

## Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

### Meeting Minutes

June 6, 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 and Ryan Picarelli. Robert Gordon joined via phone.

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

**Public:** None.

**Approval of the Agenda:** Vice-Chairman Woerner motioned to add 5.a. Resolution 2023-09 Emergency Declaration and approve amended agenda. Supervisor Reamer seconded. The motion carried unanimously.

**Public Comment:** None.

**Approval of the Minutes:** Vice-Chairman Woerner motioned to approve the May 17, 2023 Board of Supervisors Meeting minutes. Supervisor Reamer seconded. The motion carried unanimously.

**Solicitor's Report:** Solicitor Battersby provided the Board with ISP Minerals Stipulation of Value. He said Adams County and Fairfield School District have agreed with appraisal of \$9-\$11 million based on common level. Vice-Chairman motioned to approve the assessment and authorize Solicitor Battersby to sign on behalf of the Township. Supervisor Reamer seconded. The motion carried unanimously.

Solicitor Battersby stated he spoke with Atty. Todd King representing Petrus Holdings and they are withdrawing the planning module for 335 Swamp Creek. They are looking at other locations.

**Executive Session:** meeting for legal matters started 7:05 PM adjourned 7:09 PM.

Supervisor Picarelli motioned to have Secretary Garretson contact the Department of Agriculture regarding violation of spraying weed kill on Cold Springs Road by a property owner. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to send letter regarding well inspections to Randall Alexander within the Township, which must stop, as Wilbur Slothour with Land & Sea Services is the Townships inspector. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Picarelli motioned to approve Resolution 2023-09 Emergency Declaration Burn Ban effective immediately until June 20, 2023. The Board will review at their next meeting. Vice-Chairman Woerner seconded. The motion carried unanimously.

Solicitor Battersby said the revised easement for 1977 Mount Hope Road was reviewed and the Township Engineer will send to the new owners. It was mentioned that the 415 Iron Springs Road property which was sold has Roll Back Taxes assessed by Adams County for Clean and Green.

Vice-Chairman Woerner motioned to approve the Solicitors Report. Supervisor Reamer seconded. The motion carried unanimously. Solicitor left the meeting at 7:16 PM

**Old/New Business:** Vice-Chairman Woerner motioned to appoint Richard Haywood as employee with the Road Department at a salary of \$19 per hour, with a 90-day probation period. Supervisor Reamer seconded. The motion carried unanimously. Two candidates withdrew applications and one will not be offered position. Board consensus to again use Indeed to search for additional help.

Vice-Chairman Woerner motioned to approve the request and send letter regarding the Tour de Frederick event scheduled for June 10, 2023, which will pass through the Township. Supervisor Reamer seconded. The motion carried unanimously.

**Road Report:** Roadmaster Herr said his report will be forthcoming the end of this week.

Roadmaster Herr said he met with J&J Center in Somerset to review upfit. He did ask for a slid-out step and expects build to be July 31<sup>st</sup>.

Roadmaster Herr said Kinsley Construction will be paving next week on Cold Springs and Moritz Roads.

Roadmaster Herr stated Deb Musselman, ACCD directed the dirt and gravel grant application to include in-kind labor.

Roadmaster Herr stated pipe replacement is needed at 683 Mt. Hope Road. He said road mower bearings have to be replaced at a cost of approximately \$600.00 and he has ordered. He stated Leon Baker Jr will be off from August 2 until the first of year, will not be able to mow cemetery.

Vice-Chairman Woerner motioned to approve the Roadmasters Report. Supervisor Reamer seconded. The motion carried unanimously.

**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 May showed income of \$433,991.95 expenses of \$522,565.53 and net after transfers -\$51,426.42. Vice-Chairman Woerner motioned to accept the Treasurers Report and approve all expenditures for the month of May. Chairman Deardorff seconded. The motion carried unanimously.

Supervisor Reamer motioned to approve renewal of QuickBooks payroll for \$650. Vice-Chairman Woerner seconded. The motion carried unanimously,

Supervisor Picarelli motioned to approve Audit Report for 2022 by RKL and to advertise. Vice-Chairman Woerner seconded. The motion carried unanimously.

**Secretary's Report:** Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in their packets. She stated follow up for bid packages, paperwork for pre-employment physical and drug screen, insurance updated for new truck and CDL employee, photos pulled from cameras for Carroll Valley Police, preparation for elections and follow up for ACATO.

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

**Planning Commission Report:** Discussion of Zoning Amendments, Chairman Deardorff motioned to move forward amendments pending comments from Township Engineer and Planning Commission. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motion to approve revisions with Township Engineer and Secretary Garretson and forward to Adams County Planning & Development for review. Vice-Chairman Woerner seconded. The motion carried unanimously.

**Zoning Officer's Report and Code Enforcement Officer's Report:** Supervisor Gordon reported Zoning Officer had twelve zoning inquiries, one building inspection, and issued three permits. Code Officer report showed one visit to French Lane.

**Joint Parks and Recreation Commission Report:** Supervisor Reamer said work on rain garden, paving at the Park, and the pergola done. Willow Works invoice is being held for the completion, as two pieces missing. She said Greenspace grant and second half of Adams Electric pledge should be received shortly.

Supervisors presented plaque to thank Supervisor Reamer for all her work with the Community Park.

**FEMA Report:** None.

**Fire Company Reports:** Supervisor Gordon reported Cashtown Fire Company has 31 calls in May with one in Township, Fairfield Fire Company report 96 calls year to date, 26 calls in May, with 1 in Township; AREMS March report 765 calls with 13 in Township and April 754 calls with 13 in Township.

Vice-chairman Woerner motion to approve box cards changes as requested by South Mountain Fire Company. Supervisor Picarelli seconded. The motion carried unanimously.

Chairman Deardorff said plaques to be presented to Fairfield Fire Department and Cashtown Fire Company for 100 years of service and to thank at their next meeting.

**Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO):** COG no report. Supervisor Gordon executive meeting to be held June 14th. ACATO will host secretaries' lunch and convention, and a survey sent out regarding flagger training, which Secretary Garretson said she has eight people so far.

**York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC):** Supervisor Gordon said ACTCC for June canceled, and joint meeting scheduled for July 31, 2023 YATB and ACTCC.

**Pennsylvania State Police Report.** Supervisor Gordon reported 31 calls for May with 4 school checks.

**Special Notices:** Penn Dot to sealcoat Carrolls Tract Road.

**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 – June 13, 2023
- Zoning Hearing Board Meeting – June 14, 2023
- Zoning Hearing Board Meeting – June 19, 2023
- Board of Supervisors Meeting – June 20, 2023
- Planning Commission June 27, 2023

**Adjournment:** Vice-Chairman Woerner motioned to adjourn at 7:55 PM. Seconded by Supervisor Gordon. The motion carried unanimously.

**Executive Session:** meeting for legal matter started 7:56 PM adjourned 8:12 PM.

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Nina Garretson  
Secretary/Treasurer

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J. Edward Deardorff  
Chairman