

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

July 3, 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.

Commission Members Present: None.

Staff: Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., EMA Coordinator Donald Wills and Officer Juanita K. Larmer who arrived at 7:15 PM.

Public: Sam Ginn of the Fountaindale Volunteer Fire Department, Wilbur Slothour of Land and Sea Services, LLC, Pam Wiehagen, Larry Fowler, Doreen Premo, Ed and Ruth Crisp and Jenna Stinson of the *Gettysburg Times*.

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

Approval of the Minutes: Supervisor Woerner motioned to approve the June 5, 2012 Board of Supervisors meeting minutes. Supervisor Rood seconded. The motion carried unanimously. Supervisor Rood motioned to approve the June 28, 2012 Board of Supervisors workshop meeting minutes. Supervisor Woerner seconded. The motion carried. Vice-chairman Reamer abstained as she was not present at the June 28th meeting. Chairman Gordon announced that there was an executive session at the end of the June 5th Board of Supervisors meeting to discuss a personnel issue.

Public Comment: Mr. and Mrs. Crisp expressed their feelings in regard to the way the Township permits swimming pools. Zoning Officer Wilbur Slothour explained the process he follows when granting a permit for a swimming pool. He reviewed Section 303 of the Township's Zoning Ordinance, Section 403.42 of the Uniform Construction Code and Chapter 42 of the International Residential Code, all which relate to swimming pools. Mr. & Mrs. Crisp left the meeting at 7:25 PM.

Chairman Gordon went over the June activity reports that were submitted by the Fountaindale Volunteer Fire Department and South Mountain Fire & Ambulance Department.

Mr. Fowler asked the Board if the Township would consider putting up signs warning drivers of horse traffic on Old Waynesboro Road. Chairman Gordon stated that the Township secretary would look into it.

Solicitor's Report: Solicitor Battersby had another meeting he needed to attend and was excused from the meeting. No report was submitted.

Road Report and Sewer Report: Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. He added that the 2000 Crown Victoria is out of commission as the transmission is not working. The Board discussed with Roadmaster Harbaugh the bridges that are co-owned with Franklin Township that need to be inspected and who will inspect them. Vice-chairman Reamer 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 mentioned that everything is running smoothly at the plant. Supervisor Woerner motioned to accept the Sewer Report. Supervisor Rood seconded. The motion carried unanimously.

EMA Report: EMA Coordinator Wills submitted his report at the meeting. He announced that he will be attending the Basic Services Operations for Schools meeting on July 25th. He also discussed with the Board his thoughts of appointing a second deputy. Supervisor Woerner motioned to accept the EMA Report. Vice-chairman Reamer seconded. The motion carried unanimously.

Planning Commission Report: Mrs. Feiler who is acting as the Planning Commission secretary until one is appointed submitted her formal report prior to the meeting. Two residents attended the Planning Commission meeting and expressed an interest in joining the commission. Supervisor Rood motioned to accept the Planning Commission report. Supervisor Woerner seconded. The motion carried unanimously.

Recreation and Parks Commission (RPC) Report: No report was submitted as the June meeting was cancelled due a lack of quorum. Supervisor Rood suggested amending the Ordinance that established the RPC and their By-Laws to reduce the number of commission members from seven to five. Currently there are three open seats on the commission.

New Business: Vice-chairman Reamer motioned to approve the change order for six additional bollards and one LED light pole fixture for the fueling station with a proposed cost of \$2,046. Supervisor Woerner seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to approve the purchase of a sixty gallon flammable liquid storage cabinet with an additional shelf at a cost of \$939.28. Supervisor Woerner seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to adopt the Peer-to-Peer Technical Assistance Project Contract Agreement between Hamiltonban Township and Andrea C. Crouse, Peer Consultant. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Rood motioned to adopt Ordinance 2012-04; Stormwater Management Ordinance. Supervisor Woerner seconded. The motion carried unanimously. This Ordinance will replace the current stormwater ordinance No. 2006-03.

Vice-chairman Reamer motioned to adopt Resolution 2012-10; EMA Plan Promulgation. Supervisor Rood seconded. The motion carried unanimously.

Supervisor Woerner motioned to appoint April Hewitt to the Planning Commission. Supervisor Rood seconded. The motion carried unanimously. This term expires December 31, 2015.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of June prior to the meeting. The Board reviewed the report and noted that five building permits and one zoning permit were issued. Vice-chairman Reamer motioned to accept the Zoning Officer's report. Supervisor Woerner seconded. The motion carried unanimously.

Code Enforcement Officer's Report: No report was submitted.

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

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report prior to the meeting. The Board reviewed her report. Secretary/Treasurer Feiler will be on vacation the week of July 16th, Vice-chairman Reamer will cover the office with reduced hours that week. 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. It was noted that for the month of June there were 34 complaints or service calls, 0 arrests and 0 investigations. She traveled 735 miles and used 74.5 gallons of fuel. The Board discussed what to do with the 2000 Crown Victoria now that it is out of service. Supervisor Grinder motioned to put the 2000 Crown Victoria out to bid with a minimum bid of \$500. Supervisor Rood seconded. The motion carried unanimously. Officer Larmer asked the Board if the Township would be purchasing a second police vehicle. At this time the Board has not made a decision on purchasing a new vehicle. Supervisor Woerner motioned to accept the Police Report. Supervisor Rood seconded. The motion carried unanimously.

York Adams Tax Bureau Report (YATB): Vice-chairman Reamer reported on the YATB meeting that she attended. The meeting was held to discuss the relocation of the Gettysburg office. The current YATB office is located in the Gettysburg Area School District Administration Building and can not accommodate the needs of taxpayers to the extent that the Bureau would like to. The Bureau will vote at their July meeting to move the YATB Gettysburg office to a new location.

Old Business: Chairman Gordon motioned to hire Christa Wills to clean the maintenance facility's offices, lunch room and restroom with an added salary of \$75 for a total monthly salary of \$150 to clean both buildings. Supervisor Woerner seconded. The motion carried unanimously.

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 – July 11, 2012.
- Planning Commission meeting – July 24 2012.

- Board of Supervisors Workshop – July 26, 2012.
- Board of Supervisors – August 7, 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: None.

Adjournment: At 8:43 PM Supervisor Woerner motioned to adjourn the meeting. Supervisor Rood seconded. The motion carried unanimously. At this time the Board entered into an executive session to discuss a personnel matter.

Deborah K. Feiler

Robert L. Gordon