

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

September 6, 2022

At 7:00 PM Supervisor Deardorff called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. He announced 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 David B. Martin. Robert L. Gordon excused.

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

Public: Bob Sharrah of Sharrah Design Group.

Approval of the Agenda: Vice-Chairman Woerner motioned to approve agenda. Supervisor Reamer seconded. The motion carried unanimously.

Public Comment: None.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the August 16, 2022 Board of Supervisors Budget Workshop and Regular Meeting minutes. Supervisor Reamer seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby said he met with Supervisor Reamer regarding contracts and agreements to be reviewed for the Hamiltonban Community Park for the next stage of improvements. He stated he needs to certify title and asked for easements, which Secretary Garretson found and provided the driveway agreement with Liberty Worship Center. Chairman Deardorff motioned to approve to have Solicitor contract for title search with a cost of approximately \$125.00. Vice-Chairman Woerner seconded. The motion carried unanimously.

Solicitor Battersby reviewed draft of second letter for 645 Mount Hope Rd – Aquino and is okay to send regarding driveway and permit.

Vice-Chairman Woerner motioned to approve the Solicitors report. Supervisor Martin seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:37 PM.

Road Report: Roadmaster Herr's report was received by the Board in the Board packets prior to the meeting. He said Moritz Road is now widen and edges paved. Complaint received from Moritz Road residents but has been abated.

Roadmaster Herr suggested to wait and order mower next year. Board agreed by consensus. Chairman Deardorff motioned to approve lift and chipper rental at a cost of \$4,445.00 for month from Best Line. Vice-Chairman Woerner seconded. The motion carried unanimously.

Discussion of site view at intersection of Carrolls Tract and Mount Hope Roads. Vice-Chairman Woerner motioned to send letter to 96 Carrolls Tract Road – Hertz that trees must be trimmed to 10 feet to allow site line due to complaints received. Supervisor Martin seconded. The motion carried unanimously.

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 for August. She said the General Fund shows income of \$807,056.16, expenses of \$626,356.41 and net after transfers \$7,853.15. Vice-Chairman Woerner motioned to approve her report and pay all expenditures for the month. Supervisor Martin seconded. The motion carried. unanimously.

Secretary Garretson asked for discussion on purchase of 2023 Mack Truck and how the Board wished to finance. Board instructed her to investigate State Loan at 2% and rates of several banks and possible lease purchase.

Secretary's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in their packets, along with September and October calendars. She reported completing FHWA 536 report, processing solicitor letters regarding those not in compliance with septic pumping and inspections, and follow-up and preparation of MMOs for pension plans, along with normal monthly duties

Secretary/Treasurer Garretson submitted to the Board memos and calculations for 2023 Minimum Municipal Obligation for the Police and Non-Uniform Pension Plans. Supervisor Reamer motioned to accept the MMOs for Non-Uniform Pension of \$13,697.02 and Police Pension of \$0. Vice-Chairman Woerner seconded. The motion carried unanimously.

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

Old/New Business: Chairman Deardorff motioned to approve excusal extension request for 1291 Jacks Mountain Road – Weikert as they state they have approved hauler scheduled for September 7th. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to approve excusal extension request for 3737 Fairfield Rd - Charlton as they state they have approved hauler scheduled for September 9th. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to deny excusal request for 240 Tapeworm Lane – Surla, as advised by Solicitor Battersby who said they need to provide Township with letter from SEO this is approved use and is exempt from pumping. Chairman Deardorff seconded. The motion carried unanimously.

Discussion of District IV septic pumping and inspection report of those in non-compliance. Secretary stated she is still receiving paperwork and calls from approved haulers. Tabled until October meeting.

Supervisor Reamer motioned to continue to carry the Township Secretary on the current Capital Blue Cross Health Plan until the end of this contract which ends November 30, 2022. Vice-Chairman Woerner seconded. The motion carried. Board advised Secretary to check into PSATS health plans for Medicare. Discussion about keeping the Capital Blue Cross for the other employees but to check on brokers.

Chairman Deardorff motioned to register Chairman Deardorff, Supervisor Reamer, Supervisor Gordon and Secretary Nina Garretson to attend the PSATS Fall Forum on October 11th in Gettysburg at a cost of \$99 each. Vice-Chairman Woerner seconded. The motioned carried unanimously.

Planning Commission Report: Supervisor Reamer motioned to approve a 90-day extension for 1765 Mt. Hope Road – Michael & Shirley Sites subdivision plans until December 2022. Vice-Chairman Woerner seconded. The motion carried unanimously.

Discussion of revised plans, Bob Sharrah of Sharrah Design Group stated the property owner of 1765 Mt. Hope Road – Michael & Shirley Sites, redesigned with shared driveway. He has been in touch with Rusty Ryan at the Adams County Conservation District and if developed would need a NPDES Permit. He told the Board it is an 87.5-foot setback, which the requirement calls for 100 feet on panhandle requirement. Supervisor Reamer motioned to approve with conditions, driveway maintenance agreement be effected and

approved by Township Solicitor, and that all remaining items within the review letters be satisfactorily addressed to the Township. Vice-Chairman Woerner seconded. A roll call vote taken and the motion carried unanimously. Mr. Sharrah left the meeting at 7:37 PM.

Zoning Officer's Report and Code Enforcement Officer's Report: Secretary Garretson said Zoning Officer report showed he issued five permits. Code Officer reports for July and August received. She said the property at 401 Mt Hope Road has been cited. Vice-Chairman Woerner motioned to approve the Zoning Officer and Code Officer reports. Supervisor Martin seconded. The motion carried unanimously.

Chairman Deardorff stated he did attend the two Zoning Hearing Board meetings held August 29, 2022.

Joint Parks and Recreation Commission Report: Chairman Deardorff thanked the Joint Parks and Recreation Commission for hosting picnic. Supervisor Reamer said that it should be held during the week rather than over the weekend.

Supervisor Reamer said she is completing KPN/Clark documents and contracts to be finalized with Engineer and Solicitor and prepared for Chairman's signature.

FREMA Report: Supervisor Martin said FREMA will have table at Pippinfest.

Fire Company Reports: Supervisor Reamer reported Cashtown Fire Company report received and Fairfield Fire Company invitation to Awards Banquet and 100th Anniversary Celebration.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Chairman Deardorff motioned to approve Secretary Garretson attend ACATO secretaries' luncheon and meeting September 28th. Vice-Chairman Woerner seconded. The motion carried unanimously. No further discussion.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): None

Pennsylvania State Police Report. None.

Special Notices: None.

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 – September 13, 2022
- Board of Supervisors Budget Workshop – September 20, 2022 at 6:00 pm
- Board of Supervisors Meeting – September 20, 2022
- Planning Commission – September 27, 2022

Adjournment: Vice-Chairman Woerner motioned to adjourn at 7:58 PM. Seconded by Supervisor Reamer. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman