

# Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

September 6, 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:** Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, and arriving at 7:41 PM EMA Coordinator Richard (Sam) Ginn.

**Public Present:** Karen Kugler, Fairfield Area School District Superintendent; Lonnie Whitcomb; Dave Peters; Don Wills, Jr.; Ed Fitzgerald; Nina Garretson; Sandi L. Polvinale and Anthony DiSanto of Carmel of Jesus Mary and Joseph; Cliff and Sherry Frost; Elizabeth Ryan of the *Emmitsburg News Journal*; and John Messeder of the *Gettysburg Times*.

**Public Hearing:** A public hearing was held to hear comments with regard to the application that was submitted by Daniel Snyder for an addition to the Hamiltonban Township Agricultural Security Area (ASA). Mr. Snyder's property has 192.19 acres in Hamiltonban Township and 73 acres in Fairfield Borough and is located at 36 Water Street. A Legal Notice was published in the *Gettysburg Times* on August 24, 2106 notifying the public of this hearing. Recommendations to adopt the proposed application were received from the Adams County Planning Commission and the Hamiltonban Township ASA Committee. Recommendations to deny the proposed application were received from the Adams County Office of Planning and Development, the Fairfield Borough Planning Commission, the Fairfield Borough Council, and the Hamiltonban Township Planning Commission. Supervisor Reamer motioned to deny the application based on the following comments: 1) The property is classified as a growth area in the Southwest Adams Joint Comprehensive Plan, and 2) The property is zoned R-2 Moderate Density Residential and not agricultural. Vice-chairman Woerner seconded. The motion carried unanimously. Even though the application was denied, Mr. Snyder may still continue to farm the property.

**Approval of Agenda:** The Board unanimously approved the Agenda.

**Public Comment:** Superintendent Kugler thanked Safety Coordinator Coleen Reamer for attending the July Planning Preparedness meeting at the Fairfield Area School District (FASD). She also stated that the FASD would like to replace the marquee sign that is located in front of the school with a LED illuminated sign. The Board is in favor of the new sign and instructed Superintendent Kugler to speak to Wilbur Slothour, the Township Zoning Officer, to obtain the sign regulations and permit. Superintendent Kugler and Mr. Whitcomb left the meeting at 7:17 PM.

**Approval of Minutes:** Vice-chairman Woerner motioned to approve the August 2, 2016, Board of Supervisors Meeting minutes. Supervisor Dille seconded. The motion carried unanimously. Supervisor Reamer motioned to approve the August 22, 2016 Board of Supervisors and Planning Commission Proposed Zoning Ordinance Workshop minutes. Supervisor Dille seconded. The motion carried. Vice-chairman Woerner abstained as he was not present at the Workshop. Vice-chairman Woerner motioned to approve the August 25, 2016 Board of Supervisors Workshop minutes. Supervisor Dille seconded. The motion carried unanimously. There was an Executive Session on August 18, 2016 and August 22, 2016 to discuss personnel matters, on August 25, 2016 to discuss a legal matter and personnel matter, and on August 31<sup>st</sup> to discuss a personnel matter.

**Solicitor's Report:** Solicitor Battersby stated that he is currently reviewing the Cooperation and Indemnification Agreement for the Iron Springs Plaza Project. That agreement will be ready for approval at the October Board meeting. Solicitor Battersby also confirmed with the Board that an ordinance is needed to post weight limits at bridges and to turn a bridge into a "yield to right of way" one lane bridge. Vice-chairman Woerner motioned to accept the Solicitor's report. Supervisor Deardorff seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:25 PM.

**Old/New Business:** Supervisor Reamer motioned to have Franklin Township install the needed load posting signs at the shared bridge on Hickory Bridge Road and to pay for half of the cost involved, and to prepare a bridge weight limit ordinance for the bridge. Vice-chairman Woerner seconded. The motion carried unanimously.

Chairman Gordon motioned to approve Resolution 2016-13: EMA Plan Promulgation and to have EMA Coordinator Ginn submit to the Board an updated EMA Emergency Operations Plan by the November Board meeting. Vice-chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to approve the 2017 Minimum Municipal Obligation for the Non-Uniform Pension Plan and Police Pension Plan. Supervisor Dille seconded. The motion carried unanimously.

Supervisor Deardorff motioned to appoint Ray Herr, Jr. as Roadmaster effective August 29, 2016. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Dille motioned to regrettfully accept Secretary/Treasurer Feiler's resignation effective September 16, 2016. Vice-chairman Woerner seconded. The motion carried unanimously.

Supervisor Dille motioned to appoint Nina Garretson as Secretary/Treasurer with a starting date of September 19, 2016. Supervisor Deardorff seconded. The motion carried unanimously.

Chairman Gordon motioned to appoint Nina Garretson as the Open Records (Right to Know) Officer and the CDL Coordinator. Supervisor Deardorff 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 August 2016 Check Detail report. As there were no comments or questions for Secretary/Treasurer Feiler, Vice-chairman Woerner motioned to accept the Treasurer's Report and approve all the expenditures for the month of August. Supervisor Dille seconded. The motion carried unanimously.

**Secretary's Report:** Secretary/Treasurer Feiler submitted her report along with the September calendar prior to the meeting. The Board reviewed her report and calendar. Supervisor Dille motioned to accept the Secretary's Report. Vice-chairman Woerner seconded. The motion carried unanimously.

**Road/Sewer Report:** Secretary/Treasurer Feiler submitted the Road/Sewer Report prior to the meeting. Road Coordinator Deardorff summarized the upcoming road work and the work that has been completed.

Chairman Gordon motioned to put down oil and chips on Knox Road in four different locations as described by Road Coordinator Deardorff to control dust with an approximate cost of \$900. Supervisor Dille seconded. The motion carried unanimously.

Supervisor Deardorff motioned to put oil down on the berms/shoulders to seal up the edges so moisture does not get under the blacktop on Cold Springs Road from Dug Lane to just past Moritz Road with an approximate cost of \$2,500. Vice-chairman Woerner seconded. The motion carried unanimously. Vice-chairman Woerner motioned to accept the Road/Sewer Report. Supervisor Deardorff seconded. The motion carried unanimously.

**Planning Commission Report:** Draft Planning Commission meeting minutes for August were distributed to the Board prior to the Board meeting.

Supervisor Reamer motioned to grant the time waiver request for the Adams Electric Coop Land Development Plan until August 23, 2017 as recommended by the Planning Commission. Supervisor Dille seconded. The motion carried unanimously.

Supervisor Deardorff motioned to reduce the Carmel of Jesus, Mary and Joseph Monastery letter of credit by \$134,760.01 as recommended by the Township Engineer. Vice-chairman Woerner seconded. The motion carried unanimously.

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

**EMA Report:** EMA Coordinator Ginn stated that he is in the process of updating the EMA Emergency Operations Plan.

**Fire Company Reports:** No reports were submitted.

**Zoning Officer's and Code Enforcement Officer's Reports:** Mr. Wilbur Slothour submitted his report for the month of August prior to the meeting. Three Well Permits were issued at 995 Jacks Mountain Road, 36 Water Street, and 78 Mount Hope Road; one Demolition Permit was issued at 1476 Iron Springs Road; two Land Use/Zoning Permits were issued at 10 Sour Mash Trail and 425 Jacks Mountain Road; and three Building Permits were issued at 2392 Mount Hope Road, 78 Mount Hope Road, and 425 Jacks Mountain Road.

Mr. Tim McCauslin submitted his report for the month of August prior to the meeting. He checked on a nuisance violation involving the storage of garbage on Iron Springs Road.

Supervisor Dille motioned to accept the Zoning Officer's and Code Enforcement Officer's Reports. Vice-chairman Woerner seconded. The motion carried unanimously.

**Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO):** It was noted that the transfer station in Washington Township, Franklin County is now accepting electronic recycling from residents of Adams County. The ACATO Convention is scheduled for November 9, 2016.

**York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC):** As there were no meetings, there was no report given.

**Special Notices:** Pippenfest is the last full weekend of September.

**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 - September 14, 2016 - CANCELLED.
- Joint Zoning Ordinance Workshop with PC & BOS - September 26, 2016.
- Planning Commission - September 27, 2016.
- Zoning Hearing Board - September 28, 2016.
- Board of Supervisors Workshop - September 29, 2016.
- Board of Supervisors - October 4, 2016.

**Adjournment:** At 8:01 PM, Vice-chairman Woerner motioned to adjourn the meeting. Supervisor Dille seconded. The motion carried unanimously. At this time the Board entered into an Executive session to discuss a personnel matter.

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Deborah K. Feiler  
Secretary/Treasurer

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Robert L. Gordon  
Chairman