

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Board of Supervisors Meeting
April 7, 2009

Supervisors Present: Chairman Robert L. Gordon, Vice-chairman James E. Grinder, Police Coordinator Coleen N. Reamer, Supervisor James E. Benner, and Supervisor Dale J. Premo

Planning Commission: Chairman Pamela Wiehagen, Secretary Doreen Premo

Staff: Solicitor Matthew Battersby, Secretary/Treasurer LuAnn Dille, Code Enforcement Officer Dale Gettel, Road Master John Harbaugh, Jr., Police Officer Juanita Larmer, EMA Deputy Coordinator Larry Schneider and EMA Coordinator Donald Wills, Jr.

Public: Fairfield Community Fire Chief Adam Brown, Pastor Robert Costello, Harry Rood, James Watson and Rick Fulton from the Gettysburg Times

At 7:30 PM Chairman Gordon called the meeting to order and welcomed the public to the meeting. The Pledge of Allegiance was recited.

Due to the recent changes in the Right-to-Know Law Secretary/Treasurer Dille will not be using a tape recorder tonight nor in the future.

Approval of the Minutes

Supervisor Premo made a motion to approve the March 3, 2009 Board of Supervisors Meeting minutes, the March 17, 2009 Board of Supervisors Special Meeting minutes and the March 26, 2009 regular Board of Supervisors Workshop Meeting minutes, seconded by Supervisor Benner. The Board unanimously approved this motion.

Public Comment

Fairfield Fire Chief Adam Brown stated that the Fairfield Fire Company had 168 fire incidents in 2008, of which 31 or 18.5 % of these incidents were in Hamiltonban Township. Fairfield EMS had 689 incidents, of which 119 or 17% of the incidents were in Hamiltonban Township. The new Special Unit Truck that Chief Brown brought to the Township office for viewing this evening cost \$125,000 without any equipment. The soon-to-arrive new ambulance will cost \$207,000 without any equipment. Currently there are two paid EMS staff available to take ambulance calls during the daytime hours but the majority of the time is covered by volunteers. These volunteers take ambulance calls and work at Bingo fundraisers to help provide operational funding for the Fairfield Community Fire and EMS Company. Chairman Gordon stated that new legislation is mandating that there be more communication between the local fire departments and municipalities so Chairman Gordon thanked Fire Chief Brown for his presentation.

Planning Commission

Solicitor Battersby acknowledged that JDH and David Sites have voluntarily withdrawn the Fairfield Market Subdivision and Land Development Plan. Supervisor Premo made a motion to acknowledge the formal withdrawal of the Fairfield Market Subdivision and Land Development Plan and to authorize the Township to release the remaining escrow account balance when all expenses have been paid, seconded by Supervisor Benner. The Board unanimously approved this motion.

Next, Mr. Watson, a representative from Liberty Worship Center, explained the Department of the Army Corps of Engineers' correspondence dated March 24, 2009, concerning the wetlands issue for the Liberty Worship Center (LWC) Land Development Plan. The Public Improvement Cost Estimates of \$66,043.42 were presented to the Board for Liberty Worship Center's construction improvements. The Board of Supervisors and Solicitor Battersby have reviewed the Deed of Easement and the Road Construction and Maintenance Agreement but the LWC Board has not met yet to review the documents. Supervisor Benner made a motion to approve the Liberty Worship Center Land Development Plan with the following conditions:

1. Pennsylvania DEP planning approval.
2. Owner's certification statement must be signed
3. Adams County Conservation District and NPDES Permit approvals obtained
4. The responsible surveyor's and engineer's signatures must be added to the plan.
5. The execution of the Deed of Easement and the Road Construction and Maintenance Agreement.
6. The security bond to guarantee the completion of all the public improvements to include stormwater management facilities, grading, erosion controls, landscaping and screening. Following completion of the improvements, the applicant is required to submit a certified as-built survey for the township review and prior to the release of any security.
7. The name of Cumberland be removed from the plans and Hamiltonban be substituted as appropriate.

This motion was seconded by Supervisor Premo. The Board unanimously approved this motion.

Supervisor Premo made a motion authorizing Hamiltonban Township's engineer Tim Cormany to prepare a bid package for the construction of the shared driveway between Hamiltonban Township and LWC, seconded by Supervisor Benner. The Board unanimously approved this motion. The Township would like to complete as much construction as possible by utilizing the Township's Road Department.

Hamiltonban Township's Board of Supervisors recognized the need to submit a land development plan for the Hamiltonban Township's new proposed maintenance facility to the Hamiltonban Township Planning Commission for their review. Road Master Harbaugh and Police Coordinator Reamer would like to ensure that the area between the tree line and the new shop building allows for sufficient space for equipment movement and stockpiling of materials.

Solicitor's Report

No action was needed on the Strawberry Hill's Nature Preserve Easement.

Police Coordinator Reamer made a motion to renew Land and Sea Services LLC's contract for Uniform Construction Code enforcement for one year, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Chairman Gordon made a motion to have Solicitor Battersby review the new proposed Hamiltonban Township Sign Ordinance, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to proceed with the joint bid package for a variety of highway materials and fuels with Carroll Valley Borough, Fairfield Borough, Liberty Township and Hamiltonban Township. Bids will be opened and recorded on April 30, 2009, at the Carroll Valley Borough Office, 5685 Fairfield Road, Fairfield, PA. Bids may be awarded at the May 5, 2009, Hamiltonban Township Board of Supervisors regular meeting. This motion was seconded by Supervisor Benner. The Board unanimously approved this motion.

Supervisor Benner made a motion to approve an addendum to Jay Edward Deardorff's lease for farming land at 4020 Bullfrog Road, Fairfield, PA, seconded by Chairman Gordon. The Board approved this motion with Police Coordinator Reamer voting no. Hamiltonban Township will allow Mr. Deardorff to farm the entire parcel without any additional payment. However; the Township will not guarantee that neither part nor possibly the entire crop will not be damaged as a result of site preparation for the proposed new maintenance facility.

Supervisor Benner made a motion to approve bidding for heating fuel oil for 23 Carrolls Tract Road business office facility and for propane for 3759 Bullfrog Road shop facility with opening of bids and possible awarding of the bids to be addressed at the May 5, 2009 Board of Supervisors Regular Meeting at 23 Carrolls Tract Road, seconded by Supervisor Premo. The Board unanimously approved this motion.

Zoning Officer's Report

Land and Sea Services LLC submitted the March 2009 Zoning Officer's Report. Mr. Wilbur Slothour issued three permits and worked 25.25 hours. Supervisor Benner made a motion to approve the March 2009 Zoning Officer's Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Vice-chairman Grinder made a motion to approve the Land and Sea Services LLC March 2009 UCC Report, seconded by Supervisor Premo. The Board unanimously approved this motion.

Code Enforcement Report

Dale Gettel from Commonwealth Code Inspection Service, Inc. reported that over one- half of the property owners receiving violation notices have complied. He has granted a few of the property owners a 30-day extension because of the extent of clean-up that needs to be completed. Supervisor Benner made a motion to approve the March 2009 Code Enforcement Report, seconded by Supervisor Premo. The Board unanimously approved this motion. Mr. Gettel left the meeting at 8:28 PM. Solicitor Battersby left the meeting at 8:30 PM.

Road Report

Vice-chairman Grinder made a motion to approve the March 2009 Road Master's Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

There was a lengthy discussion on how to repair the Township's roads. The Board of Supervisors and Road Master Harbaugh discussed seal coating by private contractor versus using Township equipment. For larger projects it was decided to use outside

contractors, but there are several smaller areas in the Township that the Township's Road Department could repair with the proper equipment. Supervisor Benner made a motion to advertise to bid for a private contractor to seal coat the larger areas of the Township, to have the Township rent a chipper, tri-axle dump truck, and a rubber wheel roller, but will purchase the emulsion subject to the opinion by Labor and Industry on prevailing wages, seconded by Supervisor Premo. The Board unanimously approved this motion.

Supervisor Premo made a motion for the Township to purchase a Niagara Falls 707 steel drop spreader for \$2,718 including installation from E.M.Kutz, Inc., seconded by Supervisor Benner. The Board unanimously approved this motion. This spreader will be used for roadway seal coating by Hamiltonban Township's Road Department. The Board of Supervisors and Road Master Harbaugh are thoroughly researching economical methods to repair the Township's road system.

B.F.P.E. will be contacted for a price estimate to service the Township's fire extinguishers for comparison against another contractor. EMA Deputy Coordinator Schneider will conduct fire extinguisher training with the Township employees in April or May.

Supervisor Premo made a motion to purchase the necessary road signs and posts not to exceed a cost of \$2,000, seconded by Supervisor Benner. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to purchase two sets of Bobcat brushes for a total cost of \$600, seconded by Supervisor Premo. The Board unanimously approved this motion.

Sewer Report

Supervisor Benner made a motion to approve the March 2009 Sewer Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to allow Chris Heller to harvest the hay crop from the Orrtanna Treatment Plant spray field and to pay him \$300 for the 2009 season to maintain the areas around the spray heads and edges of the field, seconded by Supervisor Benner. The Board unanimously approved this motion.

Treasurer's Report

Police Coordinator Reamer made a motion to approve the March 2009 Treasurer's Report, seconded by Supervisor Premo. The Board unanimously approved this motion.

	Income	Expenses	Transfers	Balances
ACNB Checking	36,673.11	69,455.80	25,000	1,069.19
ACNB Saving	2.77			20,955.34
PLGIT General	95.25		25,000	96,945.12
PLGIT CD				97,214.66

PLGIT CD Reserve Fund				98,000.00
Capital Reserve Fund	33.40			<u>44,101.67</u>
Total Capital Reserve				142,101.67
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Total Current Assets				358,285.98
Sewer Account				
ACNB Checking	14,829.65	2,424.94	10,000	2,430.26
ACNB Saving	0.83			6,259.53
PLGIT	7.43		10,000	<u>20,960.99</u>
Total Current Assets				29,650.78
State Liquid Fuels				
PLGIT	108,046.32			<u>129,517.49</u>
Total Current Assets				129,517.49

Approval of Expenditures

Police Coordinator Reamer made a motion to approve the purchasing of maps for the Recreation and Parks Commission at a cost of \$45 from Adams County Mapping, seconded by Supervisor Premo. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to purchase a notebook computer for the Road Department with the maximum cost of \$1,000, seconded by Supervisor Premo. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to use the Co-Star Fleet Card Program for the purchase of high octane fuel, seconded by Chairman Gordon. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to adopt Resolution 2009-11 P-Card Policies, seconded by Supervisor Benner. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to approve the March 2009 Expenditures, seconded by Supervisor Premo. The Board unanimously approved this motion.

Secretary's Report

Chairman Gordon made a motion to approve Secretary/Treasurer Dille attending a Basic Training course for Municipal Secretaries and Administrators, in Chambersburg on May

21, 2009, for a cost of \$60, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Secretary/Treasurer Dille will be representing the Township at the Adams County Solid Waste contract meeting on April 15, 2009. Supervisor Premo requested that the contractor notify the Township of their holiday schedule so that the information can be posted on the Township's website. Supervisor Benner called the Adams Rescue Mission. He reported that Adams Rescue Mission is willing to deliver and pick-up a recycling trailer wherever the Township would like it located. The Township would need to "man" the site when it is open to prevent household garbage from being placed in the container. Hopefully volunteers from the Township would be able to "man" the trailer for a few hours each month. Police Coordinator Reamer made a motion to approve the March 2009 Secretary's Report, seconded by Supervisor Premo. The Board unanimously approved this motion.

Police Report

Police Coordinator Reamer made a motion to approve the March 2009 Police Report, seconded by Supervisor Premo. The Board unanimously approved this motion.

Officer Larmer displayed the plaque she was awarded at the annual Fairfield Community Fire and EMS banquet in appreciation for her support and dedication in ensuring safety and security at the Fairfield Fire and EMS Bingo fundraiser events.

EMA Report

EMA Coordinator Wills, EMA Deputy Coordinator Schneider, Officer Larmer, Police Coordinator Reamer, and Planning Commission Secretary Doreen Premo attended a session of the Safe School Initiative Seminars along with representatives from other Townships, area schools, the State Police and other local police departments and Municipal and County Officials at the Adams County 911 Training Center in Gettysburg. The Township staff and Board of Supervisors need to continue updating their training to remain NIMS compliant. EMA Coordinator Wills stated that Hamiltonban Township's EMA is the only active EMA in Adams County. Supervisor Benner made a motion to approve the March 2009 EMA Report, seconded by Supervisor Premo. The Board unanimously approved this motion.

Old Business None at this time.

New Business

There will be an open house meeting of the Southwest Joint Comprehensive Plan Steering Committee at the Fairfield Community Fire and EMS Building at 108 Steelman Street, Fairfield on June 1, 2009. The public is invited and encouraged to give their input on the plan.

Supervisor Benner made a motion to approve an amendment to the Hamiltonban Township's Personnel Policy to allow the donation of vacation days to fellow employees, seconded by Supervisor Premo. The Board unanimously approved this motion.

Meeting Dates

The next regular Hamiltonban Township Recreation and Parks Commission Meeting will be April 8, 2009, at the prevailing time of 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA 17320

The Semi-annual Hamiltonban Township Municipal Authority Meeting will be April 15, 2009, at the prevailing time of 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA 17320.

The 4th Annual Hamiltonban Township Clean-up Day in honor of Earth Day will be April 18, 2009, with a rain date of April 25th. Earth Day is April 22, 2009

April 19-22 is the PSATS Annual Conference in Hershey, PA. Chairman Gordon, Police Coordinator Reamer, and Road Master Harbaugh will be attending.

The next regular Planning Commission meeting will be April 28, 2009 at the prevailing time of 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17320

The Adams County Association of Township Officials Spring Conference will be April 29, 2009, at 7:30 PM at Mount Joy Township

The next regular Board of Supervisors Workshop Meeting will be April 30, 2009 at the prevailing time of 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17320.

The next regular scheduled Board of Supervisors Meeting will be on May 5, 2009, at the prevailing time of 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17230

Adjournment

At 9:56 PM Police Coordinator Reamer made a motion to adjourn the meeting, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

LuAnn M. Dille, Secretary/Treasurer

Robert L. Gordon, Chairman