

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Via: Startmeeting.com

Regular Meeting Minutes

June 7, 2022

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

Staff/Consultants: Solicitor Matthew Battersby and Secretary/Treasurer Nina Garretson.

Public: Bruce Strasbaugh with Cashtown Fire Company.

Approval of the Agenda: Vice-Chairman Woerner motioned to add 8.a. Startmeeting.com, edit 9.g. Zoning Hearing Board and Planning Commission, add 9.h. Driveway Ordinance Amendments. Supervisor Reamer seconded. The motion carried unanimously.

Public Comment: Bruce Strasbaugh, 88 Orrtanna Rd, Financial Secretary with Cashtown Fire Company brought a letter of thanks to the Township for the \$5,000 donation towards their Sutphen Rescue Engine. The Board expressed their gratitude for the services of Cashtown Fire Company. Mr. Strasbaugh left meeting at 7:04 PM.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the May 18, 2022 Board of Supervisors Meeting minutes. Supervisor Gordon seconded. The motion carried.

Solicitor's Report: Solicitor Battersby said that he researched and 914 Mt Hope Road – Camp Eder has provided proposed site-built plans to the Township, and as-built plans are not needed. Camps are both being treated equally by requiring the Master Site Plan only.

Solicitor Battersby instructed the Secretary to contact Zoning Officer regarding trailer sign at 4325 Fairfield Road which is not permitted. She reported Zoning Officer, Wilbur Slothour is working on having removed.

Vice-Chairman Woerner motioned to approve the Solicitors report. Supervisor Gordon seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:30 PM.

Road Report: Roadmaster Herr excused. His report was received by the Board in the Board packets prior to the meeting. Supervisor Reamer reported that the Road Department has begun second mowing. They will also be working on painting at the maintenance building and railing at office this week.

Supervisor Reamer said the Roadmaster indicated two pipes, one at Thunder and Rye, and one at Thunder and Bourbon Trails need replaced. Chairman Deardorff motioned to approve the purchase of 100 ft of pipe for replacement in the BB Section. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer said the truck order cost has gone up. On March 22 the cost was \$133,855.78, it has increased 6% by \$8,031.35, and is currently \$141,887.13. With the upfit of \$97,329.00 would bring total cost to \$239,216.13. Further discussion may be necessary.

Supervisor Gordon motioned to approve the registration of Supervisor Reamer and Roadmaster Herr for the Dirt & Gravel Training in Grantville on July 6 and 7, 2022. Secretary Garretson will register both. Chairman Deardorff seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve the Roadmasters Report. Supervisor Gordon seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in the packets for all accounts. Supervisor Gordon motioned to approve her report and pay all expenditures for the month. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve the renewal of the annual QuickBooks Payroll for \$650 to be paid with PCard. Supervisor Reamer seconded. The motion carried unanimously.

Vice Chairman Woerner motioned to approve the 2021 Audit by RKL and pay final invoice of \$2,450 with PCard. Supervisor Reamer seconded. The motion carried unanimously. She reported the Governor's Center for Local Government Services has approved audit.

Secretary's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in their packets. Vice-Chairman Woerner motioned to accept the Secretary's Report. Supervisor Reamer seconded. The motion carried unanimously.

Chairman Deardorff motion to discontinue the use of Startmeeting.com at the end of June 2022. Supervisor Gordon seconded. The motion carried unanimously.

Chairman Deardorff asked about electronic sign quotes, suggesting to contact Strickler. Secretary Garretson reported she spoke with Emmanuel Williams with CoStars and was given a listing of vendors. She will continue working on.

Old/New Business: Cashtown Fire Company – see public comment.

Chairman Deardorff said the Township would like a presentation and more information on the solicitation for the Fairfield AMVETS Community Ambulance Service building into a museum. Supervisor Reamer said there is no agreement between the Fairfield Community Fire Company and the Fairfield Historical Society. Secretary Garretson said the Fairfield Historical Society said they will not be moving items from their storage room at the Township office in response to Supervisor Gordon's inquiry.

Discussion of Moritz Road Project, Supervisor Reamer said the Township should cover the cost of pipe and installation at 408 Moritz Road since the Township is making changes to the road. Chairman Deardorff motioned to authorize the Township to put in pipe to correct water issues at 408 Moritz Road. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve Resolution 2022-07 America250PA which is supporting the Pennsylvania Commission for the United States semi-quincentennial. Vice-Chairman Woerner seconded. The motion carried unanimously.

Board tabled Community Media request, as more information is needed of what Adams County is doing.

Supervisor Gordon motioned to approve annual service of HVAC systems for the maintenance building and office by Thomas Inc. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve the annual service of fire extinguishers by Kint. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary Garretson reported that Jeff Hardman has accepted the appointment to the Planning & Zoning Commission and Charles Christianson has accepted the appointment as alternate to the Zoning Hearing Board. Both have taken the oath of office.

Discussion of Driveway Ordinance Amendments are needed due to steep slopes. Supervisor Reamer said a statement needs to be added on application that driveway permit is contingent on E&S plan and Zoning Land

Use application. Supervisor Reamer said that the driveway permit issued by Roadmaster only evaluates the first 25 feet, and the driveway is determined by zoning, engineers and E&S consultants. Solicitor Battersby said the ordinance needs to reflect these requirements. Board suggested that the small group zoning committee should work on this and present to the Planning & Zoning Commission. Board wants the Zoning Officer and Township Engineer to visit 1709 Cold Springs Road site and make recommendations.

Planning Commission Report: no discussion.

Zoning Officer's Report and Code Enforcement Officer's Report: Supervisor Gordon reported the Code Officer issued violation letter to resident on Whippoorwill Lane regarding cats and chickens, and reported it has been resolved. He said Zoning Officer report showed eight zoning inquiries and issued six permits for zoning, well and building in May. Vice-Chairman Woerner motioned to approve the Zoning Officer and Code Officer reports. Supervisor Reamer seconded. The motion carried unanimously.

Discussion regarding 401 Mt. Hope Road for junk, which Supervisor Reamer said should be cited for non-compliance. Board consensus agreed.

Joint Parks and Recreation Commission Report: Supervisor Reamer asked for more definitive information for picnic. She stated the JPRC suggested 4 PM on August 21st before Music in the Park event. Board consensus this would be bring a covered dish to share, for Board, consultants and commission members.

FEMA Report: Next meeting is June 20th.

Fire Company Reports: Supervisor Gordon reported Fairfield Fire Company April report 13 calls with 3 in township and May report 19 calls with 6 in township; Fountaindale Fire Company May report showed 10 calls with 3 in township and plan weeklong Jr. Academy in July; Cashtown Fire Company April report 23 calls with 1 in township and May report 24 calls with 5 in township; AREMS April report 745 calls with 11 in township and May report 758 calls with 16 in township.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon said he was unable to attend last meeting, but the featured speaker was Bradley Kommeth with ACOPD regarding the fire study. He said ACATO held flagger training and is to hold secretaries' luncheon and fall conference.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): ACTCC postponed due to lack of business. YATB no discussion.

Pennsylvania State Police Report. Supervisor Gordon stated May report showed 49 calls with 16 school checks.

Special Notices: June 19th Music in the Park featuring Cumberland Shakedown.

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 posted via a notice on the office door.

- Parks and Recreation Commission – June 14, 2022
- Board of Supervisors Meeting – June 21, 2022
- Planning Commission – June 28, 2022

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8:03 PM. Seconded by Supervisor Reamer. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman