

Hamiltonban Township Board of Supervisors  
23 Carrolls Tract Road, Fairfield, PA 17320  
Regular Monthly Meeting Minutes  
September 2, 2008

**Supervisors Present:** Chairman Robert L. Gordon, Vice-chairman James E. Grinder, Police Coordinator Coleen N. Reamer, Supervisor James E. Benner, and Supervisor Dale J. Premo

**Planning Commission Member Present:** Secretary Doreen Premo and Pamela Wiehagen

**Staff:** Solicitor Matthew Battersby, Zoning Officer Milton Nicks, Secretary/Treasurer LuAnn Dille, Road Master John Harbaugh, Police Officer Juanita Larmer, and EMA Coordinator Donald Wills, Jr.

**Public:** SPCA Lisa Conklin, Thomas Brown, Fountaindale Fire Chief David Martin, Barbara Nicks, and Harry Rood

At 7:30 PM Chairman Gordon called the meeting to order and welcomed the public to the meeting. Those present recited the Pledge of Allegiance.

**Approval of the Minutes**

Supervisor Premo made a motion to approve the August 5, 2008 Board of Supervisors Meeting Minutes and the August 28, 2008 Board of Supervisors Workshop Meeting Minutes, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

**Public Comment** None at this time

**Solicitor's Report**

Solicitor Battersby stated that he attended the August 26, 2008 Hamiltonban Township's Planning Commission meeting. The JDH/Fairfield Market Plan was initially considered at this meeting. A major concern with this plan is the availability of sewer capacity. Chairman Gordon has requested that Mr. Cormany of Martin and Martin, Inc. draft a correspondence requesting that Fairfield Municipal Authority give a written status of the sewer capacity for JDH/Fairfield Market Plan. Chairman Gordon noted that the Hamiltonban Township Planning Commission has 62 days to act on the plan and that the Board of Supervisors have 90 days (including the 62 days) to act on the plan. The Hamiltonban Township Planning Commission will need to take action on this plan at the September 23, 2008 meeting.

Supervisor Benner made a motion to adopt Holding Tank Ordinance 2008-07, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

At the August 5, 2008 Board of Supervisors meeting the Board made a motion to advertise the inter-municipal police agreements, but as some unacceptable last minute changes were made by Carroll Valley's police representative, the Board voted to not advertise the ordinance for adoption tonight.

### **Zoning Officer's Report**

Mr. Nicks stated that if a municipality issues a permit for a temporary inflatable pool, then the pool requires a Uniform Construction Code Inspection. Currently Hamiltonban Township does not require permits for temporary inflatable pools. Zoning Officer Nicks stated that some municipalities are not issuing a permit, but are checking for proper set-backs. It was questioned how insurance companies would handle an injury claim caused by a temporary inflatable pool.

Zoning Officer Nicks consulted with Strawberry Hill Nature Preserve concerning the installation of two more signs. Zoning Officer Nicks made a judgment that Strawberry Hill Nature Preserve will not be allowed to install any new signs as they have more than the maximum allowed signage area per the current Hamiltonban Township ordinances. Some of their signs are grandfathered.

Zoning Officer Nicks asked about the status of the Well Ordinance Amendment concerning geothermal open systems. Chairman Gordon replied that Martin and Martin, Inc.'s William Kick is researching this. Chairman Gordon has asked for clarification from Solicitor Battersby that if DEP allows an open system, can Hamiltonban Township legally prohibit an open system. Mr. Rood stated if a property owner wants to install an open system, they must obtain a permit from DEP. It was therefore decided that Zoning Officer Nicks should not issue a building permit until DEP has approved the system. In the meantime, the property owner may opt for a closed system if time is of the essence.

Zoning Officer Nicks gave the following August 2008 Zoning Officer's Report. Zoning Officer Nicks issued fourteen permits as follows: one permit each for a well, a cell tower, a cell antenna, a deck with a handicap ramp, a pole barn, a new house, and a change of a roof pitch. Seven Use and Occupancy Permits were issued.

He also attended the Board of Supervisors and Planning Commission public meetings.

Mr. Nicks stated that Mr. Brown, an avid train hobbyist, would like to display a real train caboose on his property. He will need to obtain a Land Use Zoning Permit from Zoning Officer Nicks. The Supervisors do not have any objections to the installation of a train caboose on Thomas Brown's property at 215 Water Street, Fairfield, PA.

Supervisor Premo made a motion to approve the August 2008 Zoning Officer's Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

### **Road Report**

Road Master Harbaugh gave the following August 2008 Road Report:

1. The Road Crew trimmed limbs and branches that were overhanging the roadway on Mount Hope Road and Bullfrog Road.
2. Road Master Harbaugh spoke with several property owners that have dead trees on their property that could fall on the Township's roadways. All the property owners granted permission for the Township to cut the trees down. The Road Crew will not clean up the debris.
3. Road Master Harbaugh noticed while trimming a right-of-way that the top of a utility pole had burned and electric wires were laying in a walnut tree on Strawberry Hill Nature Preserve's property. Road Master Harbaugh alerted Adams Electric Cooperative immediately.

4. Road Master Harbaugh called Adams Electric Cooperative about three dead trees on right-of-way by transmission lines near the Township's maintenance shop.
5. The Road Crew partially cleared the Township's two adjoining lots in the BB Section so that the Parks and Recreation Commission could complete a site review. Two corner pins as well as a capped water well were found on this property.
6. The Road Crew cleared brush from the intersections of Thunder/Bourbon Trails, and Thunder Trail/Iron Springs Road.
7. The Road Crew cleared brush and limbs at the end of Old Waynesboro Road and Route 16 that were blocking the visibility at this intersection.
8. The Road Crew replaced signs that were damaged from an accident in the 2600 block of Mount Hope Road. A statement of the damage and the cost to replace signage was given to the State Police.
9. The Road Crew cleaned up transmission fluid at the end of Carrolls Tract Road and Route 116.
10. The Road Crew cleaned up stones that were spilled at the intersection of Bullfrog Road/Route 116.
11. The Road Crew spread calcium on Old Waynesboro Road patched areas for dust control.
12. Road Master Harbaugh called CSX Railroad because the railroad crossing at Hickory Bridge Road is extremely rough.
13. The Road Crew cold- patched the road area where crosspipes had settled on Mount Hope Road.
14. Road Master Harbaugh installed ten flame tape strips on Route 116 near the Fairfield Area School District property.
15. Road Master Harbaugh scheduled Alpha Space to paint the crosswalk in front of the Fairfield Area School District before school started. Alpha Space has not painted the crosswalk yet.
16. Road Master Harbaugh spoke with Fairfield Municipal Authority about an excavated area on Franklin Street. Mr. Keller from the Fairfield Municipal Authority acknowledged that the Fairfield Municipal Authority had to make a waterline repair and will be placing a final patch on the area soon.
17. Road Master Harbaugh spoke with C.E. Williams about the repaving and milling on Old Waynesboro Road. He also called ISP Minerals and George & Sons to give them a status report of the scheduled work. Two signs were installed with the proposed work dates posted.
18. The Road Crew finished mowing road edges on upper Cold Springs Road and the South Mountain area.
19. The Road Crew measured Beechwood Drive and Franklin Street to obtain the footage needed for sealing estimates.
20. The Road Crew replaced several hydraulic fittings and the starter solenoid on the tractor/mower. Hamner's Garage had to drill out and install Keen Serts on several bolts that broke off from the mount on the side mower deck to the tractor.
21. The International dump truck was inspected and had four new batteries installed.
22. The 2000 Cruiser had the intake manifold replaced at Davidson Motors.

23. Mr. Kuykendall swapped the Vascar units from the 1997 Cruiser to the 2000 Cruiser.
24. The Township purchased two used rims to mount the snow tires for the 2000 Cruiser.
25. Mr. Kuykendall waxed the Peterbilt and detailed the inside. Road Master Harbaugh and Mr. Kuykendall greased the truck.
26. Mr. Kuykendall greased the Bobcat and loader.
27. The Road Crew mowed the boundaries of the Township's property on Carrolls Tract Road.
28. The Road Crew tested the new Bobcat grader blade at the shop.
29. The Road Crew installed a telephone jack in the EMA Coordinator's office for the newly designated phone line.
30. Road Master Harbaugh purchased a water cooler and stopped the Roaring Springs water service.
31. Road Master Harbaugh had 31.25 hours of community service help this month.
32. Several Supervisors, EMA personnel, Police Officer Larmer and Road Master Harbaugh attended a gas pipeline safety meeting.
33. Mr. Kuykendall marked all the new cones with HBT and the Township's telephone number.
34. While trimming Bullfrog Road, the Road Crew witnessed someone pick up one of our cones, but it was recovered a short time later.
35. Road Master Harbaugh was called to verify road damage on the 2300 block of Cold Springs Road, Orrtanna by a resident. A letter was sent to the person suspected of damaging the road.

Following are upcoming projects:

1. Road Master Harbaugh will call Penn DOT about a flashing trailer sign posting work dates and times of Old Waynesboro Road project.
2. Tomorrow Road Master Harbaugh and Secretary/Treasurer Dille will draft an advertisement for The Record Herald with the milling and repaving dates for Old Waynesboro Road.
3. The work is scheduled for the milling and repaving of Old Waynesboro Road project and repaving of a small area on Newman Road.
4. Road Master Harbaugh will call about getting lines painted on the newly blacktopped areas.
5. Road Master Harbaugh will obtain prices for guide rail on Old Waynesboro Road.
6. Road Master Harbaugh will obtain prices to seal cracks on Beechwood Drive and Franklin Street.
7. The Road Crew will need to complete some excavation work in the BB Section to correct some stormwater problems on Rum Trail and Sour Mash Trail.
8. The Road Crew will start cutting dead trees that could fall on the roads.
9. The Road Crew will continue trimming limbs and branches that are overhanging the roads.
10. The Road Crew will continue taking inventory of equipment and how often it is used.
11. The Road Crew will continue installing red delineators at unmarked crosspipes.

The Township will need to comply with the new Penn-Dot sign regulations. Road Master Harbaugh stated he would need to complete a detailed road inspection but about two thirds of the current signs are satisfactory. The remaining signs will need to be replaced in phrases possibly over the next three budget years.

The CSX Railroad crossing at Greenstone has not been repaired as promised. EMA Coordinator Wills and Secretary/Treasurer called CSX Railroad again.

The shared driveway at the proposed Hamiltonban Township's new facility and Liberty Worship Church building must have a 50 foot right-of-way. The Township has mowed the property line and has discovered that someone has extended their garden onto the Township's property. Chairman Gordon states that the Township should speak with the property owner now to prevent any misunderstanding in the future.

Fountaindale Fire Chief Martin asked if there would be any limitations for the fire company apparatus during the Old Waynesboro Road Project. If it is necessary, the fire apparatus could be moved to another location. Road Master Harbaugh responded there should not be any limitations. Hamiltonban Township will work with the fire company if there is an emergency. ISP Mineral, Inc. is cooperating with the Township, and if needed, the water truck will be available.

EMA Coordinator Wills asked if the Township removed the guide rail in the BB Section at the curve on Scotch Trail. Road Master Harbaugh responded that the Township did not remove the guide rail and that he did not remember any guide rails in that location.

Carroll Valley Borough employees may begin to complete minor maintenance of the traffic lights on each side of the Jack's Mountain Bridge. This should reduce the maintenance cost, which is shared by the Borough of Carroll Valley and Hamiltonban Township.

Supervisor Benner made a motion to approve the August 2008 Road Master's Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

### **Public Comment**

Mrs. Conklin from the Society for the Prevention of Cruelty to Animals (SPCA) and her dog Wesley made a presentation to the Board of Supervisors requesting one dollar per capita funding for the SPCA programs. The SPCA is a non-profit charity but it functions as an organization for public health and safety. The SPCA provides animal control services to the community. This is currently an open-door facility, and they accept all animals in all conditions. Mrs. Conklin distributed the SPCA contract. Chairman Gordon stated currently the Township makes an annual \$500 donation. She stated that the Hamiltonban Township's Police Department and residents benefit from the SPCA services. The Board of Supervisors appreciates the services provided to the Township through the SPCA. Mr. Brown was one of the original SPCA Board of Directors and still supports the organization. As a citizen of Hamiltonban Township and a supporter of the SPCA, Mr. Brown would like to encourage the Board of Supervisors to increase funding to the SPCA.

### **Sewer Report**

Road Master Harbaugh gave the following August 2008 Sewer Report:

1. Road Master Harbaugh spoke with the farmer who had asked to bale the hay on the spray field. The farmer stated his equipment broke and now the grass is past prime as a hay crop and he does not want to harvest the grass crop. Mr. Kuykendall has mowed the spray field.
2. The Road Crew is still working on removing vines and debris from the fence around the Orrtanna Treatment Plant.
3. The new autodialer will be installed and programmed by Ketterman Electric. On September 2, 2008 the generator will be set up to do a weekly test run.
4. The quarterly well samples were taken on September 2, 2008.
5. On September 2, 2008 the Road Crew greased the pumps and mowed the Orrtanna Treatment Plant's lawn.

Supervisor Benner made a motion to approve the August 2008 Sewer Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

### **Treasurer's Report**

Supervisor Benner made a motion to adopt Resolution 2008-21 Budget Adjustment Amendment, seconded by Supervisor Premo. The Board unanimously approved this motion.

Supervisor Premo made a motion to approve the August 2008 Treasurer's Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.  
September 2008

General Account	Income	Expenses	Transfer	Balances
ACNB Checking	\$77,119.52	\$66,257.90		\$ 19,921.46
ACNB Savings	4.10			20,966.71
PLGIT	1,248.39			237,796.83
PLGIT CD				98,000.00
PLGIT CD				<u>98,000.00</u>
Total Current Assets				\$474,685.00
Sewer Account				
ACNB Checking	\$ 1,000.27	\$ 5,557.16	2,200	\$ 87.73
ACBN Savings	1.19			6,222.49
PLGIT	26.35			<u>9,561.15</u>
Total Current Assets				\$ 15,871.37
State liquid Fuels				
PLGIT Short Term				\$ 112,108.05
PLGIT Emergency	\$ 9.91			5,327.74
PLGIT Cash	42.17			<u>22,663.85</u>
Total Current Assets				\$ 140,099.64

### **Approval of Expenditures**

Police Coordinator Reamer made a motion to approve the August 2008 Expenditures, seconded by Supervisor Benner. The Board unanimously approved this motion.

### **Secretary's Report**

Chairman Gordon made a motion to adopt Resolution 2008-22 Pension Administrator, seconded by Supervisor Benner. The Board unanimously approved this motion.

Supervisor Benner made a motion to approve the August 2008 Secretary's Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

### **Police Report**

Officer Larmer gave the following August 2008 Police Report. Officer Larmer had 51 service calls, two arrests, two investigations, seven traffic arrests, issued three warnings and had two criminal cases. She traveled 617 miles, used 56.5 gallons of gas for 10.92 miles per gallon of fuel. The Road Crew will construct more "temporary no parking" signs for Pippinfest. The Board of Supervisors authorized Officer Larmer to purchase \$30 worth of candy for Trick-or-Treat. Police Secretary Mattingly is working independently on some projects. Supervisor Benner made a motion to approve the August 2008 Police Report, seconded by Supervisor Premo. The Board unanimously approved this motion.

Police Coordinator Reamer is still exploring life and disability insurance coverages and requirements for the Police Department. There are several items to be considered.

Supervisor Premo made a motion to proceed with researching information on purchasing or leasing a 2009 Ford Explorer for the Police Department with the intent to make a decision when firm quotes are obtained, seconded by Supervisor Benner. The Board unanimously approved this motion.

### **EMA Report**

On August 27, 2008 the yearly dinner seminar sponsored by the Pipeline Group Paradigm was held at The Orchard Restaurant in Chambersburg, PA. The program included a training session on the many pipelines crossing through Pennsylvania. The program showed the dangers of excavating around pipelines and how to handle emergencies. Several members from Hamiltonban Township attended the meeting.

EMA Deputy Coordinator Schneider and EMA Coordinator Wills will be attending the NIMS 100 Training on September 8, 2008 at the Adams County Emergency Operation Center, in Gettysburg, PA.

EMA Coordinator Wills and Secretary/Treasurer called the CSX Railroad about the railroad crossing on Iron Springs Road at Greenstone. Several weeks ago the CXS Railroad replaced the rail at the crossing but did not fill in the void with asphalt. The railroad crossing is still very rough.

Chairman Gordon made a motion to approve the August 2008 EMA Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

**Old Business** None at this time

### **New Business**

Police Coordinator Reamer reported that DCNR South Mountain Conservation Landscape Initiative would like to have Hamiltonban Township create an official map to include greenways and recreation areas. Police Coordinator Reamer made a motion to have the Hamiltonban Township's Recreation and Park Commission formulate a

Hamiltonban Township Official Map to identify and connect greenways and open spaces, seconded by Chairman Gordon. The Board unanimously approved this motion.

Hamiltonban Township needs to appoint a contact person for the Adams County Comprehensive Plan Transportation Committee to replace former Road Master Deardorff. No one volunteered and no one was appointed. Secretary/Treasurer Dille was instructed to have the information mailed to the Hamiltonban Township's business office.

**Communications are available upon request**

**Meeting Dates**

Next regular Hamiltonban Township Recreation and Park Commission meeting will be September 10, 2008, at the prevailing time of 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA 17320

Next regular Planning Commission meeting will be September 23, 2008, at the prevailing time of 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA 17320

Next regular scheduled Supervisors Workshop September 25, 2008, at the prevailing time of 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17230

Next regular Board of Supervisors Meeting will be October 7, 2008, at the prevailing time of 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17320

**Adjournment**

At 9:14 PM Supervisor Benner made a motion to adjourn the meeting, seconded by Chairman Gordon. The Board unanimously approved this motion.

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LuAnn M. Dille  
Secretary/Treasurer

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Robert L. Gordon  
Chairman