

## **Hamiltonban Township Board of Supervisors**

23 Carrolls Tract Road, Fairfield, PA 17320

Via: Startmeeting.com

Regular Meeting Minutes

February 15, 2022

**Board Meeting:** At 7:00 PM Chairman Deardorff called the Board of Supervisors meeting to order. He announced the meeting was being recorded only for purpose of minutes. The pledge of allegiance was recited.

**Supervisors Present:** J. Edward Deardorff, Robert L. Gordon, Douglas Woerner, Coleen Reamer, and David B. Martin.

**Staff/Consultants:** Solicitor Matthew Battersby, Roadmaster Ray Herr, and Secretary/Treasurer Nina Garretson

**Public:** Via phone Cliff Frost on a recorded line, Laurel Mueller with Soil Services representing Petrus.

**Approval of the Agenda:** Vice-Chairman Woerner motioned to approve agenda. Supervisor Reamer seconded. The motion carried unanimously.

**Public Comment:** None.

**Approval of the Minutes:** Vice-Chairman Woerner motioned to approve the February 1, 2022 Board of Supervisors Meeting minutes. Supervisor Reamer seconded. The motion carried unanimously.

**Board Executive Session:** started 7:02 PM and returned at 7:19 PM – for legal matters

**Solicitor's Report:** Solicitor Battersby stated executive session held for legal matters regarding right of ways.

Vice-Chairman Woerner motioned to approve the Solicitors report. Chairman Deardorff seconded. The motion carried unanimously.

### **Road Report:**

Roadmaster Herr reported boiler inspector came and said the air compressor needs to be moved four inches from the wall. A letter regarding this is to be sent. He said he has received sign post driver. He reported Cold Springs and Mt Hope Road both will need base repair. He will begin bids for seal coating and road bids. Secretary Garretson reminded again that materials and other bids need to be done soon.

Supervisor Gordon motioned to approve the purchase of 25 sign posts and bolts. Vice-Chairman Woerner seconded. The motion carried unanimously.

Roadmaster Herr and Supervisor Reamer met with Township Engineer regarding Rattling Run on Cold Springs Road. He said the culvert pipe is deteriorating and may only last a year or two more.

Roadmaster was told they could cut out saplings up two feet on sides and cut off at ground level, but nothing further can be done without DEP permits. A scope of work will be prepared on surveying, right of ways, utilities, etc. A survey will need to be done which they want to go 50ft, on each side of road. An email was sent by Township Engineer with an approximate estimate of \$5,000 for additional survey, drawing costs, wetland consultant. May have to wait to see if allowed by DCNR and DEP, and if they want road raised or box culvert.

Supervisor Gordon motioned to approve Roadmaster report. Vice-Chairman Woerner seconded. The motion carried unanimously.

**Secretary/Treasurer's Report:** Secretary Garretson provided updated financial reports to the Board prior to the meeting. She said expenses to date \$157,235.86. Secretary prepared draft letter approved by Roadmaster. The Board suggested letter to be signed by Chairman Deardorff to all property owners on Moritz Road, notifying of work to be done. Supervisor Gordon asked about septic citations, which Secretary Garretson reported five citations were pulled but civil trial scheduled for March 7 for Cold Springs Road. The property owner called and said they were to pump next week. Secretary explained until she receives paperwork from hauler she cannot pull citation. Chairman Deardorff asked the Secretary to contact Township Engineer regarding Swamp Creek Road.

Vice-Chairman Woerner motioned to approve Secretary/Treasurer's report. Supervisor Reamer seconded. The motion carried unanimously.

**Old/New Business:**

Discussion of two waste contract bids. Supervisor Reamer motioned to accept Parks Garbage Service Option 1 which includes -Municipal solid waste collection and disposal (includes large item pick-up, bi-weekly recycling and two (2) covered devices drop-off recycling events) \$303.00/year per customer; -Standard per-bag service \$60.00 (minimum of twelve (12) bag-tags required); -After initial 12 tag-bag purchase, additional tags may be purchased for \$5.00/bag-tag; -Wheeled toter \$24.00 /year per customer; Total aggregate bid price of all for above \$392.00. Supervisor Gordon seconded. The motion carried unanimously.

Discussion of 335 Swamp Creek Component 2 planning module. Laurel Muller of Soil Services said they resubmitted documents directly sent to Department of Environmental Protection (DEP), but the Township Secretary needs to send letter that the resubmission documents were received by Township. Laurel said that they will be appealing the decision and asked if acknowledgement of receipt of documents could be sent. Solicitor Battersby said denial letter received from DEP, and no letter will be issued, Soil Services may use the approved minutes of this meeting as evidence the Township received on February 7, 2022 cover letter from Soil Services, the engineered design and the hydrogeologists supplemental study.

Supervisor Gordon motioned to approve the stormwater management agreement submitted by Specialty Granules Inc (SGI) for Northern Tract Quarry. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to have the Secretary submit the Sewer Enforcement Officer (SEO) 2021 Reimbursement application. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Gordon motioned for the Township to participate in the 2022 Great American Cleanup of Pennsylvania on Saturday, April 23, 2022. Vice-Chairman Woerner said the Road Department will need to pick up bags the following Monday. Secretary Garretson said this will be the 17<sup>th</sup> annual. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve the sewage planning module for 1765 Mt. Hope Road – Michael & Shirley Sites as recommended by the Sewer Enforcement Officer. Supervisor Martin seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve the stormwater maintenance agreement for parcel 18B13-0029F-000 Moritz Road for Michael Ridler. Supervisor Reamer seconded. The motion carried unanimously.

**Discussion items:**

Discussion of APRA funding. Supervisor Reamer said Zelenkofsky Axelrod suggest to use payroll as documentation for transferring to General Fund for revenue loss, and that they will be holding training

sessions for use and reporting of ARPA Funding. Supervisor Gordon asked when funds need to be transferred. Further follow up with Zelenkofsky Axelrod.

Discussion of vacancies for Planning & Zoning Commission, and an alternate on the Zoning Hearing Board. Board asked the secretary to prepare press release to send to *Gettysburg Times* and *Emmitsburg News Journal*. Secretary has posted on the website. Cliff Frost suggested sending to *Gettysburg Connection* which is online.

**Special Notices:** Fairfield Historical Society has upcoming event in April.

**Public Comment:** 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 posted via a notice on the office door.

- Planning Commission February 22, 2022
- Board of Supervisors Meeting – March 1, 2022
- Parks and Recreation Commission – March 8, 2022

**Adjournment:** Supervisor Reamer motioned to adjourn at 7:55 PM. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

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Nina Garretson  
Secretary/Treasurer

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J. Edward Deardorff  
Chairman