

# Hamiltonban Township

23 Carrolls Tract Road, Fairfield, PA 17320

## Board of Supervisors Workshop

December 17, 2015

At 7:00 PM Chairman Gordon called the meeting to order. 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, Douglas Woerner, Coleen N. Reamer, LuAnn M. Dille and J. Edward Deardorff.

**Staff Present:** Secretary/Treasurer Deborah K. Feiler.

**Public Present:** John Messeder of the *Gettysburg Times*.

**Township Business:** The following Township business was discussed:

Six Request for Proposals were received by the Board of Supervisors for a Township Engineer. Proposals were submitted from PJ Martin Engineering, Wm. F. Hill & Assoc., Inc., KPI Technology, Martin and Martin, Inc., CS Davidson, Inc., and First Capital Engineering. The proposals were reviewed and narrowed down to three firms with bridge experience and fees being the most significant factors in this search.

At the December Parks and Recreation Commission meeting, Dean Thomas who is the Fairfield Borough Liaison stated that the Fairfield Borough Council is in the process of preparing a letter addressed to the Hamiltonban Township Board of Supervisors asking for a seat on the Hamiltonban Township Parks and Recreation Commission as recommended in the Hamiltonban Township and Fairfield Borough Joint Recreation Plan which was adopted in 2008. Chairman Gordon asked the Board to consider taking the motion to create a joint commission with the Borough of Fairfield off the table at the January Board of Supervisors meeting.

Supervisor Dille mentioned that the Hamiltonban Township and Fairfield Borough Joint Comprehensive Plan talks about developers using open space and Conservation By Design in their land development plans and asked how it relates to the Zoning and Subdivision and Land Development Ordinances. The Board plans to discuss the proposed Zoning changes as presented by Rob Thaeler of the Adams County Office of Planning and Development and the Hamiltonban Township Planning Commission in the near future.

An energy audit is currently being prepared by Met-Ed for the Township Office and for the maintenance building. The audit will identify and prioritize energy efficiency opportunities.

Chairman Gordon reminded the Board that Andy Merkel of the Adams County Transportation Planning Organization will be attending the January 28<sup>th</sup> Workshop to discuss conducting a safety audit for Fairfield Road (State Route 116) from Bullfrog Road to Waynesboro Pike (State Route 16). The Fairfield Area School District and the Boroughs of Fairfield and Carroll Valley have been invited to attend the Workshop. The need for sidewalks on Route 116 especially by the school and the proposed Iron Springs Plaza was also touched upon.

The Board agreed that the 2016 Budget Message and newsletter are both ready to be distributed to the Township residents. The documents will be posted on the Township website after the new year and emailed to residents who are part of the private email distribution list.

The Board reviewed the 2016 Re-organization Agenda, commission vacancies, 2016 meeting schedule and 2016 Fee Schedule. The Board suggested contacting a few local municipal attorneys to see if they had any interest in being appointed as Zoning Hearing Board Solicitor as Attorney Walton Davis is retiring at the end of 2015. The Board also discussed who would be attending the Pennsylvania Association of Township Supervisors (PSATS) 2016 Convention. PSATS will be sending care packages to the Pennsylvania National Guard Troops and are encouraging Townships to ask for donations, such as food and games, from the community.

Road Coordinator Deardorff provided his thoughts on which flag pole to purchase and where to place the flag pole at the Township Office. He also asked to put on the January Agenda a motion to accept the proposal from Tri-State Barn Builders for a metal roof at the Township Office. Quotes were requested from four contractors with Tri-State Barn Builders being the least expensive at \$10,375.

Road Coordinator Deardorff updated the Board on the following Road Department items: 1) the Reeds Bridge project that is currently on schedule; 2) the delivery problems that are occurring with New Enterprise Stone and Lime Company, formerly Valley Quarries, that will be resolved by using our own haulers; 3) a wrecked pipe due to a vehicle accident was replaced on Newman Road; 4) pipes and ditches were cleaned out on Cold Springs Road, as well as, erosion and stormwater management work was completed; and 5) he and Roadmaster Harbaugh will be meeting with SGI next week to discuss a possible 2017 shared road project on Old Waynesboro Road.

Chairman Gordon went over the items that will be on the January Board of Supervisors meeting agenda.

At 8:37 PM the Board of Supervisors unanimously approved to adjourn the workshop.

The next Board of Supervisors meeting is January 4, 2016 at the local prevailing time of 7:00 PM.

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Deborah K. Feiler, Secretary/Treasurer

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Robert L. Gordon, Chairman