

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

September 3, 2013

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

Supervisors Present: Robert L. Gordon, Coleen N. Reamer, James E. Grinder, Harry Rood and Douglas Woerner.

Staff Present: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., and EMA Coordinator Don Wills.

Public Present: Jim Izer, Ed Wetzel, Christina Anders, LuAnn Dille, Bob Sharrah of Sharrah Design Group, Inc., Rick Fulton of the *Emmitsburg News Journal*, and Pam Wiehagen who arrived at 8:04 PM.

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

Public Comment: Mr. Wetzel asked the Board how he should handle his neighbor who uncovered his septic system and is claiming that the system is on his property. The Board suggested that he contact the Township Sewer Enforcement Officer and to get his property surveyed.

Ms. Anders wanted to verify with the Board that the trailer that has been on her property since 2002 is a non-compliant and non-conforming structure, therefore the trailer can not be pursued as a nuisance. The Board agreed, the trailer will not be viewed as a nuisance.

Mr. Wetzel, Ms. Anders and Ms. Dille left the meeting at 7:19 PM.

Approval of the Minutes: Vice-chairman Reamer motioned to accept the August 6, 2013 Board of Supervisors Meeting Minutes. Supervisor Woerner seconded. The motion carried unanimously. Supervisor Woerner motioned to accept the August 29, 2013 Board of Supervisors Workshop Meeting Minutes. Supervisor Rood seconded. The motion carried. Supervisor Grinder abstained as he was not present at the Workshop. There was an Executive Session following the August Workshop to discuss a personnel matter.

Solicitor's Report: Solicitor Battersby presented his formal report at the meeting. Mr. Sharrah updated the Board on the status of the Iron Springs Plaza project and asked for a conditional approval. Vice-chairman Reamer motioned to grant conditional approval for the Iron Springs Plaza Highway Occupancy and Signal Plans, the Traffic Signal Maintenance Agreement and the Indemnity Agreement for Application for Highway Occupancy Permit Concerning Subsurface Stormwater Facilities. Supervisor Rood seconded. The motion carried unanimously. The plans will be signed once the conditions are met. Mr. Sharrah left the meeting at 7:31 PM.

Solicitor Battersby continued by updating the Board on the status of the sale of the Orrtanna Treatment Plant. The next step is for Pennsylvania Water Company to prepare a 537 Plan which needs to be completed by December 2013. Vice-chairman Reamer motioned to accept the Solicitor's Report. Supervisor Woerner seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:40 PM.

New/Old Business: Vice-chairman Reamer motioned to approve the 2014 Minimum Municipal Obligation for the Non-Uniform Pension Plan and the Police Pension Plan. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Woerner motioned to appoint Secretary/Treasurer Feiler to participate in the Waste Collection bid opening. Supervisor Rood seconded. The motion carried unanimously. Waste Collection bids will be opened on September 18th during the Adams County Commissioners meeting at the Adams County Court House.

Supervisor Woerner motioned award the bid for a security system to be installed in the Maintenance Facility at 4020 Bullfrog Road to DB Communications, LLC in the amount of \$3,051.75. Supervisor Grinder seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Feiler submitted her formal report prior to the meeting along with the August Check Detail report. The Board reviewed the August financial statements. Supervisor Woerner motioned to approve all expenditures for the month of August and accept the Treasurer's Report. Supervisor Grinder seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report prior to the meeting. She added that Carol has completed the Zoning by Parcel Spreadsheet. Supervisor Woerner motioned to accept the Secretary's Report. Supervisor Rood seconded. The motion carried unanimously.

Road Report and Sewer Report: Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. There was a discussion regarding the Traffic Studies that were prepared by PennDOT for the Cold Springs and Carrolls Tract Roads intersection and the BB section, as well as the two Cold Springs Road projects. Supervisor Woerner motioned to accept the Road Report. Supervisor Rood seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. The Board reviewed and discussed the report. Roadmaster Harbaugh added that the road crew has begun draining down lagoon #1 for preparation of the annual lagoon cleaning. Vice-chairman Reamer motioned to accept the Sewer Report. Supervisor Woerner seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission meeting minutes for August were distributed to the Board prior to the meeting. Vice-chairman Reamer motioned to approve the Sewage Facilities Planning Module for 2400 Mount Hope Road as recommended by the Planning Commission. Supervisor Woerner seconded. The motion carried unanimously.

Recreation and Parks Commission (RPC) Report: Draft RPC meeting minutes for August were distributed to the Board prior to the meeting. No action was needed. Vice-chairman Reamer reminded the Board of the joint workshop on September 18th at 7:00 PM with the Carroll Valley Borough Council, Fairfield Borough Council, Fairfield Area School Board and Hamiltonban Township Board of Supervisors to receive a presentation by the appointed members of the Peer to Peer Study Group for Recreation in the Southwest Region that was funded by a DCNR grant. The meeting is open to the public.

EMA Report: EMA Coordinator Don Wills asked who would be attending the annual Pipeline Dinner on September 25th. Supervisor Woerner motioned to accept the EMA Report. Supervisor Rood seconded. The motion carried unanimously.

Fire Company Reports: Chairman Gordon went over the August activity reports that were submitted by the Cashtown Community Fire Department and July and August activity reports for the Fountaindale Volunteer Fire Department. Cashtown responded to twenty-four calls, two of which were in the Township, Fountaindale responded to six calls, none of which were in the Township in July and seven calls, one of which was in the Township in August.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of August prior to the meeting. The Board reviewed the report and noted that one sign permit and four zoning permits were issued. Supervisor Woerner motioned to accept the Zoning Officer's report. Supervisor Grinder seconded. The motion carried unanimously.

Code Enforcement Officer's Report: No formal report was submitted for the meeting. Mr. Gardiner keeps the Board posted via regular emails.

Special Notices: Maintenance Facility Open House is scheduled for Saturday, September 14th from 9:00 - 1:00.

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.

- Recreation and Parks Commission - September 11, 2013.
- Planning Commission - September 24, 2013.
- Board of Supervisors Workshop - September 26, 2013.
- Board of Supervisors - October 1, 2013.

Adjournment: At 8:30 PM Supervisor Rood motioned to adjourn the meeting. Supervisor Grinder seconded. The motion carried unanimously. At this time the Board entered into an executive session to discuss a personnel and legal matter.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman