

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Monthly Meeting Minutes
December 7, 2010

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public to the meeting. 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: Chairman Robert L. Gordon, Vice-chairman Coleen Reamer, Supervisor James E. Grinder, Supervisor Harry Rood, and Supervisor Douglas Woerner.

Commission Members Present: Planning Commission and Recreation and Parks Commission Secretary Doreen Premo.

Staff Present: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John Harbaugh, EMA Coordinator Don Wills, and Police Officer Juanita Larmer.

Public Present: Brad Woerner, Mark Whereley of Adams Community TV (ACTV), Dave Martin and Richard Ginn, III of the Fountaindale Fire Company, and Rick Fulton of the *Gettysburg Times*.

Approval of the Agenda: The Board of Supervisors unanimously approved the Agenda.

Approval of the Minutes: Supervisor Woerner motioned to approve the November 2, 2010 Board of Supervisors Meeting Minutes and the November 18, 2010 Board of Supervisors Workshop Meeting Minutes. Supervisor Rood seconded. The motion carried. Chairman Gordon noted that an Executive Session was held after the November 18, 2010 Workshop to discuss personnel and legal matters and on November 30, 2010 to discuss personnel matters.

Public Comments: Mr. Whereley thanked the Board for their support to the community media initiative. He answered questions from the Board regarding the PEG channel (Public, Education, and Government). The PEG channel broadcasts a community bulletin board on Comcast channel 19. New Oxford Borough is the designated channel's representative for Adams and York County. Mr. Whereley left the meeting at 7:10 PM.

Chairman Gordon read aloud the fire reports that were received from Cashtown Fire Company and South Mountain Fire Company. Chief Martin of the Fountaindale Fire Company submitted his report at the meeting. Fountaindale Fire Company has mailed their annual letter asking for donations; they normally receive a 22% response from this mailing. The Board strongly recommends that residents support the local fire companies and wants to remind everyone that donations to the fire companies are tax deductible.

Solicitor's Report: Solicitor Battersby submitted his formal report at the meeting. Solicitor Battersby received a letter from the Department of Environmental Protection (DEP) regarding the holding tank permit agreement for a Township resident. DEP is asking for some minor changes. Solicitor Battersby filed a citation on an illegal business operation on Cold Springs Road. Vice-chairman Reamer motioned to approve the Solicitor's Report. Supervisor Woerner seconded. The motion carried. Solicitor Battersby left the building at 7:25 PM.

Road Report and Sewer Report: Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. He added that he helped gather information for the submission of the Automated Red Light Enforcement (ARLE) Grant which if received will upgrade the Fairfield Area School Zone. Supervisor Woerner motioned to approve the Road Report. Supervisor Rood seconded. The motion carried.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. He noted that the Township saved about \$3,500 from last year's invoice for the pumping and cleaning of Lagoon #2 in which he assisted in. With the high rains last week, an above average amount of water was running through the sewer plant, there may be an infiltration problem that will be looked into. Vice-chairman Reamer motioned to approve the Sewer Report. Supervisor Woerner seconded. The motion carried.

EMA Report: EMA Coordinator Wills submitted his formal report at the meeting. He added that there was a Township EMA meeting earlier today to discuss the Emergency Operations Plan. He also added that the railroad lines are being worked on and there may be an increase of railroad traffic through the Township. Supervisor Woerner motioned to approve the EMA Report. Supervisor Rood seconded. The motion carried.

Planning Commission Report: Secretary Premo submitted her formal report at the meeting. Strawberry Hill Nature Preserve has not presented a formal plan as of yet. There was a Traffic Impact Scoping meeting regarding the proposed Iron Springs Plaza that was attended by Township's Traffic Engineering Firm and the Township's Planner Rob Thaeler. Supervisor Rood motioned to direct the Township Planner to work on the suggested changes to the Subdivision and Land Development Ordinances and Zoning Ordinance to better accommodate non-profit recreational and environmental educational facilities as related to his comments on the Strawberry Hill Nature Preserve's Master Site Plan. Supervisor Grinder seconded. The motion carried. Vice-chairman Reamer motioned to approve the Planning Commission Report. Supervisor Rood seconded. The motion carried.

Recreation and Parks Commission (RPC) Report: Secretary Premo submitted her formal report at the meeting. She noted that Pam Wiehagen, as of December 31, 2010, will be resigning from the RPC. The RPC also discussed the possibility of acquiring a piece of land for a park that would result from the creation of Iron Springs Plaza. Supervisor Rood motioned to approve the RPC report. Vice-chairman Reamer seconded. The motion carried.

Tax Collection Committee (TCC) Report: Alternate Delegate Premo submitted her formal report at the meeting. She reported that TCC officers were finally elected. Vice-chairman Reamer motioned to approve the TCC Report. Supervisor Woerner seconded. The motion carried.

New Business: Supervisor Woerner motioned to approve the Sewer Engineer's Scope of Work for the design and permitting proposal of the Orrtanna Wastewater Treatment Facility. Supervisor Rood seconded. The motion carried.

Supervisor Rood motioned to engage Architect Bink to assist with the Engineer's contract negotiation for the Township Campus Project at a cost not to exceed \$625. Supervisor Woerner seconded. The motion carried.

The Board discussed loan options for the financing of the Township Campus Project and concluded that they do not have enough information to make a motion accepting a loan option. Currently Musselman & Creager, LLP is researching the loan options.

Supervisor Woerner motioned to approve Resolution 2010-25, A Resolution to Adopt the 2011 Hamiltonban Township Budgets with a Real Estate Tax Rate of 1.2359 Mills. The real estate tax rate is the lowest recommendation from Adams County and this amount will not raise taxes. The Board expressed their concerns with how the county reassessment will affect taxes next year.

Supervisor Rood motioned to approve the distribution of the annual donation of \$11,500 to the local Volunteer Fire Companies. The allocation is as follows: Fountaindale Fire Company, \$4,887.50; South Mountain Fire Company, \$1,150.00; and Cashtown Fire Company, \$575.00. Fairfield Fire Company will receive \$4,887.50 providing that the Board receives written documentation from the Fairfield Fire Company on how they are spending the Township's donation, per the Second Class Township Code, by December 30, 2010. If no documentation is received then the remaining funds will be proportionately distributed to the remaining three fire companies. Supervisor Woerner seconded. The motion carried.

The motion to approve the annual donation to the Adams County SPCA was tabled due to the fact that more discussion is needed to make a sound decision. Presently, if the budgeted amount of \$500 is expended, the Township will not receive any services. The SPCA is asking for all municipalities to sign an Animal Control Services Agreement and for a minimum donation of \$0.50 per capita which would result in a donation of about \$1,100.

The Board acknowledged a proposal that was received for an addition to the Hamiltonban Township Agricultural Security Area.

Vice-chairman Reamer motioned to approve participation in the 2011 American Odyssey Relay on April 29 and 30, 2011. Supervisor Grinder seconded. The motion carried. This will be the third year that the Township has participated in the Relay that starts in Gettysburg, going through Hamiltonban Township and ending in Washington, DC. The Relay will not run on any private lanes.

Vice-chairman Reamer motioned with regret to accept Pam Wiehagen's resignation from the Recreation and Parks Commission effective December 31, 2010. Supervisor Rood seconded. The motion carried.

Chairman Gordon motioned to appoint Alan Patterson to the Recreation and Parks Commission. Supervisor Rood seconded. The motion carried. Mr. Patterson is the Executive Director of Camp Eder.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report prior to the meeting. The Board of Supervisors reviewed and discussed the Zoning Officer's report; one permit was issued for the month of November. Supervisor Woerner motioned to approve Zoning Officer's Report. Supervisor Grinder seconded. The motion carried.

Code Enforcement Officer's Report: Mr. Dave Lutz submitted his formal report prior to the meeting. The Board of Supervisors reviewed the Code Enforcement Officer's report. Supervisor Woerner motioned to approve the Code Enforcement Officer's Report. Supervisor Rood seconded. The motion carried.

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 November 2010 expenditure reports. She added that the 2009 audit has been completed and advertised in the *Gettysburg Times*. The Board of Supervisors discussed the Treasurer's report and financial statements. Chairman Gordon motioned to approve all the expenditures for the month of November 2010 and the Treasurer's Report. Supervisor Rood seconded. The motion carried.

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report prior to the meeting. Supervisor Woerner motioned to approve the Secretary's Report. Supervisor Rood seconded. The motion carried.

Police Report: Officer Larmer submitted her formal report prior to the meeting. For the month of November 2010 there were 50 complaints or service calls, 6 arrests and 4 investigations. She traveled 1,224 miles and used 105.6 gallons of fuel. Supervisor Rood motioned to approve the Police Report. Supervisor Woerner seconded. The motion carried.

Old Business: Vice-chairman Reamer updated the Board with the happenings of the Civil War Committee. Their agenda is set for the 150th Sesquicentennial on April 22 and 23, 2011 here in Fairfield.

Township Meeting Dates: All public meetings are held at the local prevailing time of 7:00PM 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 meeting is scheduled for December 8, 2010.
- Board of Supervisors Workshop meeting is scheduled for December 16, 2010.
- Planning Commission meeting is scheduled for December 28, 2010.
- Re-organization and Board of Supervisors meeting is scheduled for January 3, 2011.
- Elected Auditors meeting is scheduled for January 4, 2011.

Special Notices: Chairman Gordon announced that the 89th Annual PSATS Convention is scheduled for April 17-20, 2011 that the annual Governors luncheon at the Farm Show Complex is scheduled for January 13, 2011.

Adjournment: At 9:10 PM Supervisor Woerner motioned to adjourn the meeting. Supervisor Rood seconded. The motion carried.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman