

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Regular Meeting Minutes
December 17, 2024

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 December 17, 2024 in the Hamiltonban Township Meeting Room. The Pledge of Allegiance was recited by all.

Announcements: Supervisor Deardorff stated that there was an executive session prior to the meeting regarding personnel issues and legal advice from the solicitor.

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

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

Public Comment: None

Approval of Minutes: Motion to approve the minutes of December 3, 2024 by Supervisor Woerner, second by Supervisor Spence. Motion passed unanimously.

Also Attending: Roadmaster Herr & Secretary Noel.

Solicitors Report: Solicitor Battersby stated that Mr. Sites received a curious notice that looked like it came from Hamiltonban Township but it did not. He was being charged zero dollars but they were going to certify as to whether or not Hamiltonban Township had a water/sewer lien against his property on Iron Springs Road. What it turns out to be is that he does have a contract in the works to sell it again and the title company went ahead and ordered this kind of search. There are companies that go around looking for municipal liens because everyone has a different municipal authority. We do not have a municipal authority therefore we can't put liens on anybody. Solicitor Battersby asked what is the minimum size lot there that he would have to create and get on lot perc's? Supervisor Deardorff indicated that estate lots of 4- 16 acres have been discussed. Supervisor Deardorff said that currently there are no estate lots in our zoning and that Mr. Sites was given 3 months to do something with the lots or the board would decide what they want to do. Supervisor Spence asked the solicitor if there is case law that the township has to entertain an idea like Dave Sites or the Golf Course and Solicitor Battersby said no. The issues are that we have ordinances that govern the requirements and if they are not met than a plan will not succeed. In regard to Blue Ridge Sportsman's Association, they had a zoning hearing that determined approval of a special exception with a list of conditions. One being a Highway Occupancy Permit that seems unachievable. Supervisor Picarelli suggested that a letter be sent to Blue Ridge asking for a statement from PennDOT as to whether a Highway Occupancy Permit is even possible as it is a condition of their approval. It was determined that the Solicitor would

write a letter to them and convey the concern and remind them that this is a condition of the special exception. Final District III pumping unpumped list of residents was discussed and a list will be forwarded to the solicitor for legal letter compilation for sending.

Motion to approve the Solicitors report made by Supervisor Woerner. Second by Supervisor Picarelli. Motion passed unanimously

Old/New Business:

- Adoption of the 2025 Budget. A motion was made by Supervisor Reamer to adopt the 2025 Budget as advertised. Second by Supervisor Woerner. Motion passed unanimously
- Adoption of 2025 State Liquid Fuel Budget. A motion was made to adopt the 2025 Liquid Fuel Budget as advertised by Supervisor Reamer. Second by Supervisor Woerner. Motion passed unanimously
- Adoption of the 2025 Capital Reserve Plan. A motion was made to adopt the 2025 Capital Reserve Plan as advertised by Supervisor Reamer. Second by Supervisor Woerner. Motion passed unanimously

Roadmaster's Report:

- Vacation Time- Roadmaster Herr asked if he could roll over 8 vacation days to 2025. The board agreed that would be ok as long as they are used in the first quarter of 2025.
- Tractor Fix- The tractor tire was finally brought back but they did not bring any bolts so the Roadmaster went and bought them on his own.
- Personnel Matter- Jim Eyler did not pass his physical as it requires additional testing for which he will not agree to. Supervisor Reamer stated that a township is not required to have a DOT medical card however the township adopted a CDL policy that works through PSATS and that policy requires the DOT medical card. The township would be going against our policy if we let him drive. The board agreed that without his DOT medical card he cannot drive for the township but he can be used for other tasks.
- The roadmaster needs to order 18 skids of Mag Chloride as we are getting ready to use up the last of what we had. Motion was made by Supervisor Woerner for the roadmaster to get the supplies he needs for treating the roads. Second by Supervisor Spence. Motion passed unanimously.
- Devils Den Trail & Rye Trail needs to be surveyed as requested by the solicitor. Erik Vranich said they could have it done by one of their divisions but it would be costly so he suggested that we contact Dennis Kauffman to get it done. The Roadmaster suggested that we let Erik contact Mr. Kauffman so that nothing gets lost in translation as far as exactly what we need.
- Motion to approve the Roadmaster report was made by Supervisor Woerner. Second by Supervisor Spence. Motion passed unanimously.

Secretary/Treasurer Report:

- A Payroll Summary was provided to the board for their review.
- 2023 Audit has been completed and submitted DCED. We are still waiting for the summary that gets submitted to our financial institutions.
- Township news subscriptions were gone over to see if any could be cancelled for Which Supervisor Picarelli indicated that he gets one at his job so we can cancel the one that comes to the township office.

- All insurance renewals have been received and need approval. Supervisor Doug Woerner made a motion to accept all of the renewals as listed. Second by Supervisor Spence. Motion passed unanimously.
- Fairfield and Fountaindale Fire Departments have submitted requests for a portion of their 2024 fire tax reimbursement which the invoices were supplied to the board. A motion was made by Supervisor Deardorff to pay the requested amounts. Second by Supervisor Woerner. Motion passed unanimously.
- Septic Excusal was received for 25 Mountain Lane for which they had a new system installed and had only been living in the premises since January 2024 and didn't think it should have to be pumped. The board denied the excusal as they have been in the residence long enough to get a baseline pumping for record and to stay within the time frame for his district.
- A resident was found to have two driveways which they are only permitted for one. Upon looking at it on the GIS as well as the resident providing proof that the 2nd area was already there from the previous owner as they just purchased the house recently. It was decided that the second driveway can stay as it is and the resident will just have to pay for a second driveway permit.
- Supervisor Woerner asked to revisit the possibility of the Board only meeting once a month. It was decided to have one board meeting per month on the first Tuesday of the month and the second meeting on the 3rd Tuesday would be a workshop meeting that could be cancelled if needed with just a sign on the door.

Supervisor Spence made a motion that we change our meeting schedule to a Board of Supervisors meeting on the first Tuesday of each month and a workshop meeting the 3rd Tuesday of each month which could be cancelled as needed. Second by Supervisor Deardorff. Motion passed unanimously.

Motion to approve the Secretary / Treasurer's report made by Supervisor Deardorff. Second by Supervisor Woerner. Motion passed unanimously.

Planning Commission Items: None

Code Officer:

- Citation documents were given to him and he said they were good.

Zoning/Building/UCC (PMCA):

Parks and Recreation:

- Christmas Tree Lighting was a huge success with 70-80 people in attendance. There were a few hiccups with refreshments running out but that will be a learning experience for next year. The tree itself grew about a foot this year.

FREMA: None

Fire Company Reports: Fire Reports were read for Fountaindale & Fairfield Fire Departments. Fairfield had 4 calls in Hamiltonban and Fountaindale had 3 calls. Supervisor Deardorff stated that Supervisor Reamer has done an excellent job dealing with the call box changes and should be commended. Supervisor Reamer did indicate that the board will have a workshop meeting in the near future dealing with nothing but box cards.

ACCOG and ACATO: No report.

YATB: No report

PA State Police: No report.

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 – December 26, 2024

Board of Supervisors Meeting- January 6, 2025

Parks & Recreation Meeting-January 14, 2025

Board of Supervisors Workshop Meeting -January 21, 2025

Motion to adjourn the meeting at 8:25 pm by Supervisor Woerner. Second by Supervisor Picarelli. Motion passed unanimously.

J. Edward Deardorff / Chairman

Lynda Noel / Secretary