

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Monthly Meeting Minutes
May 7, 2019

At 7:00 PM Supervisor Deardorff called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. The meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Supervisors Present: J. Edward Deardorff, Douglas Woerner, LuAnn M. Dille, Robert L. Gordon and David B. Martin.

Staff: Solicitor Matthew Battersby, Secretary/Treasurer Nina Garretson, and Roadmaster Ray Herr.

Public: Cliff Frost, Mary Lane, Jeff Lane, and John Messeder of the *Gettysburg Times*.

Approval of the Agenda: Discussion items added for septic excusal requests, complaint submitted, ISO, and Soccer Shots contract. Approved by consensus.

Public Comment: None.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve April 2, 2019 Board of Supervisors Meeting; April 10, 2019 Special Board Meeting; and the April 25, 2019 Board of Supervisors Workshop. Supervisor Dille seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby said no action is needed from the Board at this time regarding the Hamiltonban Municipal Sewer Authority as it is dissolved. Paperwork needs to be completed for the State.

Solicitor Battersby has reviewed sewer ordinances which are not to be included in the codification process. He said the Township must keep an Ordinance to mandate sewer connection, but that the Fairfield Municipal Authority and Pennsylvania American Water would have their own policies.

Discussion regarding on-site sewer system which the Solicitor said is required to keep placement on one property or combine properties. Engineer spoke with Solicitor and he has advised to keep on one property.

Solicitor has not reviewed Flood Plain Ordinance as yet.

Solicitor said he has spoken with CSX Railroad regarding the requirements for the Hickory Bridge Road Project. He said it will be the contractor's responsibility that CSX will charge \$1,200 per day and administrative fees, and they will work directly with CSX.

Solicitor reviewed lease/purchase agreement, and stated the equipment does have warranty which Roadmaster provided a copy of to him.

Solicitor said the Township needs to add strict definition of transient lodging to the new draft zoning ordinance. Supervisor Dille stated the Board has already authorized one property as an Airbnb, which Solicitor said would be grandfather in. Solicitor said this needs to distinguish between single family home and that of a business, and the Board to decide what zones to allow.

Discussion regarding part-time employee for road department. Roadmaster asked if 17-year-old would need work permit. Solicitor stated yes or if declared emancipated child. Chairman Deardorff said anyone interested should complete application which the Board would review. Secretary Garretson will check with insurance carrier if covered under workers comp policy.

Vice-Chairman Woerner motioned to accept the Solicitors Report. Supervisor Martin seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:14 PM.

Road Report: Chairman Deardorff said the wall installed by the road department held up well from the recent flooding that occurred. The road department is working on cleaning ditches, and installed pipe in Carrolls Tract Road and will begin to work on Hickory Bridge Road. Supervisors thanked for great job.

Roadmaster Herr said quotes obtained for seal coating were \$70,000 for single and \$115,000 for double application of approximately four miles. Supervisor Gordon motioned to advertise bid prepared by PennDOT rep, Roadmaster and Secretary for 48,000 square yards double seal coat. Supervisor Dille said double to last longer worth extra cost. Chairman Deardorff seconded. The motion carried unanimously.

Supervisor Gordon motioned to advertise bid prepared by PennDOT rep, Roadmaster and Secretary for 152,000 linear feet (LY) double yellow, 20,000 LF 4" white, 12 stop bars and 4 railroad crossings. Vice-Chairman Woerner seconded. The motion carried unanimously. Chairman Deardorff said the Roadmaster will request separate invoice for Old Waynesboro Road as Specialty Granules will reimburse the Township.

Roadmaster Herr presented quotes from AAA Paving and C.E. Williams for special road projects. He said requested from Fayetteville Contractors but received nothing. Supervisor Dille noted that no detail included in the proposal from C.E. Williams. Secretary Garretson suggested checking with Solicitor regarding accepting quotes. Supervisor Dille motioned to accept the two proposals for five projects (\$11,665 Cold Springs Road; \$2,500 Mt. Carmel Road; \$3,500 Gum Springs Road; Upper section Mt. Hope Road \$4,500; Bullfrog Road intersection \$2,500) from AAA Paving, Waynesboro as the most responsible and lowest bidder, to be paid with general funds. Supervisor Gordon seconded. The motion carried unanimously.

Old/New Business: Bids opened for Hickory Bridge Road Project from AAA Paving, Waynesboro for \$45,942.30; New Enterprise Stone & Lime Co., Chambersburg for \$88,850.00 and C.E. Williams, Gettysburg for \$77,320.00. Vice-Chairman Woerner motioned to accept the bid of \$45,942.30 from AAA Paving, Waynesboro contingent they meet all requirements with CSX Railroad at their expense. Supervisor Gordon seconded. The motion carried unanimously.

Chairman Deardorff motioned to accept and award stone and material bids as suggested by Roadmaster Herr at the April 25, 2019 workshop meeting, as the most responsible lowest bidders due to trucking cost, quality of materials and whether PennDOT approved, but to reject the AS1 and AS2 bids since not PennDOT approved. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Dille motioned to accept the quote for ten decals for \$250.00 from Butch Eyer Signs. Chairman Deardorff seconded. The motion carried unanimously.

Supervisor Gordon motioned to adopt Resolution 2019-11 Opposing House Bill 349 requiring municipalities enforcing the PA Uniform Construction Code through third party agencies to retain two third party agencies. Chairman Deardorff seconded. The motion carried unanimously.

Supervisor Dille motioned to adopt Resolution 2019-12 General Obligation Note for \$50,000 for the purchase of the 2019 Case Wheeler loader from the State and authorize Chairman and Secretary as signatories for the Commonwealth of PA loan and FNB Lease/Purchase Agreement. Seconded by Vice-Chairman Woerner. Each Supervisor yea in favor of executing documents. The motion passed 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. Vice-Chairman Woerner motioned to accept the Treasurers Report and approve all expenditures for the month. Supervisor Martin seconded. The motion carried unanimously.

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

Secretary Garretson provided update on septic pumping and inspections of all districts. Supervisor Gordon noted that in Districts 1 and 4 due this year, only about half in compliance. Board instructed Secretary to send the SEO two excusal requests to investigate and make recommendations (1583 Carrolls Tract Rd and Emory Lane).

Zoning Officer's Report and Code Enforcement Officer's Report: Reports received by the Board prior to the meeting. Supervisor Dille motioned approve the Zoning Officer and Code Enforcement Officer's reports. Vice-Chairman Woerner seconded. The motion carried unanimously.

Planning Commission Report: Vice-Chairman Woerner motioned to authorize the advertisement of the June 24, 2019 meeting regarding the draft Zoning Ordinance under consideration. Supervisor Gordon seconded. The motion carried unanimously. Supervisor Gordon will follow up with Rob Thaeler with Adams County Planning regarding the ad statement.

Vice-Chairman Woerner motioned to appoint Chairman Deardorff as representative and to authorize the execution of documents for amending PennDOT Grant for Iron Springs Plaza. Supervisor Gordon seconded. The motion carried unanimously.

Joint Parks and Recreation Commission Report: Supervisor Dille stated she spoke with JPRC Chairman Terry Scripture and the need for space at the Township Office building. Supervisor Gordon motioned to approve space for a file cabinet for the Joint Parks & Recreation Commission. Chairman Deardorff seconded. The motion carried unanimously.

Supervisor Gordon motioned to authorize Chairman Deardorff as signatory and to execute agreement with Soccer Shots for the Hamiltonban Community Park. Supervisor Martin seconded. The motion carried unanimously.

Supervisor Gordon said plants for the Meadow are scheduled for delivery May 15, and the Music at the Park set to begin June 16.

FREMA/EMA Report: Supervisor Martin said he was unable to attend recent meeting. The meetings are now at 1:00 pm every other month. Supervisor Dille volunteered to attend as Hamiltonban Township representative.

Fire Company Reports: Supervisor Gordon stated Cashtown Fire Company report showed 23 calls, two were in the Township; Fountaindale Fire Company report showed 6 calls, two were in the Township and AREMS had twelve calls in the Township in April.

Secretary reported she has tried to contact South Mountain Fire Chief regarding the request by resident for rating of fire company by ISO. She did contact ISO who said they only release this information to the fire chief. We do have Township rating done in 2014 and a letter will be sent to resident with this information.

Supervisor Martin requested that a letter be sent from the Township to Fairfield Fire Company to update their box cards.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon said the Legislative session was well attended and can be viewed on Community Media. COG will be voting on resolution to oppose House Bill 349 which is now in Senate. No update on ACATO.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Dille stated at the joint meeting of YCTCC and ACTCC audits approved for both organizations. Also, the YATB audit was approved. The YATB explained the recent double transaction. It was human error. Safeguards were and are in place to prevent in the future. The safeguard was overrode. Immediate actions were taken and the process is continuing.


Pennsylvania State Police Report. Supervisor Gordon said report for April showed 55 calls of which 11 were checks at the school.

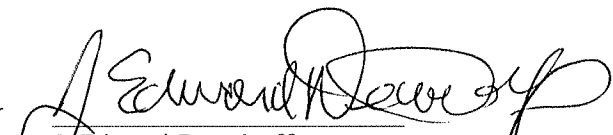
Special Notices: Conditional Use Hearing Continued June 18, 2019 at 7:00 pm for the Hermits of Our Lady of Mt. Carmel.

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 via a notice on the office door.

- Parks and Recreation Commission - May 14, 2019.
- Board of Supervisors Workshop - May 23, 2019.
- Planning Commission - May 28, 2019.
- Board of Supervisors Meeting June 4, 2019

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8.10 PM. Seconded by Supervisor Martin. The motion carried unanimously.


Nina Garretson
Secretary/Treasurer


J. Edward Deardorff
Chairman