

## Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

April 3, 2018

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, LuAnn M. Dille, Robert L. Gordon and David B. Martin.

**Staff:** Solicitor Matthew Battersby, and Secretary/Treasurer Nina Garretson. **Commission Members:** Laura Morgan

**Public:** Mary Roeder, Bill Summers, Josh Donaldson, Cliff Frost, Duane Williams, Clyde McClain, Mike Pue, Betty Pue and Josh Gastley. Maurice Brown, George Harbaugh, John Messeder of the *Gettysburg Times* and others were present but failed to sign in.

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

### **Public Comment:**

Laura Morgan, 1758 Carrolls Tract Road appealed to the Board to maintain the FaceBook page. She feels it is a valuable and useful tool for communication for the Township. Chairman stated that a motion will be made later in the agenda addressing the FaceBook page. (see Joint Parks & Recreation)

Mary Roeder, 799 Fairfield Station Road inquired why the Township needed to rent a Boomlift to trim trees. She also stated regarding the Draft Zoning Ordinance that she hopes there are no changes as she loves living in Hamiltonban Township. She also inquired about a fire on Beechwood Drive. Chairman Deardorff said the Township will rent the boomlift for one month, and is responsible to maintain and keep the roads clear. He said the fire was contained to an oven and that the fire department responded.

Betty Pue, 341 Fairfield Station Road also inquired why it was necessary to have the Road Department trimming trees. Chairman Deardorff explained that the utility companies only clear their lines and that the Township must maintain the roads. She asked if we worked with other Townships to obtain better pricing for materials and services. Chairman Deardorff stated we do work with other municipalities and that we also work through CoStars.

**Approval of the Minutes:** Vice-Chairman Woerner motioned to approve the minutes of the March 6, 2018 Board of Supervisors Meeting; the March 29, 2018 Board of Supervisors Workshop Meeting Minutes; and the March 26, 2018 Joint Special Workshop Meeting Board of Supervisors and Planning Commission. Supervisor Gordon seconded. The motion carried.

**Solicitors Report:** Solicitor Battersby stated he attended two hearings regarding septic pumping. The 697 Gum Springs Road resident was found guilty since he did not appear and a \$500.00 fine was levied. The second hearing for 60 Faith Lane was given ten (10) days by the magistrate to have the septic pumped. She notified the Solicitor and the Township Office she was scheduled March 19, but no paperwork has been received by the Township Office to verify the pumping. The Solicitor did review the Police Contract Agreement entered when the department was disbanded. Regarding the Fairfield School Districts request, the Township cannot enter into an agreement and cannot support financially. Clarification was again made for the Inter-Municipal Agreement with Franklin Township regarding the Hickory Bridge Road Bridge Project which Supervisors said should not include use of Hamiltonban Township equipment, nor additional engineering fees. It should strictly be a cost sharing of the bridge replacement. The Solicitor will contact the Franklin Township Solicitor to follow up with corrected agreement.

Supervisor Martin motioned to approve Solicitor Battersby to represent the Township at an April 24, 2018 Code Enforcement of our Nuisance Ordinance hearing for junk at 25 Mountain Lane. He will coordinate with Code Officer, Tim McCauslin. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to accept the Solicitors Report. Supervisor Martin seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:19 PM.

**Road Report and Sewer Report:** Roadmaster Herr's report was received by the Board in their Board packets prior to the meeting. Chairman and Road Coordinator Deardorff reported the estimates for seal coating for Bullfrog Road, Mt. Hope Road, in the BB Section Thunder Trail, Scotch Trail, Rum Trail and at 4020 Shop, all of which will include stormwater management and base repair. The boomlift will be rented for one month mid April; they will begin anti-skid clean up after next week; the second zone in the sign reflectivity phase has been completed; cold patching continues as needed; and they have prepared for the Road Audit.

Vice-Chairman Woerner motioned to approve the rental of a Boomlift at a cost of \$1,565 (last years cost) plus insurance for a one month period beginning mid-April. Second by Supervisor Gordon. The motion carried unanimously.

Supervisor Dille motioned to approve proceeding with bids and advertising for materials including stone, road oil, fuels diesel and gas, propane and heating oil and other road materials. . Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to conduct a Road Audit on Saturday, April 14, 2018 from 7:00 AM to 11:00 AM and to advertise such. Supervisor Martin seconded. The motion carried unanimously.

Supervisor Dille motioned to have the locks changed at the Township Office and to update the current log for those issued keys. Supervisor Martin seconded.. The motion carried unanimously.

Vice-Chairman Woerner motioned approve Resolution 2018-07: A Proclamation to designate April 811 Safe Digging month. Seconded by Supervisor Gordon. The motion carried unanimously.

**Treasurer's Report and Formal Approval of all Expenditures for the Month:** Secretary/Treasurer Garretson submitted her formal report prior to the meeting for the Board of Supervisors review along with the March 2018 financial statements for all accounts. Supervisor Dille motioned to approve all expenditures for the month and accept the Treasurer's Report. Vice-Chairman Woerner seconded. The motion carried unanimously.

**Secretary's Report:** Secretary/Treasurer Garretson submitted her formal report prior to the meeting. Supervisor Dille motioned to accept the Secretary's Report. Vice-Chairman Woerner seconded. The motion carried unanimously.

**New Business:** Supervisor Dille motioned to approve sending a letter of support for the Fairfield Recreation Association's Opening Day Parade for Little League Baseball. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve the excusal request for septic pumping submitted for 581 Starr Lane, since none exist on property. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Martin motioned to deny the excusal request submitted for 20 Mickley Lane as the interval would be too long between pumpings to keep on the District 2 schedule. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motioned to proceed with application with PennDOT for a pedestrian crossing sign for use by the Fairfield School District. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approved to award the maintenance contract for the heating systems for the 4020 Shop and Township Office building to Franz Plumbing & Heating. Roadmaster Herr had obtain quotes from Aero Oil and Shipley Energy declined. Supervisor Martin seconded. The motion carried unanimously.

**Planning Commission Report:** None.

Supervisor Dille motioned to grant 120 day extension request of revised plans for 1661 Cold Springs Road - Kalathas Subdivision plans submitted by Beyond All Boundaries. Supervisor Gordon seconded. The motion carried unanimously.

**Joint Parks and Recreation Commission Report:** Draft Joint Parks and Recreation Commission minutes for March were distributed to the Board prior to the meeting.

Supervisor Gordon motioned to appoint KPI, Inc., 134 Carlisle Street, Gettysburg, PA as the Engineer for the Hamiltonban Township and Fairfield Borough Joint Parks & Recreation Commission. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to reject the proposal for a volunteer to maintain the Hamiltonban Township FaceBook Page, and to appoint Supervisor D. Brad Martin to maintain current page for a trial period of six months. Supervisor Dille seconded. The motion carried.

**EMA Report:** None.

Supervisor Martin motioned to proceed with the process to join the Fairfield Regional Emergency Management Association (FREMA), as recommended by the Hamiltonban Township EMA Coordinator and Deputy. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

**Fire Company Reports:** Fairfield Fire Company, South Mountain Fire Company and Cashtown Fire Company reports received by the Board prior to the meeting. No further discussion.

**Zoning Officer's Report and Code Enforcement Officer's Report:** Zoning Officer submitted a formal report for the month of March prior to the meeting, and included the Code Enforcement Officer's report. Supervisor Gordon noted that is showed a sign permit, well permit, two zoning permits, and one building permit issued. The Code Officer's report showed the school buses on Bullfrog Road have been removed, as well as junk cars on Mt. Hope Road. He also has investigated junk vehicles on Zoo Road. Vice-Chairman motioned to accept the Zoning Officer's and Code Officer's reports. Supervisor Gordon seconded. The motion carried unanimously.

**Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO):** Supervisor Gordon reported the COG meeting was cancelled due to weather, and the ACATO treasurer from Reading Township has resigned, but the Secretary from Liberty Township volunteered to serve. No further discussion.

**York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC):** Supervisor Dille said no meetings - no report.

**Pennsylvania State Police Report.** Supervisor Gordon said the February report showed 34 calls. No March report.

**Special Notices:** 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 via a notice on the office door.

- Parks and Recreation Commission - April 10, 2018.
- Municipal Sewer Authority - April 18, 2018
- Planning Commission - April 24, 2018.
- Board of Supervisors Workshop - April 26, 2018.
- Board of Supervisors Meeting May 1, 2018

**Public Comment:** George Harbaugh, 103 Iron Springs Road asked the Board why safety lights are being considered on State Roads. Chairman Deardorff said that the safety lights, many of which were installed years ago, are at stop signs, intersections and where there is poor visibility. He stated the Township does not have any jurisdiction regarding signs on State Roads. The Township is responsible for the safety of the School District. George reported the School sign has been down since December. Supervisor Gordon will report this to the School District. Supervisor Gordon clarified that the junk vehicles problem was resolved for a property on Mt.

Hope Road and that the Township is pursuing a legal action against another property owner regarding junk in the Township.

Maurice Brown, 364 Mt. Hope Road addressed the Board and stated he felt the \$500 fine for not pumping septics was too high. Supervisor Dille said originally it was \$1,000.00 but the Board reduced the fine to \$500.00. Chairman and Road Coordinator Deardorff explained the Act 537 Ordinance was in compliance with the Department of Environmental Protection and mandated. It is a health and safety issue.

Chairman Deardorff stated the Board would now go into Executive Session for a legal matter. He thanked everyone for their service and stated that the Board continues to work as a team.

**Adjournment:** At 7:52 PM Vice-Chairman Woerner motioned to adjourn the meeting. Supervisor Martin seconded. The motion carried unanimously.

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Nina Garretson  
Secretary/Treasurer

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J. Edward Deardorff  
Chairman