

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
**Board of Supervisors Regular Meeting Minutes**  
March 4, 2025

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.

**Call to Order:** The meeting was called to order by Chairman J. Edward Deardorff at 7:00 PM on March 4, 2025 in the Hamiltonban Township Meeting Room. The Pledge of Allegiance was recited by all.

**Announcements:** None

**Approval of Agenda:** A motion to approve the agenda as stated was made by Supervisor Woerner, Second by Supervisor Spence. Motion passed unanimously.

**Attendance:** A quorum was achieved with Chairman Deardorff, Supervisor Picarelli, Supervisor Reamer, Supervisor Woerner & Supervisor Spence were all in attendance.

**Public Comment:** None

**Approval of Minutes:** Motion to approve the minutes of February 4, 2025 made by Supervisor Woerner, second by Supervisor Reamer. Motion passed unanimously.

**Also Attending:** Secretary Noel, Roadmaster Herr & Solicitor Battersby. John Runge from Gordon Brown & Associates, Steve Chronister owner of Gettysburg National Golf Course were in attendance.

**Solicitors Report:**

Solicitor Battersby asked for some direction from the board as to whether they are still insisting that Blue Ridge Sportsman's Association remove the RV's & campers by mid-April? The chairman spoke on behalf of the board stating that yes, they still have to remove everything by the April 4, 2025 deadline. Supervisor Reamer stated that their plan deadline is March 26, 2025 for which they have asked for a 90-day extension.

Solicitor Battersby mentioned that representatives from Gettysburg National were in attendance he was assuming to address the waivers they are requesting so he will address their concerns. Supervisor reamer stated they were in front of the Planning Commission and now they are before the Board of Supervisors. John Runge from Gordon Brown & Associates introduced himself to the Board as well as the other gentleman with him. He stated that this project has some history to it as it has been going on for a while. There have been many different phases that have brought them to where they are today. In the past they have met with the board, planning commission, zoning officer and the township engineer at that time getting input on their plan. Mr. Runge indicated at that time it was discussed that some concessions would be needed from Hamiltonban Ordinances in order to execute the plan and nothing was ever said so they brought it before the board. He wasn't sure if it was the current board of supervisors but at least 2 current supervisors

were on the board at that time. He stated that they brought their conservation by design plan to the board and it was accepted. Mr. Runge stated that they did their due diligence and went through the process and that is what they were moving forward with. Mr. Runge stated that 2 months ago there was a joint meeting with the supervisors and the planning commission where they presented their waivers. At that meeting with the mixture of the two boards no one felt comfortable making an official decision or even indicating that the waivers would be considered. Mr. Runge said he was told to make an official submission of the waivers and that is what they have done. Solicitor Battersby asked Mr. Runge if he had received the letter from the township engineer dated February 24, 2025 for which his reply was no. After lengthy discussions between the Board of Supervisors, Solicitor Battersby and the Representatives from Gettysburg National Golf Course it was decided that due to the fact that the Golf Course had not received the engineer's comments that a separate meeting would be scheduled to review the waiver requests and comments. This meeting was scheduled for March 18, 2025 at the Board of Supervisors workshop meeting which is not a decisional meeting but rather a discussion meeting.

Supervisor Spence told the Solicitor that Petrus Holdings is not in compliance with the Orchard ordinance after purchasing parts of the Fitz orchard. They have not started to push any of the trees over however other purchasers of part of the farm have started pushing theirs over. Solicitor Battersby asked when the property was purchased and it was stated 2 months ago. Supervisor Spence indicated that he was informed that Petrus Holdings has contacted a grower to possibly revitalize their portion of the orchard and grow fruit. Solicitor Battersby stated that they have until April 8<sup>th</sup> to do something with the orchard and thereafter fines will commence.

Blue Ridge Sportsman Association 90-day extension request from Lee Royer dated 2-25-2025. Chairman Deardorff made a motion to grant the 90-day extension with the reminder that the deadline to remove the campers is still in effect. Second by Supervisor Woerner. Motion passed unanimously.

A motion was made by Vice Chairman Woerner to accept the Solicitors report. Second by Supervisor Picarelli. Motion passed unanimously.

#### **Old/New Business:**

- Lightning Trail properties were sold and settled on 2/28/2025 with an agreement that when weather permits the Roadmaster will install 2 driveway aprons.
- Consideration for township auditors pay increase from \$10.00/hr. to \$18.00/hr. was discussed and agreed upon. Chairman Deardorff made a motion to increase the auditors pay as stated. Second by Supervisor Woerner. Motion passed unanimously. This will need to be executed by resolution for which the secretary will prepare for the next meeting in April.
- Draft of Ordinance for increase in Supervisors Compensation was reviewed and approved for advertisement with a hearing date of April 1, 2025. Chairman Deardorff made a motion for the secretary to draft the ordinance and advertise a hearing. Second by Supervisor Reamer. Motion passed unanimously.
- A road repair tour was scheduled and agreed upon by the Supervisors & Roadmaster to commence on April 1, 2025 at 3:30 pm.
- Discussion of Abandoned Orchard Ordinance, Petrus Holdings noncompliance was addressed in the solicitor's report.

**Roadmaster's Report:**

- February Road Report was reviewed.
- Light Pole at the office was knocked down by a tree in high winds and an estimate was received that is pretty high. The Roadmaster is going to check any other possible options to keep the cost down.
- Window repairs at the shop are needed as the rubber seals are cracked and will be replaced/ repaired by the Roadmaster and Crew.
- Work Updates- Boom mowing & brush trimming is happening now and should be completed in a week or so.
- Garage Doors repairs have been completed.
- Heater updates- The new ones are supposed to be here some time this month as they were on backorder.

A motion was made to approve the Roadmasters report made by Supervisor Woerner. Second by Supervisor Spence. Motion passed unanimously.

**Secretary/Treasurer Report:**

- Financial reports were supplied to the Board by the secretary.
- Audit Findings- 2024 DCED audit is almost complete with multiple reviews needed before finalization.
- Bond Requirements, the secretary's bond is up for renewal the surety has renewed for another year however in the future they want more detailed information with the audit that the Township does require from the auditors. It was decided that prior to the next renewal we will seek out another company.
- Payroll processing will be taken over by the secretary as of April 1, 2025.
- Septic updates- Only one resident has not pumped in District 3.
- Cashtown Community Fire Department request for Fire Tax fund distribution. Chairman Deardorff made a motion to approve and distribute the requested funds to Cashtown Community Fire Department. Second by Supervisor Reamer. Motion passed unanimously.
- Supervisor Reamer made mention that the Office Assistant, Laverne who has the task of handling the septic pumping letters and addressing the ones that have not pumped is doing an amazing job. The township has never had such a low number of unpumped at the close of a district's pumping schedule and she feels we have her to thank for that.

A motion to approve the secretary's report made by Vice Chairman Woerner. Second by Supervisor Reamer. Motion passed unanimously.

**Planning Commission Items:**

- Carmel of Jesus, Mary & Joseph revised/ updated plan. Planning Commission recommends conditional approval of this revised plan per Keller Engineering correspondence dated February 24, 2025, which includes stormwater management approval from Liberty Township, approval from the HBT Zoning Officer and comments from ACP&D.

Motion to conditionally approve the revised plan for Carmel of Jesus, Mary & Joseph made by Chairman Deardorff. Second by Supervisor Woerner. Motion passed unanimously.

- Petrus Holdings- 2345 Cold Springs Road. Zoning Map Change. The Planning Commission recommends that Lot 1 and Lot 2 be rezoned from Agriculture Presentation

to Land Conservation and would like Board of Supervisors start the formal process for the zoning map change.

Supervisor Reamer made a motion to start the rezoning process as recommended by the Planning Commission. Second by Supervisor Spence. Motion passed unanimously.

- **Code Officer:** Need to remind Tim that Supervisor reamer will assist him with setting up his computer records.

**Zoning/Building/UCC (PMCA):**

- Zoning Hearing set for March 27, 2025 for Darwin Cook 3485 Bullfrog Road. The resident is seeking a variance to allow two single family detached dwellings for in-law quarters.

**Parks and Recreation:** Kite Day is April 12, 2025.

**FREMA:**

- Draft of resolution for succession of officers during a disaster was presented to the Board of Supervisors. A motion was made by Supervisor Woerner to adopt the resolution of succession of officers during a disaster. Second by Supervisor Spence. Motion passed unanimously.
- An updated Emergency Operation Plan Adopted 2-17-2025 was provided to all of the board members for reference.

**Fire Company Reports:** Fairfield had 8 calls in Hamiltonban in the month of January 2025.  
AREMS had 5 response calls in Hamiltonban in January 2025.

**ACCOG and ACATO:**

**YATB:** No report

**PA State Police:** Call summary- 2 false alarm, 4 cancelled call, 1 Criminal Mischief, 2 License and Reg seizure, 2 Domestic security Check-House of Worship, 2 Domestic security Check-School, 1 Found Item, 1 Identity theft, 2 School Bus Spot check, 2 Assist another agency, 3 Road Hazard Animal debris, 1 Speech, 1 Suspicious person, 1 DUI, 2 traffic Stops

**Discussion Items:**

**Special Notices:**

**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:

Planning Commission Meeting – February 25, 2025  
Board of Supervisors Meeting- March 4, 2025  
Parks & Recreation Meeting- March 11, 2025  
Board of Supervisors Meeting March 18, 2025

Motion to adjourn the meeting at 8:50 pm by Supervisor Woerner. Second by Supervisor Spence.  
Motion passed unanimously.

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J. Edward Deardorff / Chairman

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Lynda Noel / Secretary