

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

October 1, 2013

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

Supervisors Present: Robert L. Gordon, Coleen N. Reamer, James E. Grinder, Harry Rood and Douglas Woerner.

Staff Present: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., EMA Coordinator Don Wills, and Deputy EMA Coordinator Sam Ginn.

Public Present: Chad Ebersole of Parks Garbage Service, Inc., Kevin Brown, April Hewitt, Jack Powell of Jack N. Powell, PE Inc., Matt Watson, Larry Fowler, Ray Aughinbaugh, Bob Sharrah of Sharrah Design Group, Inc., and Rick Fulton of the *Emmitsburg News Journal*.

Approval of the Agenda: The Board unanimously approved the Agenda with the addition of the consideration of the Iron Springs Plaza Land Development Plan under the Solicitors Report and the consideration of guide rails under Old/New Business.

Public Comment: None at this time.

Approval of the Minutes: Supervisor Woerner motioned to accept the September 3, 2013 Board of Supervisors Meeting Minutes. Vice-chairman Reamer seconded. The motion carried unanimously. Vice-chairman Reamer motioned to accept the September 26, 2013 Board of Supervisors Workshop Meeting Minutes. Supervisor Rood seconded. The motion carried. Supervisor Woerner abstained as he was not present at the Workshop. There was an Executive Session following the September Board of Supervisors meeting to discuss a legal and personnel matter.

Solicitor's Report: Mr. Sharrah updated the Board with the status of the Iron Springs Plaza Land Development Plan. It was noted that the Township Engineer and Township Traffic Engineer reviewed and found satisfactory, the revised plan submission, and that all outstanding comments have been addressed. Vice-chairman Reamer motioned to have Chairman Gordon execute Resolution 2013-15 which will allow the Chairman of the Board to authorize and submit an application for Traffic Signal Approval to the Pennsylvania Department of Transportation on behalf of Hamiltonban Township. Supervisor Woerner seconded. The motion carried unanimously. Supervisor Woerner motioned to authorize Chairman Gordon to execute PennDot Form M-950AA, Applicant's Authorization for Agent to Apply for Highway Occupancy Permit and authorize Chairman Gordon to execute PennDot Form TE-160, Application for Traffic Signal Approval. Vice-chairman Reamer seconded. The motion carried unanimously. Even though the traffic signals are for the Iron Springs Plaza Development, the Township has to be the applicant.

Solicitor Battersby continued his formal report by adding a Conditional Hearing Application has been submitted by Adams County to the Township for the construction of a emergency communications tower near the intersection of Cold Springs and Teaberry Roads. Adams County has an executed agreement for a Right of Way in Michaux State Forest. This tower for emergency services only and is not the same as a cell tower. The Conditional Hearing is scheduled for Thursday, October 31, 2013. Supervisor Woerner motioned to accept the Solicitor's Report. Supervisor Rood seconded. The motion carried unanimously.

New/Old Business: Supervisor Rood motioned to approve the Kevin Brown Land Development Plan as recommended by the Planning Commission and Township Engineer as all conditions have been met. Supervisor Woerner seconded. The motion carried unanimously.

Ms. Hewitt, Mr. Brown, Mr. Powell, Mr. Sharrah and Solicitor Battersby left the meeting at 7:19 PM.

Supervisor Woerner motioned to award the Waste Collection Bid to Parks Garbage Service - Option 3. Supervisor Rood seconded. The motion carried unanimously. The contract is for three years.

Mr. Ebersole left the meeting at 7:23 PM.

Supervisor Woerner motioned to distribute the Volunteer Fire Relief Association funds to Fountaindale Volunteer Fire Company, Fairfield Fire & EMS, South Mountain Volunteer Fire Department and the Cashtown Community Fire Department. The departments will receive 50%, 30%, 10% and 10%, respectively. Vice-chairman Reamer seconded. The motion carried unanimously.

Supervisor Woerner motioned to have the Solicitor prepare a Memorandum of Understanding for the four fire companies that serve Hamiltonban Township. Vice-chairman Reamer seconded. The motion carried unanimously. This action was recommended through the Fire Services Study.

Vice-chairman Reamer motioned to accept the Scope of Services from Wm. H. Hill & Assoc., Inc. as presented to prepare a Township wide 537 Plan with a cost to the Township of \$70,000 over two years. Supervisor Woerner seconded. The motion carried unanimously. This is required by the Department of Environmental Protection.

Chairman Gordon motioned to include \$81,180 in the 2014 State Liquid Fuels budget to repair the bridge on Gum Springs Road and to have the Township Engineer prepare bids in the second quarter of 2014 for the bridge repair. Supervisor Woerner seconded. The motion carried unanimously. There is hope that in 2014, Federal grant funds will become available if the Transportation Bill is passed.

Chairman Gordon motioned to accept the low bid for a guide rail to be installed at the culvert on Cold Springs Road from L.S. Lee, Inc. for \$6,500. Vice-chairman Reamer seconded. The motion carried. Supervisor Grinder voted against motion. A discussion followed.

Treasurer's Report and Formal Approval of all Expenditures for the Month:

Secretary/Treasurer Feiler submitted her formal report prior to the meeting along with the September Check Detail report. The Board reviewed the September financial statements. Supervisor Woerner motioned to approve all expenditures for the month of September and accept the Treasurer's Report. Supervisor Grinder seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report prior to the meeting. She added that in an effort to save money, unless requested by a Supervisor, the Resolution and Ordinance books will no longer be updated for each Supervisor as all the Resolutions and Ordinances are on the website. Supervisor Woerner motioned to accept the Secretary's Report. Supervisor Grinder seconded. The motion carried unanimously.

Road Report and Sewer Report: Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. The Board reviewed the report and asked questions. There was also a discussion regarding the Township Boundary sign on Route 116 that needs to be moved so that it is on the actual boundary line and a question came up as to why the Carroll Valley Police Department's speed control lines are painted within the Township on Route 116. Supervisor Grinder volunteered to contact Carroll Valley. Supervisor Woerner motioned to accept the Road Report. Supervisor Grinder seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. The Board reviewed and discussed the report. Roadmaster Harbaugh added that there were more repairs that needed to be done to the Lagoon #1 liner than anticipated. Supervisor Rood motioned to accept the Sewer Report. Supervisor Woerner seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission meeting minutes for September were distributed to the Board prior to the meeting. Action was made on Planning Commission items under the Solicitor's report and Old/New Business.

Recreation and Parks Commission (RPC) Report: Draft RPC meeting minutes for September were distributed to the Board prior to the meeting. No action was needed.

EMA Report: EMA Coordinator Don Wills mentioned that he and Sam attended the annual Pipeline Dinner and that it was very informative. Supervisor Woerner motioned to accept the EMA Report. Supervisor Grinder seconded. The motion carried unanimously.

Fire Company Reports: No reports were submitted. Sam Ginn representing the Fountaindale Volunteer Fire Department mentioned that Fountaindale responded to thirteen calls in September and that on October 26th, Fountaindale in conjunction with Fairfield Fire & EMS will be hosting a Wing Feed at the Fairfield Fire Hall.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of September prior to the meeting. The Board reviewed the report and noted that one zoning permit and three building permits were issued. Supervisor Woerner motioned to accept the Zoning Officer's report. Supervisor Rood seconded. The motion carried unanimously.

Code Enforcement Officer's Report: No formal report was submitted for the meeting. Mr. Gardiner keeps the Board posted via regular emails.

Public Comment: Mr. Aughinbaugh read and presented a letter and petition, signed by the majority of residents living in the BB section, asking that the Board set aside funds in the 2014 budget specifically to improve the roads in the BB section and to prepare a five or seven year road improvement plan for the BB section. The Board will take Mr. Aughinbaugh's comments into consideration.

Special Notices: A conditional hearing is scheduled for October 31, 2013 for an emergency communications tower to be constructed near the intersection of Cold Springs and Teaberry Roads. The Conditional Hearing Application was submitted by Adams County.

Halloween will be celebrated on Thursday, October 31, 2013 from 6:00 PM to 8:00 PM.

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.

- Recreation and Parks Commission - October 9, 2013.
- Planning Commission - October 22, 2013.
- Board of Supervisors Workshop - October 31, 2013.
- Board of Supervisors - Wednesday, November 6, 2013 (Day after Election Day)

Adjournment: At 8:25 PM Supervisor Woerner motioned to adjourn the meeting. Supervisor Grinder seconded. The motion carried unanimously.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman