

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Budget Workshop
September 3, 2019

At 6:03 PM Chairman Deardorff 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 J. Edward Deardorff, Douglas Woerner, Robert L. Gordon, LuAnn M. Dille and David B. Martin.

Staff Present: Roadmaster Ray Herr and Secretary/Treasurer Nina Garretson. Solicitor Matthew Battersby arrived at 6:30 PM.

Public Present: Joseph Wagerman arrived at 6:12 PM; John Iaea, John Messeder of the *Gettysburg Times*, Daniel Scott, Shirley Scott, their attorney Robert Campbell, all arrived after 6:40 pm and Steve Reid and Cliff Frost, arrived at 6:55 pm.

Budget Discussion: The following was discussed:

Chairman Deardorff started discussion with Old Waynesboro Road update that Special Granules Inc (SGI) will do sealcoating this year and paving possibly next year, if their new road is completed. Roadmaster Herr has directed Hammakers to bill SGI direct. Further discussion at Regular Board meeting. Chairman Deardorff then gave cost estimates for 4-year plan for the following: road reconstruction/rebuild-resurfacing: Short Cut 16 (2021) \$52,000; Gum Springs Road (2020) \$180,000, Roadmaster cost \$170,000, said milling is \$15,000, he reminded that pipes and ditch work will have to be done; Cold Springs Rd-Mt. Carmel to Whippoorwill (2020) \$55,000; Highrock to Three Springs (2020) \$50,000; Cold Springs – parking lot to Highrock (2021) \$50,000; Mt. Hope – intersection to RR Tracks (2021) \$90,000; Moritz Road – Upper Hillwood section and lower hill to bridge (2020) \$90,000; Cold Springs Rd – 3 Springs to Newman Rd (2022) \$50,000. Chairman Deardorff said single seat coat to preserve and extend wear for: Orrtanna (2020) \$9,000; Mt Carmel (2020) \$20,000; Cold Springs Rd – township line to railroad (2021) \$20,000; Mt. Hope Road -church to railroad (2020) \$65,000; Bullfrog Rd – township line to Carrolls Tract (2021) \$18,000; Beechwood and Franklin St. (2021) \$14,000; Newman and Baker Rds (2021) \$24,000; Cold Springs Rd -Whippoorwill to parking lot (2021) \$14,000; Cold Springs Rd – railroad to Moritz Rd (2022) \$34,000; BB Section (2022) \$40,000; and Old Waynesboro – SGI – Fountaindale will be constantly wear monitored yearly to control road surface. Chairman said the total of the two lists for four-years would be about \$850,000.

Supervisor Gordon suggested \$250,000 PIB Loan for the Gum Springs Road project to be worked through the General Fund budget. He said other priority should Short Cut Waynesboro Road. He said additional \$100,000.00 will be needed from General Fund, out of sewer funds, for the Mt. Hope Road bridge culvert. Secretary was asked to rework 2020 General Fund Budget with these items, and prepare new Resolution for amending 2019 budget to reflect purchase of new 2019 550 Truck for \$89,420. Chairman Deardorff said the movement of the road would be 12-15 feet, and there are two property owners who would need to be contacted. Solicitor Battersby reminded that legal fees and money for the appraisal and possible purchase of land should be included in budget for Mt. Hope

Road culvert project. Chairman Deardorff suggested meeting with Township Engineer, Roadmaster, property owners and Solicitor at site to discuss.

Further discussion on Capital Reserve Funds Supervisor Gordon suggested putting roof over fuel station, which quote several years ago was \$25,000 from PWI. Chairman Deardorff said needs to be three sided and vented properly. Roadmaster Herr said it would be best to use L & H Mechanical for work. Roadmaster Herr said wash bay at 4020 is not high enough. Supervisor Gordon suggested adding to the building another bay or two for storage and to correct the ceiling of the wash bay.

Roadmaster Herr presented a quote for a new tractor for mowing for \$143,383.82. Supervisor Gordon said the current John Deere was purchased used. Chairman Deardorff read all features of the new tractor. Supervisor Gordon reminded the 06 Peterbilt will need replaced in two years. He said a lease purchase does not count towards percentage limit of small borrowing.

At 6:59 PM Vice-Chairman Woerner motioned to adjourn, seconded by Supervisor Dille the Board of Supervisors unanimously approved.

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Monthly Meeting Minutes
September 3, 2019

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: Chairman J. Edward Deardorff, Douglas Woerner, Robert L. Gordon, LuAnn M. Dille and David B. Martin.

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

Public Present: Joseph Wagerman, John Iaea, Daniel Scott, Shirley Scott, their attorney Robert Campbell, Steve Reid, Cliff Frost, and John Messeder of the *Gettysburg Times*.

Approval of the Agenda: Agenda approved by general consensus.

Public Comment: Attorney Robert Campbell said he was here to represent the Scotts who want to build a new home on two lots which he did the deed and had recorded for subdivision approved by the Township in 2007. Said they have been unable to get building permit because they did not submit plans to Planning Commission for joining of the two lots. **Board went into Executive Session with Solicitor to discuss. Returned at 7:13 PM.** Chairman Deardorff made a motion to authorize Building & Zoning Officer to issue building permit for 45 Wildlife Lane. Supervisor Gordon seconded. The motion carried unanimously. Attorney Campbell and the Scotts left at 7:14 PM.

Joe Wagerman, 1319 Old Waynesboro Road said he was here to bring to the Boards attention the noise problem he is having with the auto business across the street from his home. He stated it is excessive and that the Board needs to take some action to resolve. He also said he has received letters regarding a junk car on his property which is a classic, although it does not have registration but, there are many other properties with junk cars in the area. Board said they would have Code Officer investigate.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve August 6, 2019 Board of Supervisors Meeting; and the August 22, 2019 Board of Supervisors Budget Workshop and Board of Supervisors Regular Monthly Workshop. Supervisor Dille seconded. Supervisor Gordon abstained. The motion carried.

Solicitor's Report: Solicitor Matthew Battersby reported that the Fairfield Municipal Authority is not asking for the Township to dedicate the sewer line at 31 Carrolls Tract Road. No further action is needed.

Discussion regarding the sewer pumping and inspection lists of District 1 and 4 in non-compliance. Secretary Garretson said two properties on the District 1 list have changed owners, and on the District 4 list a new address was obtained on a property as mail has been continually returned, and another is requesting another 30-day extension since it is an estate. Vice-Chairman Woerner motioned to authorize the Secretary to notify the new property owners they have 30 days to come into compliance, and to authorize the Solicitor send letters giving a 15-day notice to those in non-compliance of the June 30, 2019 deadline. Supervisor Dille seconded. The motion carried unanimously. Solicitor said they should have been informed of this at closing of properties. Motion made by Supervisor Dille to have the Secretary notify the property owners of 2588 Waynesboro Pike and 384 Mt. Hope Road they have 30 days to come into compliance, and to authorize the Solicitor send letters giving a 15-day notice to those in non-compliance of the June 30, 2019 deadline. Supervisor Gordon seconded. The motion carried unanimously.

Solicitor reviewed the language added to Resolution 2019-18 Fee Schedule Amending Resolution 2019-13. Chairman Deardorff motion to approve Resolution 2019-18 Fee Schedule. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Dille said she is requesting the Board consider new language for the Subdivision and Land Development Ordinance. Solicitor Battersby provided language needed. No further discussion.

Vice-Chairman Woerner motioned to approve Solicitors Report. Supervisor Martin seconded. The motion carried unanimously.

Road Report: Roadmaster Herr's report received by the Board in their packets. Vice-Chairman Woerner motioned to accept the lone bid for the 2005 Ford Explorer for \$435.00 submitted by Christina Anders. Supervisor Dille abstained. Supervisor Martin seconded. The motion carried.

Supervisor Gordon motioned to approve the purchase of 2019 Ford 550 for \$89,420, adjusted for additional features, paying cash from General Fund (from Sewer Fund revenues). Upon delivery suggested the F350 be put up for sale. Vice-Chairman Woerner seconded. The motion carried unanimously. Supervisor Gordon suggested that the 2019 budget be amended to bring up the total on the 439 Highway construction/rebuild line to add \$10,500 from the sewer funds to balance.

Supervisor Gordon motioned to authorize Special Granules Inc. (SGI) to seal coat 1,500 to 1,600 feet on Old Waynesboro Road to use Township bid for oil and purchase materials at their costs. Vice-Chairman Woerner seconded. The motion carried unanimously.

Four-year Road plans discussed at Budget Workshop (see minutes). Supervisor Martin stated he did not receive information regarding the lights at 4020 Shop and will continue to pursue information for the Board.

Roadmaster Herr said that Thomas Inc will not work on oil burner furnace at the Township Office. Vice-Chairman Woerner motioned to approve annual service calls for Thomas Inc for 4020 Shop and Franz Plumbing for Township Office for heating. Supervisor Gordon seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve Resolution 2019-17 Private Lanes Amending 2008-05. Supervisor Dille seconded. The motion carried unanimously.

Board discussed request received from Liberty Township for berm and shoulder work. Supervisor Dille motioned to provide Liberty Township with proposal for the Road Department to do berm work at current FEMA rate for equipment, and to use time and half labor rates which should cover taxes, insurance, etc. Supervisor Gordon seconded. The motion carried unanimously.

Roadmaster Herr said he has contacted company that won bid for line painting and they have not returned call. He said they informed him several weeks ago that it was on their schedule. Solicitor Battersby said he needs to review contract to see what can be done.

Roadmaster Herr said they are working on Route 16 currently. Roadmaster Herr presented quote from Best Line Equipment for rental of boom lift \$1,415/month and chipper \$2,650/month. Vice-Chairman Woerner motioned to approve rental from Best Line for boom lift and chipper for month of October. Supervisor Martin seconded. The motion carried.

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. Supervisor Dille motioned to accept the Treasurers Report and approve all expenditures for the month. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve Resolution 2019-16 Closing of the Sewer fund and moving to General Fund and to Capital Reserve. Supervisor Martin seconded. The motion carried unanimously.

Supervisor Dille motioned to approve advertising of the Budget Workshops for 2019 for September 6, 26, October 1 and October 24, 2019. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary's Report: Secretary Garretson submitted her report to the Board of Supervisors in their packets prior to the meeting. Supervisor Dille motioned to accept the Secretary's Report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Old/New Business: Supervisor Dille motioned to approve the 2020 Minimum Municipal Obligation for the Non-Uniform and Police Pension Plans as presented to the Board. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve the attendance at the PSATS Fall Forum to be held October 30-31, 2019 at Liberty Mountain Resort at a total cost of \$225.00 for Chairman Deardorff, Supervisor Gordon and Secretary/Treasurer Garretson. Vice-Chairman Woerner seconded. The motion carried unanimously.

Zoning Officer's Report and Code Enforcement Officer's Report: Reports received by the Board prior to the meeting. Supervisor Dille motioned approve the Zoning Officer and Code Enforcement Officer's reports. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Dille motioned to explore request for proposals for zoning, building, UCC, and code officer. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Martin said something needs to be done with the violation at 2985 Waynesboro Pike. Supervisor Dille motioned to have the Code Officer cite the property at 2985 Waynesboro Pike and investigate the complaint by 3915 Old Waynesboro Road. Vice-Chairman Woerner seconded. The motion carried unanimously. Chairman Dearth asked that the Code Officer follow up on 2151 Cold Springs Road.

Solicitor Battersby said Zoning Officer, Wilbur Slothour contacted him about Adams County Fish and Game on Jack Road expanding a target range into Hamiltonban Township. He said they must be non-profit and open to the public, and it would be a pre-existing use. Board authorizes the decision to permit to the Zoning Officer upon completion of his investigation.

Planning Commission Report: Further discussion of 70 Sour Mash Trl – Michael Higgins & Lisa Bradshaw Agreement regarding septic and two lots and whether survey needed. Solicitor Battersby suggested that the Board approve per the Planning Commission's recommendations. Chairman Dearth motioned to request a new draft deed for review to combine the two lots. Supervisor Gordon seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve resignation of Russell Ryan, Chairman effective December 31, 2019. Supervisor Martin seconded. The motion carried unanimously.

Joint Parks and Recreation Commission (JPRC) Report: Vice-Chairman Woerner motion to approve only local Fairfield Area non-profits use of the Hamiltonban Community Park pavilion at no-charge. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Gordon reported workday scheduled, JPRC have postponed September picnic, are awaiting processing of Tree Grant, Music in the Park are finished for season.

FREMA/EMA Report: Supervisor Martin said lack of communication as no information was sent out on the last meeting so he was unable to attend. The minutes call for him to arrange the Fairfield School Superintendent to attend the next meeting October 21, 2019 at 1:00 pm. Supervisor Dille said FREMA was to contact Phippenfest regarding EMA plan and has not heard anything.

Fire Company Reports: Supervisor Gordon said Cashtown Fire Company report showed 25 calls, Fairfield Fire Department showed 20 calls, with 4 in Hamiltonban Twp. for July and 117 calls for year.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon said COG held 10th Anniversary Event on August 22, 2019. ACATO will hold Convention November 13th.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC):
No discussion.

Pennsylvania State Police Report. Solicitor Battersby requested that the reports be posted on the Township website. Supervisor Gordon said that he will contact Lt. Nickey about the complaints received

on speeding and other traffic issues on Iron Springs and Carrolls Tract Roads. He will report back to the Board.

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*. Cancellations will be via a notice on the office door.

- Parks and Recreation Commission - September 10, 2019.
- Planning Commission - September 24, 2019.
- Board of Supervisors Budget Workshop – September 26, 2019 at 6:00 pm
- Board of Supervisors Workshop - September 26, 2019.
- Board of Supervisors Budget Workshop - October 1, 2019 at 6:00 pm
- Board of Supervisors Meeting - October 1, 2019.

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8:22 PM. Seconded by Chairman Deardorff. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman