

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
Board of Supervisors Workshop  
December 18, 2014

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:** Chairman Robert L. Gordon, Vice-chairman Coleen N. Reamer, J. Edward Deardorff and LuAnn M. Dille. Doug Woerner was excused from the meeting.

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

**Public Present:** None.

**Township Business:** Prior to the meeting Secretary/Treasurer Feiler forward via email a draft copy of the 2015 Budget Message for the Board to review. A Budget Message is a document that explains the principal budget items and shows where the revenues and expenses come from for each Township fund. Supervisor Deardorff confirmed that the proposed 2015 road projects and the 2014 completed road projects were correct as stated in the Budget Message. In an effort to cut costs, the Budget Message will not be mailed to residents this year, but rather posted on the Township website and emailed to Township residents who are part of the private email distribution list.

The Board reviewed the 2014 Year End Projected Financial Statement that was created by Secretary/Treasurer Feiler. The General Fund is in good standing and currently under budget. As a result, the Board discussed contributing \$20,000 to the Non-Uniform Pension Plan, and to continue with the two budgeted transfers to the Capital Reserve Account of \$15,000 for a future vehicle purchase and the unused Recreation and Parks Commission balance of \$500.

Secretary/Treasurer Feiler submitted prior to the workshop a draft bid package for a canopy over the fueling station. There was no discussion as the Board would like further time to review the bid package.

A Home Occupancy Permit Application has been submitted to the Township for a home occupation on Mount Hope Road dealing with specialty manufacture repair and mail order sales. The Board discussed the application which will be up for consideration at the January Board meeting.

Supervisor Deardorff spoke of the following Road Department items: 1) the three railroad crossing in the Township have been added to PennDOT's program to update all the railroad crossing in the State by updating the approaches, signals and signage; 2) the Traffic Sign - Management, Reflectivity and Assessment Program that is being implemented by D.E. Gemmill, Inc. and; 3) the five year road plan was reviewed.

Chairman Gordon asked the Board if any more changes needed to be made to the Re-Organization Agenda or Fee Schedule. There were none. The Board also reviewed the vacancies on the various Township commissions that will be filled at the January Re-Organization meeting.

The Board discussed the status of the Iron Springs Plaza project.

At 7:47 PM the Board of Supervisors unanimously approved to adjourn the workshop and entered into an Executive Session to discuss a personnel matter.

The next Board of Supervisors meeting is January 5, 2015 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