

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

February 2, 2016

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. It was noted 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, and Roadmaster John A. Harbaugh, Jr.

Public Present: Donald Wills, Jr.; Ed Fitzgerald; David Peters; Danielle Ryan of the *Emmitsburg News Journal*; and John Messeder of the *Gettysburg Times*.

Approval of Agenda: The Board unanimously approved the Agenda with an additional item under Old/New Business: Consideration of a counter offer to resolve the final change order issue with Shiloh Paving and Excavating for the Reeds Bridge Project.

Public Comment: None.

Approval of Minutes: Vice-chairman Woerner motioned to approve the minutes of the January 4, 2016 Board of Supervisors Meeting and the January 28, 2016 Board of Supervisors Workshop. Supervisor Reamer seconded. The motion carried unanimously. An Executive Session held on January 26th and January 29th to discuss a legal matter.

Solicitor's Report: Solicitor Battersby stated that he did not have anything to report. As there were no questions for the Solicitor, Vice-chairman Woerner motioned to accept the Solicitor's Report. Supervisor Deardorff seconded. The motion carried unanimously.

Old/New Business: Supervisor Reamer motioned to approve Change Order #2 for the Reeds Bridge Project in the amount of \$11,492. Vice-chairman Woerner seconded. The motion carried unanimously. The change order adds temporary paving, removal of temporary paving and reinsertion of a bituminous wearing course at the approaches to the bridge.

Vice-chairman Woerner motioned to approve the Application for Payment #1 for the Reeds Bridge Project in the amount of \$185,086.08 and for release of payment. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Deardorff motioned to submit a final counter offer of \$3,605.19 above the contract price to Shiloh Paving and Excavating for the Reeds Bridge Project. Supervisor Dille seconded. The motion carried unanimously.

Solicitor Battersby left the meeting at 7:14 PM.

Supervisor Deardorff motioned to hire Harold Kessel as an on-call snow plow driver with a pay rate of \$11.00 per hour. Vice-chairman Woerner seconded. The motion carried unanimously.

Vice-chairman Woerner motioned to advertise for adoption at the March Board of Supervisors meeting Ordinance 2016-01 that creates a joint Parks and Recreation Commission with the Borough of Fairfield and Hamiltonban Township. Supervisor Reamer seconded. The motion carried unanimously.

Vice-chairman Woerner motioned to adopt Resolution 2016-06: Municipal Declaration for the January 23, 2016 Winter Storm. Supervisor Reamer seconded. The motion carried unanimously.

Vice-chairman Woerner motioned to send a letter to the Elected Auditor that was elected in 2013 suggesting that he resign as he has been unable to attend any of the annual Auditor's Meetings so that another citizen can be appointed. Supervisor Deardorff seconded. The motion carried unanimously.

Supervisor Deardorff motioned to execute the PennDOT Agility Agreement and Resolution 2016-07 allowing PennDOT to use the Township wash bay during normal business hours and with advanced notice. Vice-chairman Woerner seconded. The motion carried unanimously.

Supervisor Deardorff motioned to accept the proposal from Ketterman Electrical Services, LLC for outdoor receptacles and lighting for a flag pole at the Township Office in the amount of \$1,695. Vice-chairman Woerner seconded. The motion carried unanimously. Of the two quotes received Ketterman was the lowest quote.

Supervisor Dille motioned to accept the two proposals from Electric Power Savers (EPS) for energy efficient lighting at the Township Office and at the Maintenance Facility, and to upgrade the Met-Ed street lights to LED. Vice-chairman Woerner seconded. The motion carried unanimously. The proposals from EPS are to replace the existing lights with LED lights through Met-Ed's Direct Install Program.

Supervisor Dille motioned to have Secretary/Treasurer Feiler pursue West Penn Power and Adams Electric to see about upgrading the street lights to LED. Vice-chairman Woerner seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Feiler submitted her report prior to the meeting along with the January 2016 Check Detail report. The Board reviewed the January financial statements. Supervisor Dille motioned to accept the Treasurer's Report and approve all the expenditures for the month of January. Vice-chairman Woerner seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her report along with the February calendar prior to the meeting. The Board reviewed her report and calendar. As there were no questions for the Secretary, Vice-chairman Woerner motioned to accept the Secretary's Report. Supervisor Dille seconded. The motion carried unanimously.

Road/Sewer Report: Roadmaster Harbaugh submitted his Road Report prior to the meeting. There was a discussion regarding the 2016/2017 salt contract and joint purchasing. Road Coordinator Deardorff mentioned the Township averaged \$37.00 per mile to plow snow during the January snow storm. Nine trips were made around the Township during the forty-eight hour storm. Vice-chairman Woerner motioned to accept the Road Report. Supervisor Deardorff seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his Sewer Report prior to the meeting. As there were no questions regarding the report, Supervisor Dille motioned to accept the Sewer Report. Supervisor Deardorff seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission minutes for the January meeting were distributed to the Board prior to the meeting. No action was needed.

Parks and Recreation Commission Report (PRC): Draft PRC minutes for the January meeting were distributed to the Board prior to the meeting. No action was needed.

EMA Report: There were no calls for the month of January. It was noted that EMA Coordinator Ginn and Deputy EMA Coordinator Ginn kept in contact with the Road Crew during the snow storm.

Fire Company Reports: Chairman Gordon went over the January activity reports that were submitted by Cashtown Community Fire Department. Cashtown responded to two calls in the Township.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of January prior to the meeting. Three Building Permits were issued for 4910 Fairfield Road, 1699 Carrolls Tract Road, and 165 Bourbon Trail; and two well permits issued for 1434 Mount Carmel Road, and 1443 Mount Carmel Road. Vice-chairman Woerner motioned to accept the Zoning Officer's Report. Supervisor Dille seconded. The motion carried unanimously.

Code Enforcement Officer's Report: Mr. Tim McCauslin submitted his formal report for month of January prior to the meeting. He responded to a call for accumulation of trash on Deist Lane. Supervisor Reamer motioned to accept the Code Enforcement Officer's report. Vice-chairman Woerner seconded. The motion carried unanimously.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): At the January COG meeting, Deb Musselman of the Adams County Conservation District spoke of the Dirt, Gravel and Low Volume Road Maintenance Program; and the COG continued their discussions with regard to needed donations to continue electronic recycling program with the Adams County Rescue Mission.

Due to the fact that the State Budget has not been adopted, ACATO had to cancel the Bidding Process seminar that was to be put on by representatives from Co-Stars and is working on adding a new seminar to be scheduled in March.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): No report was given.

Special Notices: 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*. Notice of cancellations will be posted on the office door.

- Parks and Recreation Commission - February 10, 2016.
- Planning Commission - February 23, 2016.
- Board of Supervisors Workshop - February 25, 2016.
- Board of Supervisors - March 1, 2016

Adjournment: At 8:15 PM, Supervisor Dille motioned to adjourn the meeting. Vice-chairman Woerner seconded. The motion carried unanimously.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman