

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Workshop
February 28, 2019

At 7:00 PM Chairman Deardorff 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 J. Edward Deardorff, Douglas Woerner, LuAnn M. Dille, Robert L. Gordon, and David B. Martin.

Staff Present: Roadmaster Ray Herr and Secretary/Treasurer Nina Garretson.

Public Present: David Martin representing Fountaindale Fire Company, Sherry Frost, Cliff Frost and John Messeder of the *Gettysburg Times*.

Agenda approval: Board consensus.

Public Comment: Dave Martin with Fountaindale Fire Company presented the Board members with revised box cards. He stated only minor changes primarily to numbers associated with BLS-E and ALS 54-6 and 54-7. Dave also updated on the merger of Fairfield EMS with Adams Regional Emergency Medical Services. He stated they now have 24/7 EMT coverage and the equipment has transferred to AREMS.

Chairman Deardorff asked if any further public comment, but there was none.

Executive Session: The Board of Supervisors went into Executive Session at 7:19 PM to discuss personnel and legal issues. Returned at 7:31 PM.

Township Business: The following Township business was discussed:

Supervisor Gordon stated that he and Roadmaster Herr need the Township to enact a Snow Emergency Ordinance. Presented the Secretary with a sample "declaration of disaster emergency." Board instructed that Roadmaster Herr will be responsible to enact and to contact Adams County Control.

Roadmaster Herr presented several quotes for a Wheel Loader to the Supervisors. Groff Tractor at \$135,000; Cleveland Brothers at \$152,511; Plasterer Equipment Co. at 144,900; and Stephenson Equipment Inc. at \$116,860. Discussion that the rental and repair cost to the current backhoe warrant this expense. Roadmaster Herr said he suggest the Groff Tractor proposal as it includes a warranty package above what others are providing and the CASE equipment is a good model. He felt in the long term would save the Township money.

Road Coordinator/Chairman Deardorff stated the used truck bed should be taken to salvage. The Board consensus was that the Roadmaster proceed, although metal prices are down. He explained that the Township can order another 40 tons of Bulk Road Salt if needed, and can also obtain 75 tons from Liberty Township. At this time, they are going to use the stockpile which will hopefully clear the bin for cleaning.

Discussion on annual Road Audit which will be advertised and held on Saturday, April 6, 2019 beginning at 7:00 AM. John Messeder with the Gettysburg Times asked to be included and the Board stated it is open to the public. Supervisor Dille will obtain transportation for the Supervisors.

The Road Coordinator, Roadmaster and Township Engineer will meet to assess the drainage issued at 31 Carrolls Tract Road. Supervisors suggested that Liberty Worship Center's engineer and representatives also be invited.

Roadmaster Herr requested to dismantle the EMA office at the Maintenance building and to obtain recliners as a breakroom to rest during snow and other storms.

Secretary Garretson reported that street lights have been ordered with West Penn Energy for Scotch and Rum Trails. Road Coordinator/Chairman Deardorff said only one light can be installed at Scotch as there is no transformer on the pole at the other intersection. The same problem exist at Route 116 and Carrolls Tract intersection as the transformers are too far away.

Road Coordinator/Chairman Deardorff reported that he and Roadmaster Herr met with PennDOT representation this week to begin the process of bidding the Hickory Bridge Road Project. They have now turned contract and stone and materials bids over to Secretary for processing. Roadmaster asked that line painting be kept separate. Roadmaster asked for the Solicitor to clarify if the vendor awarded the bid cannot provide product immediately, if the Township may use another vendor.

Discussion regarding the maintenance contract for 4020 Shop and township office was reviewed and states expired. The Township will now use suppliers on a case by case basis.

Supervisor Dille stated James Phillips contacted her regarding natural gas. Columbia Gas is sending survey letters to property owners along the Carrolls Tract Road, and if enough show interest they will install lines at their cost.

Supervisor Martin updated the Board on recent FREMA meeting. Said the members will share in cost of approximately \$200 to purchase a coat and hard hat for current EMA Coordinator, Adam Wine. The Township will receive a map, however the cost to have laminated is \$35. The next meeting is scheduled for April 15.

Secretary Garretson stated she has spoken with Adams County Tax Mapping, the Fairfield Fire Department and Adams County EMA regarding the private lane issue where there is an address on Wilderness Lane and the residents are still using Mt. Hope Road address. The Board instructed this to be turned over to Solicitor for follow-up.

Discussion regarding the invoices for 4910 Fairfield Road – Town Center which the property owners refuses to pay. Supervisor Dille said the investigation was done due to complaints from residents. Board will be asked Solicitor for advice on how to proceed.

Secretary Garretson provided CoStars member W.L. Strickler Signs quote of \$25,00-\$30,000 for electronic sign for Township Office. Supervisor Dille stated another municipality had on installed at a cost of \$54,000. Quotes for current lettering also presented.

Supervisor Dille said new vacuum cleaners are needed for the Township office and the Maintenance building. She will investigate and bring cost back to the Board.

Secretary Garretson stated the Township Engineer, Fred Heerbrandt said the Board should forward the Hamiltonban Township Floodplain Ordinance to Solicitor for review. This is in conjunction with the new floodplain maps which FEMA is currently taking comments on.

The Board will again do a proclamation designating April for PA 811 Safe Digging Month.

Discussion regarding the Sewage Component module for Knouse Foods which still needs information from PA American Water for review. Comments from Planning Commission regarding the Conditional Use Application to be given after their March 26 meeting.

Items for March Board of Supervisors Meeting Agenda

- Motion to approve Box Card changes as presented for Fountaindale Fire Company.
- Motion to approve or deny Sewage Component as presented for Knouse Foods.
- Motion to prepare and advertise Snow Declaration Ordinance.
- Motion to pursue and move forward with purchase of Wheel Loader.
- Motion to have Solicitor follow up with property owner regarding addressing private lane issue.
- Motion to have Solicitor review Floodplain Ordinance for compliance.

At 8:36 PM Vice-Chairman Woerner motioned to adjourn, seconded by Supervisor Martin, the Board of Supervisors unanimously approved to adjourn the workshop.

The next Board of Supervisors meeting is March 5, 2019 at the local prevailing time of 7:00 PM.

Nina Garretson, Secretary/Treasurer

J. Edward Deardorff, Chairman