

**Hamiltonban Township
Supervisors Re-Organizational Meeting
January 2, 2024**

Per Resolution 2018-08: Hamiltonban Township Public Comment Policy; Persons may use audio, stenographic recorders, or video recorders to record all or any portion of the meeting. Any person using such recording equipment at the public meeting shall make a general announcement, prior to the operation of recording equipment, that the meeting shall be so recorded.

1. **Call Meeting to Order and Pledge of Allegiance to the Flag**
 2. **Public Comment. (Agenda items only)** Citizens may individually address the Board of Supervisors for a maximum of five minutes during this thirty-minute period. Prior to addressing the Supervisors, please state your name, address, and, if applicable, the organization that you represent. Please refer to Resolution 2018-08: Hamiltonban Township Public Comment Policy.
 3. **Appoint:** Temporary Chairman -
Temporary Secretary -
 4. **Nominate and Appoint:**
Chairman –
Vice-Chairman –
Safety Officer –
Secretary/Treasurer - Nina Garretson
 - Establish treasurer’s bond: \$1,600,000CDL Coordinator - Nina Garretson
Right-to-Know Officer - Nina Garretson
 5. **Appoint Employees Who Are Not Elected Officials by Omnibus Motion:**
Roadmaster - Ray Herr
Full-time Road Crew – Phil Sponseller
EMA Coordinator – Fairfield Regional Emergency Management Agency - Adam Wine EMA Coordinator and Michael McCabe, Deputy EMA Coordinator
 6. **Appoint Township Consultants by Omnibus Motion:**
Township Solicitor - Matthew Battersby, Battersby Law Office
Sewer Engineering Firm - Wm. F. Hill/Keller Engineers – Erik Vranich
Sewage Enforcement Officer - Gil Picarelli, KPI Technology
Traffic Engineering Firm - McMahon Transportation Engineers & Planners – Jodie Evans
Zoning Officer – Pennsylvania Municipal Code Alliance
Floodplain Manager - Pennsylvania Municipal Code Alliance
Planning Consultants – Ann Hutchinson of Natural Lands Trust and
Rob Thaeler of Adams County Office of Planning and Development
Township Engineering Firm - Wm. F. Hill/Keller Engineers – Erik Vranich, ted Brillhart
Zoning Hearing Board Solicitor - Harold Eastman of Barley & Snyder
Building and UCC Inspections Officer - Pennsylvania Municipal Code Alliance.
Code Officer – Tim McCauslin.
Engineer for Parks & Recreation – Brandon Guiher, KPI Technology
- All consultants are being motioned with their current fee schedule.
7. **Motion to approve Resolution 2024-01: Appointing RKL Certified Public Accounts to perform the 2023 audit for all funds.**
 8. **Motion to approve Resolution 2024-02: Review and Report Fees for Subdivision and Land Development.**
 9. **Motion to approve Resolution 2024-03: Reestablishing the Hamiltonban Township Fee Schedule for 2024.**
 10. **Motion to approve Resolution 2024-04: Appointing Members to the Zoning Hearing Board.**

11. **Appointment Volunteers to fill expired terms on Boards, Authorities and Commissions by Omnibus Motion:**
 Township Auditor – Tammy Trocha (one-year term) current expires 2029
 Vacancy Board Chairman – LuAnn Dille (one-year term)
 Zoning Hearing Board – Derek Flenner expiring 2025 and Susan Swope alternate expiring 2024 (three-year term)
 Planning & Zoning Commission – LuAnn Dille expiring 2027 (four-year term)
 Joint Parks & Recreation Commission – John Strahler expiring 2028 (five-year term)
 Joint Parks & Recreation Commission – Robert Olyphant expiring 2028 (five-year term)

12. **Appoint Delegates and Alternates to:**
 Adams County Council of Governments -
 Adams County Tax Collection Committee -
 York/Adams Tax Bureau -
 Adams County Bicycle and Pedestrian Plan Committee -
 FREMA Representatives –
 Joint Parks & Recreation Commission Liaison –
 Ag Security Council -
 Planning Commission Liaison -

13. **Select Depository Banks:** ACNB, PLGIT, and F & M Trust.

14. **Establish Meeting Dates:**
 All public meetings are held at the local prevailing time of 7:00 PM at the Township Office located at 23 Carrolls Tract Road, Fairfield, PA.

Auditors:	January 3, 2024.
Board of Supervisors:	First and third Tuesday of each month except for: November when the meeting will be on Wednesday, November 6 due to elections
Planning Commission:	Fourth Tuesday of each month except for: April when the meeting will be on Wednesday, April 24 due to primary elections.
Parks & Recreation Commission:	Second Tuesday of each month

15. **Determine Holidays: 2023** New Years Day-January 1, Martin Luther King Day January 15, Presidents Day February 19, Good Friday-March 29, Memorial Day-May 27, Independence Day-July 4, Labor Day-September 2, Veterans Day-November 11, Thanksgiving Day-November 28 and day after November 29, and Christmas Day-December 25.

16. **Certify:** Voting Delegate(s) attending the PSATS Annual Educational Conference -

17. **Mileage Allowance:** Federal Allowance which \$0.67 (IRS) for 2024.

18. **Adjourn**