Planning Waiver and Non-Building Declaration for 209 Zoo Road – Weishaar plans. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve subdivision plans for 209 Zoo Road – Weishaar plans conditioned that requirements of Wm. F. Hill/Keller Engineer letter of June 30, 2023 are met. Solicitor Battersby approved draft deed. Vice-Chairman Woerner seconded. The motion carried unanimously.

Zoning Officer's Report and Code Enforcement Officer's Report: Supervisor Gordon said Zoning Officer issued three permits for month, six zoning inquiries and two inspections. No Code Officer report.

Joint Parks and Recreation Commission Report: Supervisor Reamer said Adams County Greenspace grant funds of \$3,000.00 received today. She needs to order signs and the engineer will need to do final plan. Board approved payment of engineers invoice for \$479.90 from general fund-park line.

FEMA Report: Vice-Chairman Woerner said next meeting later in August.

Fire Company Reports: Supervisor Gordon reported Fairfield Fire Co report had 132 calls YTD, 18 calls for month with 3 in Township, special fundraiser August 12; Cashtown Fire Co had 68 calls YTD, 12 for month, with 2 in Township; South Mountain reported one call in each April, May and June in Township.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon said they are working on Cyber security, which he said a statewide board is being organized. Supervisor Gordon said ACATO events are coming together for this year.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Gordon reported YATB meeting minor bylaws change dealing with distribution of funds. ACTCC meeting cancelled.

Pennsylvania State Police Report. Supervisor Gordon reported for June 34 calls and 2 school checks.

Special Notices: Chairman Deardorff motioned that supervisors and employees who wish to attend PSATS Regional Forum October 24, 2023 can attend and will be covered by Township. Supervisor Gordon seconded. The motion carried unanimously.

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.

- Parks and Recreation Commission – August 8, 2023
- Board of Supervisors Meeting – August 15, 2023
- Planning Commission August 22, 2023

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8:15 PM. Seconded by Supervisor Picarelli. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman