

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Monthly Meeting Minutes
December 6, 2011

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: Robert L. Gordon, Coleen N. Reamer, James E. Grinder, Harry Rood and Douglas Woerner.

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

Commission Members Present: Doreen Premo.

Public: Professor George Pomeroy of Shippensburg University, Phillip Solomon, Nicole Hinkle, Melody Fetrow and Benjamin Ritter all of Shippensburg University, Dale Premo, Terry Reamer, Alex Kessel, Rob Thaeler of the Adams County Office of Planning and Development, Jim Dougherty of McNees, Wallace & Nurick, LLC, and Sam Ginn of the Fountaindale Volunteer Fire Department.

Approval of the Agenda: The Board of Supervisors unanimously approved the Agenda. Chairman Gordon mentioned that an executive session was held just prior to this meeting regarding a personnel matter.

Approval of the Minutes: Vice-chairman Reamer motioned to approve the November 1, 2011 Board of Supervisors Meeting Minutes and the November 17, 2011 Board of Supervisors Workshop Minutes. Supervisor Grinder seconded. The motion carried unanimously.

Public Comment: Vice-chairman Reamer introduced Professor Pomeroy and his Geography Seminar students. The students presented to the Board their class project which was to develop the beginnings of an Official Map for Hamiltonban Township. Official Maps are a planning tool that allows municipalities to control community design by identifying locations reserved for the future. The Hamiltonban Township Official Map as presented includes a greenway connection which connects preserved and proposed preserved lands, a proposed trail from the Hamiltonban Township Office to Strawberry Hill Nature Preserve, Historic Sites, and the Tapeworm Railroad. Next semester Professor Pomeroy's class will continue with the project. The Board thanked the students for their presentation. Professor Pomeroy and his students left the meeting at 7:20 PM.

Mr. Ginn went over the Fountaindale Volunteer Fire Department monthly report for November. Chairman Gordon then reviewed fire department reports for November that were submitted from Fairfield Fire & EMS, Cashtown Community Fire Department and South Mountain Fire & Ambulance Department.

Solicitor's Report: At this time the Board along with Solicitor Battersby and Mr. Dougherty entered into an executive session regarding a legal matter.

Solicitor Battersby gave his formal report at the meeting. Supervisor Rood motioned to have Solicitor Battersby file a District Justice Court Order for the collection of delinquent fees for an Orrtanna Treatment Plant User. Supervisor Woerner seconded. The motion carried unanimously. Supervisor Woerner motioned to accept the Solicitor's Report. Supervisor Grinder seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:50 PM.

Road Report: Roadmaster Harbaugh submitted his formal report prior to the meeting. He added that as a result of the 1983 backhoe no longer working and with an estimated cost for repair being \$7,000, he is receiving quotes for the purchase a new backhoe. Vice-chairman Reamer motioned to accept the Road Report. Supervisor Rood seconded. The motion carried unanimously.

Sewer Report: Roadmaster Harbaugh submitted his formal sewer report prior to the meeting. Chairman Gordon mentioned that a letter was sent to all Orrtanna Treatment Plant Users regarding the rate increase that will go into effect January 1, 2012. Vice-chairman Reamer motioned to accept the Sewer Report. Supervisor Woerner seconded. The motion carried unanimously.

EMA Report: EMA Coordinator Wills submitted his formal report at the meeting. He stated that he attended and passed the CPR, AED and First Aid training refresher course. Supervisor Rood motioned to accept the EMA Report. Supervisor Grinder seconded. The motion carried unanimously.

Planning Commission Report: Planning Commission Secretary Premo submitted her formal report at the meeting. At the November 22, 2011 Planning Commission meeting, the commission members discussed the Iron Springs Plaza Preliminary Subdivision and Land Development Plan Review, the Subdivision and Land Development Ordinances and Riparian Buffers. Supervisor Rood motioned to accept the Planning Commission report. Vice-chairman Reamer seconded. The motion carried unanimously.

Recreation and Parks Commission (RPC) Report: RPC Secretary Premo submitted her formal report at the meeting. There was no quorum at the November 9, 2011 RPC meeting. Supervisor Woerner motioned to accept the RPC report. Supervisor Rood seconded. The motion carried unanimously.

Tax Collection Committee (TCC) Report: Second Alternate Robert Gordon submitted his formal report at the meeting. He asked the Board for any comments regarding the York Adams Tax Bureau (YATB) proposed Agreement and By-Laws. Vice-chairman Reamer motioned that Second Alternate Robert Gordon vote for the YATB Agreement and By-Laws as they stand at the next TCC meeting. Supervisor Woerner seconded. The motion carried unanimously. Vice-chairman Reamer motioned to accept the TCC report. Supervisor Rood seconded. The motion carried unanimously.

New Business: Supervisor Rood motioned to approve Resolution 2011-24, A Resolution to Adopt the 2012 Hamiltonban Township Budget with Real Estate Tax Rate Mills of 1.2359. Supervisor Woerner seconded. The motion carried unanimously. There is no tax increase for 2012 as the mills are the same as in 2011. The 2012 budget amount is inflated due to various grant funds that are to be received in 2012.

Vice-chairman Reamer motioned to approve Resolution 2011-25; State Contract for the purchase of a Caterpillar LP2 Backhoe. Supervisor Rood seconded. The motion carried unanimously. The state contract is for a \$25,000 loan with 2% interest from the Local Government Capital Loan Program. This amount has been budgeted for 2012. The state contract for a Ford F550 that was submitted in November has been withdrawn for the purchase of a new backhoe.

Supervisor Rood motioned to approve the 2012 Budget Message. Supervisor Woerner seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to approve the 2012 Capital Improvements Plan. Supervisor Grinder seconded. The motion carried unanimously.

Chairman Gordon motioned to accept the resignation with of Helen Sharrah with regret as the cleaning lady effective December 31, 2011 and to make an offer to Mrs. Donald Wills to be the new cleaning lady. Supervisor Grinder seconded. The motion carried unanimously.

Zoning Officer's Report: No report was submitted.

Code Enforcement Officer's Report: Mr. William Gardiner submitted his formal report prior to the meeting. The Board reviewed and discussed his report for November. Supervisor Woerner motioned to accept the Code Enforcement Officer's Report. Supervisor Grinder seconded. The motion carried unanimously.

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 2011 Check Detail report. The Board reviewed the November financial statements. Supervisor Rood motioned to approve all expenditures for the month of November 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. She added that there are still two auditor positions that need to be filled. The Board reviewed the report. Supervisor Woerner motioned to accept the Secretary's Report. Supervisor Grinder seconded. The motion carried unanimously.

Police Report: Officer Larmer submitted her formal report prior to the meeting. She stated that for the month of November there were 42 complaints or service calls, 7 arrests and 5 investigations. She traveled 775 miles and used 81 gallons of fuel. Officer Larmer added that she received a Certificate of Training for the PennDot Crash Reporting System. Supervisor Rood motioned to accept the Police Report. Supervisor Woerner seconded. The motion carried unanimously.

Old Business: The Board discussed the status of the construction of the Township Educational Campus. Chairman Gordon motioned to approve the Request for Payments from Palmer Construction, Inc., ASCOM, Inc. and SSM Industries, Inc. with the total amount due after retainage being \$233,991.26 and to approve the change order from SSM Industries, Inc. Supervisor Grinder seconded. The motion carried unanimously. The Requests for Payments and change order have been approved by the engineer.

Chairman Gordon reminded the Board that if they have not already reviewed the final draft of the Adams County Act 167 Plan and the Subdivision and Land Development Ordinances to do so. The Board agreed to have the engineer review the Subdivision and Land Development Ordinances too.

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 – December 14, 2011
- Planning Commission – December 27, 2011
- Board of Supervisors Workshop – December 29, 2011
- Re-Organization and Board of Supervisors – January 3, 2012
- Elected Auditors – January 4, 2012

Special Notices:

Public Comment: None.

Adjournment: At 9:00 PM Supervisor Rood motioned to adjourn the meeting. Supervisor Grinder seconded. The motion carried unanimously.

Deborah K. Feiler

Robert L. Gordon