

**Hamiltonban Township Board of Supervisors**

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

October 4, 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:** Elizabeth Witmer, Joel Burcat, Justin Doyle, Jim Izer, Douglas Crumbacker, Chief Dave Martin of the Fountaindale Volunteer Fire Department, Jenna Stinson of the *Gettysburg Times*, Rick Fulton of the *Emmitsburg News Journal*.

**Approval of the Agenda:** The Board of Supervisors unanimously approved the Agenda with the addition of three items under new business; Community Media's request for donation, the 2011 audit, and extension of the municipal waste contract.

**Approval of the Minutes:** Supervisor Woerner motioned to approve the September 6, 2011 Board of Supervisors Meeting Minutes and the September 29, 2011 Board of Supervisors Workshop Minutes. Vice-chairman Reamer seconded. The motion carried unanimously.

**Public Comment:** Chairman Gordon went over the September 2011 fire department reports that were submitted from Cashtown Community Fire Department, Fairfield Fire & EMS, and the Fountaindale Volunteer Fire Department.

**Solicitor's Report:** Solicitor Battersby gave his formal report at the meeting. He stated that a permanent injunction has been filed regarding a former Cold Springs Road business. The business is now operating at another location not within the Township. He also reviewed the Act 32 tax statute and advised that the Township will have to establish an agreement with the York Adams Tax Bureau and pass a new ordinance by the end of the year.

ISP Minerals, Inc. submitted a Zoning/Land Use Permit Application which has been reviewed by the Zoning Officer, the Township Engineer and the Planning Commission. Ms. Witmer of Saul Ewing who represents ISP Minerals, Inc. addressed the Board with regard to the application. The structure in question is going to house backup pumps. They believe there will be no impact on sedimentation or erosion control, and they are not changing any procedures to their filtering system so this will not require any DEP approval. This application was sent to the Planning Commission for review as it is a commercial application. The Planning Commission recommended to the Board to allow modification of the submission requirements of Article IV of the Subdivision and Land Development Ordinances for the construction of the accessory building at ISP Minerals, Inc. Solicitor Battersby advised to send the application back to the Zoning Officer. Vice-chairman Reamer motioned to approve the modification of the submission requirements of Article IV of the Subdivision and Land Development Ordinances for the construction of the accessory building at ISP Minerals, Inc. once they receive all the proper permits from the Zoning Officer. Supervisor Woerner seconded. The motion carried unanimously. Ms. Witmor, Mr. Burcat, Mr. Doyle, and Mr. Crumbacker left the meeting at 7:20 PM.

Solicitor Battersby had a conversation with the Adams County Solicitor regarding the Township's Tax Exemption Certificate that was submitted in August of 2010. Vice-chairman Reamer motioned to accept the Solicitor's Report. Supervisor Grinder seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:30 PM.

**Road Report:** Roadmaster Harbaugh submitted his formal report prior to the meeting. He added that he submitted a Dirt and Gravel Roads Grant Application for work on Knox and Newman Roads. The total amount requested for Knox road is \$60,379 and \$35,392 for Newman Road. Supervisor Rood motioned to accept the Road Report. Supervisor Woerner seconded. The motion carried unanimously.

**Sewer Report:** Roadmaster Harbaugh submitted his formal sewer report prior to the meeting. He added that he has begun to drain down the lagoon in preparation for cleaning. Supervisor Woerner motioned to accept the Sewer Report. Vice-chairman Reamer seconded. The motion carried unanimously.

**EMA Report:** EMA Coordinator Wills submitted his formal report at the meeting. Mr. Wills and Mr. Milligan attended the Pipeline Safety Training and Seminar sponsored by the Pennsylvania One Call System, Inc. 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 September Planning Commission meeting the commission discussed the stormwater management problems with regard to the Iron Springs Plaza Subdivision and Land Development Preliminary Plan. Vice-chairman Reamer motioned to accept the Planning Commission report. Supervisor Rood seconded. The motion carried unanimously.

**Recreation and Parks Commission (RPC) Report:** RPC Secretary Premo submitted her formal report at the meeting. Secretary Premo and Vice-chairman Reamer met with Kim Williams of the South Mountain Partnership and Mike Piaskowski of DCNR to discuss developing a stronger grant request for the Hamiltonban Township Educational Path Project. Mr. Piaskowski suggested that the RPC apply for the Rec-Tap grant immediately. Chairman Gordon motioned to accept Secretary Premo's request to apply for the Rec-Tap Grant immediately so that the completed grant can be forwarded to the proper agency. Vice-chairman Reamer seconded. The motion carried unanimously. Supervisor Rood motioned to accept the RPC report. Supervisor Woerner seconded. The motion carried unanimously.

**Tax Collection Committee (TCC) Report:** Voting Delegate Premo submitted her formal report at the meeting. The Board received the final Model Ordinance for Act 32 that will need to be adopted by the end of the year. Chairman Gordon will be attending the October TCC meeting. Supervisor Woerner motioned to accept the TCC report. Supervisor Grinder seconded. The motion carried unanimously.

**New Business:** Vice-chairman Reamer motioned to approve the Customary Home Occupation Permit Application for daycare services on Faith Lane. Supervisor Rood seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to approve Resolution 2011-19; A resolution for the DCNR-C2P2-16 Grant with regard to the Peer to Peer Regional Recreational Study. Supervisor Grinder seconded. The motion carried unanimously.

Chairman Gordon motioned to appoint Coleen Reamer as delegate and Dave Jones as alternate delegate to the Peer to Peer Regional Recreational Study. Supervisor Rood seconded. The motion carried unanimously.

Supervisor Rood motioned to approve Resolution 2011-20; A resolution offering support of renewing the growing greener program. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Grinder motioned to approve Resolution 2011- 21; A Resolution regarding workers' compensation reimbursement for the Fairfield Fire & EMS. Vice-chairman Reamer seconded. The motion carried unanimously. This agreement enters the Townships of Franklin, Freedom, Hamiltonban, Liberty and the Boroughs of Carroll Valley and Fairfield into an agreement to share in the cost of Fairfield Fire & EMS workers compensation payment.

Supervisor Woerner motioned to accept the quote from Peck's Septic Service for pumping and cleaning of lagoon #1 and the two wet wells at the Orrtanna Treatment Plant. Supervisor Grinder seconded. The motion carried unanimously.

Chairman Gordon motioned to decline Community Media's request to share the Township's franchise fees with them. Supervisor Grinder seconded. The motion carried unanimously.

Chairman Gordon motioned to appoint Musselman & Creager, LLP complete the 2011 audit. Vice-chairman Reamer seconded. The motion carried unanimously.

Supervisor Woerner motioned to extend the municipal waste contract with Park's Garbage Service, Inc. for an additional year. Supervisor Grinder seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to approve the percentage of the Volunteer Fire Relief Association funds allocated to the area volunteer fire companies as follows: 50% to Fountaindale Volunteer Fire Company, 30% to Fairfield Fire & EMS, 10% to South Mountain Fire and Ambulance Department, and 10% to Cashtown Community Fire Department. Supervisor Grinder seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to distribute the annual 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. Supervisor Rood seconded. The motion carried unanimously. The 2011 budgeted donation amount is \$11,500. The fire companies will receive their donation provided the Board receives written documentation from the fire companies as to how they are spending the Township's donation, per the Second Class Township Code.

Chairman Gordon motioned to accept Amy Harbaugh's resignation with regret from the Adams County Tax Collection Committee. Supervisor Grinder seconded. The motion carried unanimously.

Supervisor Woerner motioned to have the Board work with the Adams County Council of Government and the Adams County Volunteer Emergency Services Association on a study regarding equitable funding for the Adams County Emergency Services. Supervisor Grinder seconded. The motion carried unanimously.

**Zoning Officer's Report:** Mr. Wilbur Slothour submitted his formal report prior to the meeting. The Board of Supervisors reviewed and discussed the Zoning Officer's report. Three permits were issued for the month of October. Supervisor Grinder motioned to approve Zoning Officer's Report. Supervisor Rood seconded. The motion carried unanimously.

**Code Enforcement Officer's Report:** Mr. William Gardiner submitted his formal report prior to the meeting. The Board reviewed and discussed his report. 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 September 2011 Check Detail report. The Board reviewed the September financial statements. Supervisor Rood motioned to approve all expenditures for the month of September and to 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 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 September there were 57 complaints or service calls, 10 arrest and 6 investigations. She traveled 1,043 miles and used 104.8 gallons of fuel. Chairman Gordon motioned that Trick-or-Treat will be celebrated on Monday, October 31<sup>st</sup> from 6:00-8:00 PM and to permit Officer Larmer to purchase Halloween candy. Vice-chairman Reamer seconded. The motion carried unanimously. Vice-chairman Reamer motioned to accept the Police Report. Supervisor Woerner 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 – October 12, 2011.
- Municipal Authority – October 19, 2011.
- Planning Commission – October 25, 2011.
- Planning Commission and Board of Supervisors joint workshop – October 26, 2011
- Board of Supervisors Workshop – October 27, 2011.
- Board of Supervisors – November 1, 2011.

**Special Notices:** None.

**Public Comment:**

**Adjournment:** At 8:30 PM Supervisor Woerner motioned to adjourn the meeting. Supervisor Rood seconded. The motion carried unanimously.

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Deborah K. Feiler  
Secretary/Treasurer

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Robert L. Gordon  
Chairman