

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

Via platform Startmeeting.com

December 15, 2020

Executive Session: Entered at 6:45 PM to discuss personnel issues Returned 6:58 PM

At 7:00 PM Supervisor Deardorff called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. He announced the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

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

Staff and Consultants Present: Solicitor Mathew Battersby, Roadmaster Ray Herr, and Secretary/Treasurer Nina Garretson

Public Present: All via Startmeeting platform, Cliff Frost. Richard Fulton joined meeting at 7:26 PM.

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

Public Comment: None.

Approval of the Minutes: Vice Chairman Woerner motioned to approve December 1, 2020 Board of Supervisors Meeting. Supervisor Reamer seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby stated he is working on the request by Hermits regarding four acres in Woodland Conservation. Said he asked Todd King of Salzmann Hughes on behalf of Petrus Holdings to submit a curative of evidence for review.

Discussion of Right to Know request for Swamp Creek Lane from Petrus Holdings. Solicitor Battersby asked the Board for history of Swamp Creek Lane. Chairman Deardorff stated it has always been a private road, and gave description of land owners and use in the past. Supervisor Reamer agreed and said many were private logging roads. Secretary Garretson said she reviewed Township Ordinances and found three roads in the 1970's which were vacated, but not Swamp Creek Lane. She stated she contacted the *Gettysburg Times* and Adams County Law Library for any history, but none received. Solicitor said the Right-to-know Officer can respond accordingly.

Solicitor Battersby reported the 31 Carrolls Tract water and sewer has been turned over to Fairfield Municipal Authority. Supervisor Gordon said the Secretary needs to contact the Clems to tell them they can proceed with hook up with the Fairfield Municipal Authority.

Solicitor Battersby to review re-combination deed submitted for 301 Lost Limb Lane.

Vice-Chairman Woerner motioned to approve the Solicitors Report. Supervisor Reamer seconded. The motion carried unanimously. Solicitor left the meeting at 7:15 PM.

Road Report:

Streetlights discussion tabled.

Discussion on Driveway Ordinance which Roadmaster Herr and Supervisor Reamer will review and bring to Board. Supervisor Reamer said it should include logging roads, and for Highway Occupancy Ordinance permits will be needed.

Supervisor Gordon motioned to approve estimate of \$4,794 for signs for Cold Springs Road. Chairman Deardorff seconded. The motion carried unanimously.

Roadmaster Herr said Liberty Township has requested boom mowing. Supervisor Reamer motioned to approve boom mowing for Liberty Township at hourly and FEMA rates. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve Roadmasters Report. Seconded by Supervisor Martin. The motion carried unanimously.

Secretary/Treasurer's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors prior to the meeting and copies in their packets. Vice-Chairman Woerner motioned to accept the Treasurers Report. Supervisor Martin seconded. The carried unanimously.

Supervisor Reamer motioned to rescind previous motion for 1077 Old Waynesboro Road in District II for non-compliance of septic pumping and inspection to send Code Officer for citation. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Reamer motioned to send Solicitors letter to 1077 Old Waynesboro Road in District II for non-compliance of septic pumping and inspection, if no response to then forward to Code Officer for citation. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary Garretson reported the Pension Audit is completed and shared information with Board.

Brief discussion of Re-organization meeting to be held January 4th, and fee schedule for 2021. Secretary reported she has sent packets and meeting date to Elected Auditors.

Chairman Deardorff motioned to approve copier maintenance contract with Quality, York, PA for \$399. Supervisor Reamer seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve again having 1099's prepared by Lockwood Business for 2020. Supervisor Reamer seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve the use of Cermak, of Waynesboro to evaluate for backups and repair of computer system at a cost of \$75 per hour, and to present contract for Board review. Vice-Chairman Woerner seconded. The motion carried unanimously.

Old/New Business: Supervisor Gordon motioned to adopt Resolution 2020-16 a Resolution to adopt the Adams County 2020 Hazard Mitigation Plan. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve the Memorandum of Understanding (MOU) for Fairfield School District regarding the use of the driveway between 31 Carrolls Tract Road and 4020 Bullfrog Road for

emergency purposes, and authorize Chairman Deardorff to sign. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve insurance Liability and Comprehensive Coverage, and Cyber Crime Policy as presented by Hockley & O'Donnell. Vice-Chairman Woerner seconded. The motion carried unanimously.

Discussion of FREMA 2021 meetings. Supervisor Martin suggested asking for the meeting times of either 4:00 PM or 6:00 PM. Those who work cannot make daytime meetings.

Discussion in response to Carrolls Valley's notice of Fairfield and Fountaindale Fire Company's bringing Santa to Town, which Board welcomes.

Discussion regarding plan submission procedures. Supervisor Gordon stated Zoning Officer needs copy. Board felt to expensive to ask for further copies upon submission for developer, and suggested the Planning Commission should return those copies for Board review. Tabled for further discussion.

Secretary Garretson reported she looked into ZOLL and funding for an AED for Township Office. She was not able to get information from them but did received an email from Stryker, who supplies AED's to Adams Regional EMS, and was told it would be good to use the same systems. They said the federal funding is funneled thru the counties. She will contact Adams County EMA to inquire. Tabled until next meeting.

Supervisor Gordon presented draft Budget Message for 2021 for Board review.

Supervisor Gordon motioned to approve a \$100.00 bonus for each full-time employee, to be paid with this week's payroll. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motion to approve a \$10,000.00 payment in support of Fountaindale Fire Company in response to their letter. Secretary/Treasurer instructed to add to payables for this year and pull funds from PLGIT account. Chairman Deardorff seconded. The motion carried unanimously.

Special Notices: None.

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 via a notice on the office door.

- Planning Commission – December 22, 2020
- Board of Supervisors Meeting – January 4, 2021
- Elected Auditors Meeting – January 5, 2021.
- Parks and Recreation Commission –
- Board of Supervisors Meeting –

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

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman