

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Regular Meeting Minutes
August 5, 2025

Per Resolution 2018-08: Hamiltonban Township Public Comment Policy; Persons may use audio, stenographic recorders, or video recorders to record all or any portion of the meeting. Any person using such recording equipment at the public meeting shall make a general announcement, prior to the operation of recording equipment, that the meeting shall be so recorded.

Call to Order: The meeting was called to order by Chairman J. Edward Deardorff at 7:00 PM on August 5, 2025 in the Hamiltonban Township Meeting Room. The Pledge of Allegiance was recited by all.

Announcements: None

Approval of Agenda: A motion to approve the agenda as stated was made by Supervisor Woerner, Second by Supervisor Picarelli. Motion passed unanimously.

Attendance: A quorum was achieved with Chairman Deardorff, Supervisor Reamer, Supervisor Woerner and Supervisor Picarelli all in attendance. Supervisor Spence joined the meeting via telephone.

Public Comment: None

Approval of Minutes: Motion to approve the minutes of July 1, 2025 made by Supervisor Woerner, second by Supervisor Deardorff. Motion passed unanimously.

Also Attending: Secretary Noel, Roadmaster Herr and Solicitor Battersby were in attendance. In addition, Anna-Mae Kobbe from Adams County Library, resident Leroy Shelton and Terry Scripture & John Stahler from the Hamiltonban Joint Parks & Recreation Commission

Solicitors Report:

Solicitor Battersby states the execution of the joint trash contract is upon us and we need to not let that slip through our fingers. In addition, the Petrus Zoning Map change is in process with a scheduled hearing date of September 5, 2025.

Supervisor Deardorff made a motion to accept the Solicitors report. Second by Supervisor Picarelli. Motion passed unanimously.

Old/New Business:

- Anna-Mae Kobbie a Trustee from the Adams County Library was present to thank Hamiltonban Township for their annual donation. She also discussed the many services that they offer like books, DVD's, sound recordings, digital content and more. She also stated that 600 residents in Hamiltonban Township have a Library card and as a non-profit they rely on donations as a significant addition to their operating budget.
- Renewing User Fees which were updated in 2024 were discussed and it has been determined that some additional changes need to be made and will be executed and presented to the Board at a later date.

- Leroy Shelton of Iron Springs Road was in attendance to talk about the issues he has been encountering as he is trying to get approval to replace a shed in the floodplain area. Although the Board indicated that they are sympathetic with his situation they are unable to make any exceptions as the floodplain area is federally mandated and our ordinance follows the federal guidelines that are necessary for the safety of all residents within the floodplain.
- Tractor Trailers using Jack's Mountain Road were reviewed. Supervisor Deardorff stated although they are not supposed to be using that road they still do and something should be done about it. The Board asked Roadmaster Herr to check with PennDOT about perhaps a sign with lights.
- Church Bells were a topic of conversation as it seems some local worship places have taken the bell ringing to the extreme and causing disturbance for some residents. It was discussed that this is a violation and would fall under the township nuisance ordinance but only if it is being rang in excess. They are permitted for calling to worship, special occasions, practiced sessions, hour and quarter hour rings etc.
- Floodplain Manager change. The Board of Supervisors made a decision to change our Floodplain manager to Erik Vranich of Keller Engineers from PMCA. This decision was made as Mr. Vranich is also the township engineer and is very educated in regards to our township and floodplain area.

A motion was made by Supervisor Deardorff to appoint Erik Vranich as Floodplain manager for Hamiltonban Township. Second by Supervisor Woerner. Motion passed unanimously. Supervisor Reamer asked the Secretary to notify PMCA of this change.

Roadmaster's Report:

- Road report was provided to the Board for review.
- Runkles lane driveway letter was sent out to Mr. Runkles however he doesn't feel it's his responsibility to do the driveway repairs. The Board of Supervisors asked that letters be sent to all 3 residents that share the driveway in order to get the necessary repairs completed.
- Driving Surface Aggregate bid advertisement. The Roadmaster asked the board for approval to advertise for Driving Surface Aggregate bid for Knox Road. A motion was made by Supervisor Woerner to advertise for DSA for Knox Road. Second by Supervisor Spence. Motion passed unanimously.
- Warranty work 2024 Mack. The Roadmaster stated that there was some warranty work for the Mack that have now been completed.
- Private Road Sign for Fairfield Station Lane. Supervisor Deardorff made a motion that the township would order and pay for the sign as long as it stays under \$200. Second by Supervisor Woerner. Motion passed unanimously.
- Earlier work days for Road Crew in excessive heat. After a discussion about the excessive heat, it was decided by the Board that the Roadmaster can schedule his crew to start earlier in the morning during extreme heat advisories.

A motion was made to approve the Roadmasters report by Supervisor Woerner. Second by Supervisor Spence. Motion passed unanimously.

Secretary/Treasurer Report:

- Financial Reports were provided to the Board for review.

- Office Assistant will be taking temporary leave at the end of August for surgery.
- 2nd computer monitor for office assistant was discussed. The secretary stated that she could get one for \$100 or less. A motion was made for the purchase of a second monitor for the office assistant by Supervisor Woerner. Second by Supervisor Reamer. Motion passed unanimously.
- Shelving for the back room was discussed in order to safely store some items in that room. A motion was made by Supervisor Deardorff to purchase shelving at \$120 or less. Second by Supervisor Woerner. Motion passed unanimously.

A motion to approve the secretary's report made by Chairman Woerner. Second by Supervisor Reamer. Motion passed unanimously.

Planning Commission Items:

Gettysburg National Golf Club is having a Traffic Study meeting on August 26, 2025 at 1:30pm. This is a virtual meeting that the Board of Supervisors can attend with the Township Engineer at his office if they are interested.

Code Officer:

- Airbnb compliance- Chairman Deardorff mentioned that Airbnb's are popping up everywhere in our township and it appears that some are not properly permitted for such an establishment. After some discussion it was asked that the secretary look into the ordinance for requirements and discuss again after findings.
- Code enforcement report was provided to the Board for their review.

Zoning/Building/UCC (PMCA):

- Monthly billing & activity review was provided to the Board for review.

Parks and Recreation:

- Terry Scripture & John Stahler from the Hamiltonban Joint Parks & Recreation Commission were present to go over their 3 phase future plans for the park as well as their goal to obtain the additional acreage from New Enterprise.

Phase One: Obtain additional acreage, put in a mowed walking path connecting to the existing park walking path. Plant trees along new perimeter. Utilize empty space for plowing, flowers, practice fields.

Phase Two: Add Parking lot and pickleball courts along Bullfrog Road. Make walking path ADA compliant. Make empty space ready for playing/practice fields and monthly farmer's market.

Phase Three: Large pavilion for community events by the parking lot. Add electricity and water to the pavilion. Add Water Garden near Route 116. Add benches and local art displays.

A motion was made by Supervisor Deardorff to allow the Joint Parks & Recreation Commission to present their plans to New Enterprise in order to open communication about acquiring the additional land by the park. Second by Supervisor Spence. Motion passed unanimously.

FREMA: Frema meeting was cancelled so no report.

Fire Company Reports: Buchanan Valley FD had 2 responses for July 2025, Cashtown had 0 call in Hamiltonban for July 2025, Fairfield FD reported 3 calls in Hamiltonban for the month of June 2025.

ACCOG and ACATO:

- Secretaries Luncheon was held on 7/30/25 at Hoss's in Gettysburg however the secretary & Supervisor Reamer were unable to attend due to a scheduling conflict.

YATB:

- June 2025 Collections Report was provided to the Board for review

PA State Police: Calls executed in Hamiltonban Township in the month of June 2025 were read by the secretary as follows: 1-Road Hazard Animal debris, 3-Refer to another agency, 2- Noise Disturbance, 1- Abandoned Vehicle, 1-Motor Vehicle Accident gone on arrival, 3- Request assistance, 1-Traffic Stop, 2-Reportable Motor Vehicle Accident and 1-Non reportable MVA

Discussion Items:**Special Notices:**

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 posted via a notice on the office door:

Parks & Recreation Meeting- June 10, 2025
Planning Commission Meeting – June 24, 2025
Board of Supervisors Meeting- July 1, 2025

Motion to adjourn the meeting at 7:55pm by Supervisor Woerner. Second by Supervisor Deardorff. Motion passed unanimously.

J. Edward Deardorff / Chairman

Lynda Noel / Secretary