

## **Hamiltonban Township Board of Supervisors**

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

November 7, 2012

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:** Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., EMA Coordinator Donald Wills and Officer Juanita K. Larmer.

**Public:** Doreen Premo, Larry Fowler, Parker C. Coble, Diane Munck, Elva Benjamin, and Steve Billet, Business Agent of the Teamsters Local No. 776.

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

**Approval of the Minutes:** Supervisor Woerner motioned to approve the October 2, 2012 Board of Supervisors meeting minutes and the October 25, 2012 Board of Supervisors workshop meeting minutes. Vice-chairman Reamer seconded. The motion carried unanimously. There was an executive session during the October 2<sup>nd</sup> Board of Supervisors meeting to discuss a legal matter and at the end of the October 25<sup>th</sup> workshop to discuss a personnel matter.

**Public Comment:** Chairman Gordon went over the October activity reports that were submitted by the Cashtown Community Fire Department. Cashtown responded to twenty-seven calls two of which were in the Township.

Mr. Coble who owns property on Five Forks Lane stated his concern regarding a possible relocation of a section of the lane. A discussion ensued involving the Board, Ms. Munck, who owns property on Five Forks Lane and Ms. Benjamin, who is Ms. Munck's realtor. A potential buyer of Ms. Munck's property would like to relocate a portion of the lane. According to the new Subdivision and Land Development Ordinance, the Board would only get involved in any private lane relocation if there is a subdivision submitted to the Township. In this case there is no subdivision.

**Solicitor's Report:** Solicitor Battersby was excused from the meeting. Before the meeting Solicitor Battersby delivered to the office a final draft of the asset purchase agreement from Pennsylvania American Water Company for the purchase of the Orrtanna Treatment Plant. A meeting will be scheduled with the Board and the Municipal Authority to review the final draft and authorize the execution of the agreement.

**Road Report and Sewer Report:** Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. It was added that a permit application has been submitted to the Department of Environmental Protection (DEP) for the Cold Springs Road culvert project. Supervisor Rood

motioned to accept the Road Report. Supervisor Woerner seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. He added that a DEP representative came by to check on the operation of the plant during Hurricane Sandy, there were no problems. Supervisor Woerner motioned to accept the Sewer Report. Supervisor Rood seconded. The motion carried unanimously.

**EMA Report:** EMA Coordinator Wills submitted his verbal report at the meeting. He requested a sign be put up at the entrance of 4020 Bullfrog Road stating the location of the EMA Office. He also asked that Roadmaster Harbaugh and Officer Larmer help with a downed tree survey due to Hurricane Sandy being conducted by Adams County Office of Emergency Services. Supervisor Woerner motioned to accept the EMA Report. Supervisor Grinder seconded. The motion carried unanimously.

**Planning Commission Items:** Supervisor Rood motioned to present written comments made by the Board of Supervisors regarding the Specialty Granules, Inc. zoning change request to the Adams County Office of Planning and Development for their review. Vice-chairman Reamer seconded. The motion carried unanimously.

**Recreation and Parks Commission (RPC) Items:** Vice-chairman Reamer motioned to send the proposed Official Map and its ordinance to the Hamiltonban Township Planning Commission for their review and to the Adams County Office of Planning and Development for their comments. Supervisor Woerner seconded. The motion carried unanimously.

**New Business:** Supervisor Grinder motioned to adopt Ordinance 2012-07: the new Subdivision and Land Development Ordinance (SALDO). Vice-chairman Reamer seconded. The motion carried unanimously. This ordinance repeals the SALDO of July 3, 2007.

The motion to sign an addendum to Mr. Rood's driveway permit relating to an "Emergency Access Driveway" between Five Forks Lane and Lightning Trail was tabled as Mr. Rood did not see any need for an addendum. The addendum states how the "Emergency Access Driveway" came to fruition.

The fueling station agreement with Fairfield Fire and EMS was tabled as more information is needed to complete the agreement.

Supervisor Rood motioned to distribute the annual budgeted donation to the local Volunteer Fire Companies as follows: 50% to the Fountaindale Volunteer Fire Company, 30% to the Fairfield Fire & EMS, 10% to the South Mountain Fire and Ambulance Department, and 10% to the Cashtown Community Fire Department. Vice-chairman Reamer seconded. The motion carried with Chairman Gordon opposing. The 2012 budgeted donation amount is \$11,500.

Chairman Gordon motioned to advertise a public meeting for November 29, 2012 and December 27, 2012 for purposes of presenting the proposed budgets on November 29<sup>th</sup> and for adoption of the budgets on December 27<sup>th</sup> and to discuss any other business that may come before the Board at those meetings. Supervisor Woerner seconded. The motion carried unanimously.

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

**Code Enforcement Officer's Report:** The October report was not submitted in time for the meeting. The Board did discuss the email received earlier from the Code Enforcement Officer regarding a vehicle in question.

**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 October Check Detail reports for all funds. Supervisor Grinder motioned to approve all expenditures for the month of October and to accept the Treasurer's Report. Supervisor Woerner seconded. The motion carried unanimously.

**Secretary's Report:** Secretary/Treasurer Feiler submitted her formal report prior to the meeting. Secretary/Treasurer Feiler added that she will be attending the Earned Income Tax training on December 5<sup>th</sup>. Vice-chairman Reamer motioned to accept the Secretary's Report. Supervisor Woerner seconded. The motion carried unanimously.

**Police Report:** Officer Larmer submitted her formal report prior to the meeting. She stated that for the month of October there were 41 complaints or service calls, 3 arrests and 6 investigations. She traveled 937 miles and used 87.5 gallons of fuel. Officer Larmer requested that \$680 be budgeted for an air card and c-net to connect to the new county control system and either \$45 for a brush touch up where paint is peeling on the Police vehicle or \$1,099 for a complete paint job. Supervisor Woerner motioned to accept the Police Report. Supervisor Rood seconded. The motion carried unanimously.

**Old Business:** 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.

- Recreation and Parks Commission – November meeting is cancelled.
- Planning Commission – November 27, 2012.
- Board of Supervisors Budget Workshop and Regular Workshop – November 29, 2012.
- Board of Supervisors – December 4, 2012.

**Special Notices:** The Recreation and Parks Commission is looking for volunteers to serve on the commission. Please contact the office if you are interested in participating in local government.

**Public Comment:** Mr. Fowler thanked the Board for the "Horse Warning" signs that were installed on Old Waynesboro Road.

**Adjournment:** At 8:29 PM The Board unanimously adjourn the meeting and entered into an Executive Session to discuss a personnel matter.

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Deborah K. Feiler

Robert L. Gordon