

Hamiltonban Township Board of Supervisors
Reorganization Meeting and
Regular Meeting
23 Carrolls Tract Road, Fairfield, Pa 17320
January 2, 2007

Supervisors Present: James E. Benner, Jay Edward Deardorff, William E. Eckert, Sr., Robert L. Gordon, and Coleen N. Reamer

Others Present: Fred Heerbrandt from William F. Hill and Associates, Inc., Milton Nicks Zoning Officer, Jesse Toms, Larry Schneider EMA Deputy, Pamela Wiehagen Planning Commission Secretary, Donald Wills EMA Coordinator, and LuAnn M. Dille, Secretary/Treasurer

Public Attendees: Christina Anders, Chris Barry, Matt Casey, John Harbaugh, Barbara Nicks, Terry Reamer, Harry Rood, Douglas Woerner,

At 7:30 PM Supervisor Benner called the reorganization meeting to order and those present recited the Pledge of Allegiance.

Supervisor Benner stated there was an Executive Session before the December 28, 2006 Joint Workshop to discuss personnel and legal issues.

Supervisor Reamer was appointed as temporary chairman,

Supervisor Reamer made a motion to appoint Supervisor Gordon as the Chairman of the Board of Supervisors. There was no second to this motion. Supervisor Eckert made a motion to appoint Supervisor Benner as Chairman of the Board of Supervisors, seconded by Supervisor Deardorff. The Board approved this motion with James Benner abstaining and Supervisor Reamer voting no.

Chairman Benner presided over the remainder of the meeting.

Supervisor Eckert made a motion to appoint LuAnn M. Dille as Secretary/Treasurer, seconded by Supervisor Deardorff. The Board unanimously approved this motion. Supervisor Eckert made a motion to approve Mrs. Dille a 5% hourly rate increase, with a treasurer's bond of \$250,000, seconded by Supervisor Benner. The Board unanimously approved this motion.

Supervisor Reamer made a motion to appoint Supervisor Gordon as Vice-chairman. There was no second to the motion. Supervisor Gordon made a motion to appoint Supervisor Reamer as Vice-chairman. There was no second to this motion. Supervisor Deardorff made a motion to appoint Supervisor Eckert as Vice-chairman of the Board of Supervisors, seconded by Chairman Benner. The Board approved this motion with Supervisor Eckert abstaining and Supervisor Reamer voting no.

Chairman Benner made a motion to appoint Supervisor Deardorff as Road Master, seconded by Vice-chairman Eckert. The Board approved this motion with Supervisor Deardorff abstaining.

Chairman Benner made a motion to appoint Supervisor Reamer as the Police Department's Coordinator, seconded by Road Master Deardorff. The Board approved this motion with Supervisor Reamer abstaining.

Vice-chairman Eckert made a motion to appoint Road Master Deardorff as the CDL Drug and Alcohol Coordinator, seconded by Chairman Benner. The Board approved this motion with Road Master Deardorff abstaining.

Vice-chairman Eckert made a motion to approve Road Crew employees Robbie Kauffman, John Harbaugh, Zoning Officer Nicks, EMA Coordinator and Deputy a 3% hourly rate increase. Sewer operator Howard Kessel's hourly rate will remain the same. Road Master Deardorff seconded this motion. The Board unanimously approved this motion.

Vice-chairman Eckert made a motion to suggest to the Hamiltonban Township's Elected Auditors that the working supervisor's hourly rate and Road Master hourly rate increase by 3% seconded by Chairman Benner. The Board approved this motion with Road Master Deardorff abstaining

Police Coordinator Reamer made a motion to approve retaining Police Officer Juanita K. Larmer as Hamiltonban Township's Police Officer with a 3% hourly rate increase, seconded by Road Master Deardorff. The Board unanimously approved this motion. Police Clerk Carol Mattingly will receive a rate increase per Hamiltonban Township's Personnel Policy after working for three months.

Supervisor's monthly salaries will remain the same. It has been this amount for a number of years.

Police Coordinator Reamer made a motion to hold the Supervisors' Board meetings the first Tuesday of each month at the prevailing time of 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17320, seconded by Chairman Benner. The Board unanimously approved this motion.

Chairman Benner made a motion to hold Supervisors' Workshop meetings, as needed, on the last Thursday of each month at the prevailing time of 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17320, seconded by Road Master Deardorff. The Board approved this motion with Supervisor Gordon abstaining. He believes the Board should meet every month.

Chairman Benner made a motion to hold Planning Commission's meetings the fourth Tuesday of each month with the exception of December 2007 at the prevailing time of 7:30 PM, at 23 Carrolls Tract Road, Fairfield, Pa 17320, seconded by Police Coordinator Reamer. The Board unanimously approved this motion. The December meeting will on December 18, 2007, one week earlier due to Christmas.

Vice-chairman Eckert made a motion to appoint William Shriner to the Hamiltonban Township Planning Commission for the normal four year term of office, ending on December 31, 2010, seconded by Chairman Benner. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to approve the Federal Allowance Mileage Rate for the year of 2007. At the present time the Federal Mileage Rate is \$.485 per mile. This motion was seconded by Road Master Deardorff. The Board unanimously approved this motion. When the rate changes Secretary/Treasurer Dille will inform the Board.

Road Master Deardorff made a motion to appoint Police Coordinator Reamer and Supervisor Gordon as delegates to the Pennsylvania State Association of Township Supervisors (PSATS) State Municipal Convention, seconded by Vice-chairman Eckert.

The Board approved this motion with Police Coordinator Reamer and Supervisor Gordon abstaining.

Road Master Deardorff made a motion to appoint York Adams Tax Bureau to collect the appropriate taxes, seconded by Vice-chairman Eckert. The Board unanimously approved this motion. Chairman Benner made a motion to appoint Supervisor Reamer as the York Adams Tax Bureau representative, seconded by Vice-chairman Eckert. The Board approved this motion with Police Coordinator Reamer abstaining. Chairman Benner made a motion to appoint Supervisor Gordon as an alternate to the York Adams Tax Bureau, seconded by Road Master Deardorff. The Board approved this motion with Supervisor Gordon abstaining.

Police Coordinator Reamer made a motion to appoint John Luntz for a three year term of office on the Zoning Hearing Board, term ending on December 31, 2009, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Vice-chairman Eckert made a motion to appoint Milton Nicks to be Chairman of the Vacancy Board, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Vice-chairman Eckert made a motion to continue using Adams County National Bank and Pennsylvania Local Government Investment Trust (PLGIT) as depositors, seconded by Supervisor Gordon. The Board unanimously approved this motion.

Vice-chairman Eckert made a motion to appoint Lockwood Business Support Services as auditors for the Township. Lockwood Business Support Services will audit the General, Sewer and the State Liquid Fuels Accounts and file the Commonwealth of Pennsylvania annual forms. Musselman and Creager will complete the audit for the Orrtanna Treatment Plant loan. Road Master Deardorff seconded this. The Board unanimously approved this motion.

Road Master Deardorff made a motion to reappoint Henry O. Heiser, III as the Township's Solicitor, seconded by Vice-chairman Eckert. The Board unanimously approved this motion.

Road Maser Deardorff made a motion to reappoint Walton V. Davis as the Zoning Hearing Board Solicitor, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Vice-chairman Eckert made a motion to reappoint the engineering firm of Martin and Martin, Inc. /Tim Cormany, as the Township's engineers, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Chairman Benner made a motion to reappoint the engineering firm of William F. Hill, Inc. /Fred Heerbrandt as the Orrtanna Treatment Plant engineers, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Supervisor Gordon made a motion to reappoint KPI, Inc. /Gil Picarelli as the Sewer Enforcement Officer, seconded by Vice-chairman Eckert. The Board unanimously approved this motion.

Chairman Benner made a motion to reappoint Hockley and O'Donnell, Inc. as the insurance broker, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to reappoint Capital Blue Cross as the health insurance carrier, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Daniel Botterbusch will need to run in the Spring Election to retain the Elected Auditor position.

The reorganization meeting has concluded at 7:54 PM and the regular monthly Supervisors Board meeting began.

Approval of the Minutes

Vice-chairman Eckert made a motion to approve the minutes from the December 5, 2006 Supervisor's Board meeting, and the December 28, 2006 Workshop meeting minutes, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Public Comment

Road Master Deardorff made a motion to approve Chris Barry, of 75 Zoo Road, Fairfield to use a 40x8x8 steel box for 18 months during the construction of his house, after construction of his house this box will moved per Hamiltonban Township's Zoning Ordinances for a permanent structure, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Road Master Deardorff made a motion for John Harbaugh of 25 Mountain Lane, Fairfield to use a 25x8 box trailer with no wheels as a permanent storage container, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Road Master Deardorff made a motion for Jesse Thomas, of 401 Mount Hope Road, Fairfield to use an 18x8 aluminum storage box for permanent storage, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Planning Commission

Vice-chairman Eckert made a motion to approve the Preliminary/Final Land Addition for Mickley/Donaldson, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Chairman Benner made a motion to approve the Anders/Clapsadle Preliminary/Final One Lot Subdivision, seconded by Vice-chairman Eckert. The Board unanimously approved this motion.

Road Master Deardorff made a motion to approve Harry Rood's Final Three Lot Addition off Five Forks Lane, conditioned upon Solicitor Heiser's approval of the right-of-way agreement, seconded by Chairman Benner. The Board unanimously approved this motion.

There will be an Open House on Growing Greener: Conservation By Design, January 10, 2007 from 5:00 PM to 8:00 PM at the Fairfield Fire and EMS building, 108 Steelman Street, Fairfield, PA.

There will be a Joint Board of Supervisors and Planning Commission Workshop Meeting on January 25, 2007 at 23 Carrolls Tract Road, Fairfield, PA, starting at 7:30 PM to discuss private roads, subdivisions off private roads, and pan handle lots.

There will be a public hearing in the future to include Growing Greener: Conservation By Design, text and map change to Zoning Ordinances and Subdivision and Land Development Ordinances. Road Master Deardorff made a motion that the Board of Supervisors formally request that the Hamiltonban Township Planning Commission recommend that the Hamiltonban Township Shop Property at 3759 Bullfrog Road,

Fairfield, PA be re-zoned from an Agricultural Zoning District to an Industrial Zoning District, seconded by Police Coordinator Reamer. The Board unanimously approved this motion. Patrick and Tracy Murray also will need to request a map change for a portion of their property to be re-zoned from Commercial Zoning District to Industrial Zoning District.

Police Coordinator Reamer made a motion to approve Zoning Hearing Board member Dale Premo to attend a free training: "Duties of a Zoning Hearing Board" on February 15, 2007 at the Mount Pleasant Township Building, Gettysburg, PA, seconded by Chairman Benner. The Board unanimously approved this motion.

Solicitor's Report

Solicitor Heiser did not attend this meeting and there was no report given.

Zoning Officer's Report

Zoning Officer Nicks gave the following December 2006 Zoning Officer's Report. He issued nine permits. He issued one permit for each of the following: a tractor shed, a sunroom and a six month extension to Carl Bower, Jr. Two well permits were issued. He also issued four past Use and Occupancy Permits from Middle Department Inspection Agency (MDIA). He attended three meetings: Supervisors and Planning Commission public meetings and one meeting with Patrick Clapsadle. Patrick is not living in the camper trailer on his parent's property. He completed an inspection at Harbaugh's property in Orrtanna. The property was permitted for a deck, which has turned into an enclosed living area. This construction would need to conform to the UCC and be inspected. Other items Mr. Nicks worked on were: spotlighting regulations with the Pennsylvania Game Commission, a trailer at Bev Wetzel's property, a septic/cabin with KPI, Inc. He completed his monthly and 2006 Yearly Report. The Murrays and David Sites will need to submit \$500.00 with their zoning hearing request. Zoning Officer Nicks worked 31.75 hours, traveled 111 miles, had 37 telephone calls and long distance charges of \$12.49. Vice-chairman Eckert made a motion to accept the December 2006 Zoning Officer's Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion. Road Master Deardorff made a motion to accept the 2006 Zoning Officer's Yearly Report, seconded by Vice-chairman Eckert. The Board unanimously approved this motion.

Zoning Officer Nicks 2006 Yearly Report

• Total Construction Cost Permitted	\$ 3,747,834.74
• Total Building Permits Fees Charged	\$ 5,750.18
• Zoning Officer's Pay	\$6,069.05
• Zoning Officer's Telephone Charges	\$144.85
• Zoning Officer's mileage	\$924.71 for 2,078 miles
• TOTAL Zoning Officer's Cost	\$7,138.61
• Well Permit Fees	\$1,140.00 for 19 permits
• UCC Administrative \$50.00 Fee	\$1,950.00 for 39 charges

2006 Permits Issued

- New Homes 13
- Mobile Replacement 0
- Additions to homes 13
- Shed, Garages, Barns 24
- Well Permits 19

There was a correspondence from Labor and Industry concerning findings with MDIA inspections of the Fairfield Area School District's last addition and the Dollar General Store. Zoning Officer Nicks, Supervisor Gordon and Vice-chairman Eckert will have a meeting on January 4, 2007 at the Hamiltonban Township Business Office with Land and Sea, another third party Universal inspection agency.

Chairman Benner made a motion to adopted Resolution 01-2007, amending the zoning building permit fees from \$40.00 for the first \$5,000 to \$50.00 for the first \$5,000 and from \$1.00 to \$1.25 per \$1,000 thereafter, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to adopted Resolution 02-2007 assessing a \$25.00 fee for a Customary Home Occupation Permit, seconded by Vice-chairman Eckert. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to adopt Resolution 03-2007 regarding the review and reporting fees for subdivision and land development reviews, seconded by Chairman Benner. The Board unanimously approved this motion.

Treasurer's Report

Supervisor Gordon made a motion to approve the December 2006 Treasurer's Report with the new account 341.150 for Municipal Pool Dividends and the December 31, 2006 PLGIT Dividend posted, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

January 2007	Income	Expenses	Transfer	Balances
General Account				
ACNB Checking	43,596.18	67270.83	20,000	29,258.87
ACNB Savings	10.40			20,840.41
ACNB CD				53,573.91
PLGIT			20,000	<u>206,498.56</u>
Total Current Assets				\$309,171.75
Sewer Account				
ACNB Checking	10,092.32	14,784.88	1500	1,319.95
ACNB Savings	3.08			6,176.16
PLGIT			1500	<u>11,284.34</u>
Total Current Assets				\$18,780.45
State Liquid Fuels				
PLGIT				9,983.65
PLGIT Emergency				<u>4,983.65</u>
Total Current Assets				\$14,847.57

Approval of the Expenditures

Chairman Benner made a motion to approve the December 2006 expenditures, seconded by Vice-chairman Eckert. The Board unanimously approved this motion.

Secretary's Report None at this time.

Police Report

Police Officer Larmer was on vacation. The December 2006 monthly Police Report will be completed within two weeks after the end of her vacation. Vice-chairman Eckert requested a 2006 Year-end Police Report. Police Coordinator Reamer stated she compiled comprehensive yearly data up to and including September 2006 and asked if any other Supervisor was requesting a year-end report. The remainder of the Board suggested that Vice-chairman Eckert add the remaining three months of information to that report. Supervisor Eckert stated when he was the Fairfield Borough Police Chief he always submitted a yearly report. Chairman Benner made a motion to approve the police report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

EMA Report

Road Master Deardorff made a motion to purchase a portable mobile base unit charger for EMA Coordinator Donald Wills, seconded by Police Coordinator Reamer. The Board unanimously approved this motion. EMA Coordinator Wills gave a 2006 Yearly Report. There were no major incidents. D.L. George Truck, Inc. had a fuel line leak that was cleaned-up by the trucking company. The Getty Gas Station at the intersection of Fairfield Road and Carrolls Tract Road, Fairfield, had a fuel tank leak. The fuel tank and the contaminated soil were removed. Supervisor Gordon made a motion to approve the 2006 Yearly Written EMA Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Road Report

- Road Master Deardorff gave the following December 2006 Road Report:
1. The Road Crew is cleaning the ditches and culverts where needed.
 2. The dirt section of Newman Road has been re-packed with 2A stone and screening in the worst areas.
 3. The dirt section of Carbaugh Road was dressed up.
 4. The Road Crew serviced all the equipment.
 5. The Road Crew will be preparing all the snow equipment for the future
 6. Road Master Deardorff tried Sprint cell service for a few days but Sprint was less reliable than the current Nextel service.

Chairman Benner made a motion to approve the December 2006 Road Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Sewer Report

- Road Master Deardorff gave the following December 2006 Sewer Report:
1. The new gas generator has been installed. The automatic generator will be periodically started manually to keep it lubricated.

2. The quarterly well samples have been completed recently. Mr. Heerbrandt explained the William F. Hill and Associates, Inc. correspondence dated December 19, 2006 concerning the oil and grease clog and survey. The tests were not conclusive. He suggested checking Knouse Foods cafeteria, Hickory Bridge Farm Restaurant and the Orrtanna Methodist Church for existing grease traps and if the grease traps are functioning properly. He suggested that the Township schedule an annual cleaning of the influent and effluent wet wells independent of sludge disposal. They could be tasked with the annual lagoon pumping.

Richard Kline is proceeding with exploring stream discharge to expand the Orrtanna Treatment Plant. Vice-chairman Eckert made a motion to approve the December 2006 Sewer Report, seconded by Chairman Benner. The Board unanimously approved this motion.

New Business

Police Coordinator Reamer made a motion to accept with regrets the resignation of Elected Tax Collector Amy Harbaugh, effective December 31, 2006, seconded by Vice-chairman Eckert. The Board unanimously approved this motion. Police Coordinator Reamer made a motion to advertise in the Gettysburg Times for tax collector applicants with resumes being accepted until December 19, 2006, seconded by Chairman Benner. The Board unanimously approved this motion. Mrs. Harbaugh is willing to help train the next tax collector even though she is busy taking care of her ill mother.

Police Coordinator Reamer made a motion to advertise Growing Greener: Conservation By Design Open House in the Gettysburg Times, seconded by Road Master Deardorff. The Board unanimously approved this motion. Secretary/Treasurer Dille will try to get the Gettysburg Times and other newspapers to write articles about the Growing Greener: Conservation By Design concept.

Supervisor Gordon made a motion for Police Coordinator Reamer to attend a grant writing training on January 23, 2006 from 9:00 Am to 3:00 PM for a cost of \$30.00, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Supervisor Gordon made a motion to refer to the Planning Commission the Empire Homes request for a sidewalk construction waiver from the use of concrete to paving, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to recommend that the Planning Commission request that Empire Homes/McGinley's Choice construct sidewalks on each side of Union Avenue in Hamiltonban Township, seconded by Supervisor Gordon. The Board unanimously approved this motion.

Next Meetings

Supervisor's Workshop Meeting with the Planning Commission will be held on January 25, 2007, starting at 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA.

The Annual Elected Auditor Meeting will be on January 3, 2007, starting at 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA.

Growing Greener: Conservation By Design Open House will be on January 10, 2007 from 5:00 Pm to 8:00 PM at the Fairfield Fire Hall and EMS Building, 108 Steelman Street, Fairfield, PA.

The next regular Board of Supervisor's meeting will be on February 6, 2007, starting at 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA.

The public is invited to all of the above-mentioned meetings.

Adjournment

At 9:09 PM Road Master Deardorff made a motion to adjourn the meeting, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Secretary/Treasurer
LuAnn M. Dille

Chairman
James E. Benner