

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Monthly Meeting Minutes
May 4, 2010

At 7:00PM Chairman Gordon called the meeting to order and welcomed the public to the meeting. The Pledge of Allegiance was recited.

Supervisors Present: Chairman Robert L. Gordon, Vice-chairman Coleen Reamer, Supervisor James E. Grinder, Supervisor Harry Rood, and Supervisor Douglas Woerner.

Commission Members Present: Planning Commission and Recreation and Parks Commission Secretary Doreen Premo, and Recreation and Parks Commission Chairman Pam Wiehagen.

Staff Present: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John Harbaugh, Police Officer Juanita Larmer, EMA Coordinator Donald Wills, and EMA Deputy Coordinator Milligan.

Public Present: Dale Premo, Randy Brake of Charles E. Brake Co., Inc., and Michael Paul.

Approval of the Agenda: The Board of Supervisors unanimously approved the Agenda with the addition of items 9a, 16a, and 16b; Tax Collection Committee Report, Letter of Intent to the US Army Corps of Engineers, and Adams County Council of Government health insurance update, respectively.

Approval of the Minutes: Supervisor Rood motioned to approve the April 6, 2010 Board of Supervisors Meeting Minutes and the April 29, 2010 Board of Supervisors Workshop Meeting Minutes. Supervisor Woerner seconded. The motion carried.

Public Comments: Mr. Premo asked the Board of Supervisors for a follow up to his question regarding an unbudgeted item that he asked at the March 2, 2010 Board of Supervisors meeting. In an effort to control costs for taxpayers, Mr. Premo suggested to the Board of Supervisors to pass a resolution prohibiting Supervisors to enroll in the health insurance plan if they have health insurance available through other means.

Solicitor's Report: Solicitor Battersby submitted his formal report at the meeting. Chairman Gordon shared with the Solicitor the status report on the shared driveway with Liberty Worship Center that was not completed to PennDot specifications. Solicitor Battersby asked that the Township Engineer send a letter to the Charles E. Brake Co., Inc. stating what will be required by the contractor to get the shared driveway to PennDot specifications. Mr Brake then addressed the Board of Supervisors. Solicitor Battersby also updated the Board of Supervisors with respect to the License Agreement for Mr. Sgroi. Mr. Sgroi rejected that agreement but would like to move forward with a Right of Way Easement Agreement. Vice-chairman Reamer motioned to approve the Solicitor's

Report. Supervisor Grinder seconded. The motion carried. Solicitor Battersby left the building at 7:50PM.

Road Report and Sewer Report: Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. Roadmaster Harbaugh had to revise the 2010 road projects from November due to the fact that the bids for road materials came in higher than expected. The Board of Supervisors had a lengthy discussion regarding the road projects including the schedule of projects and funding of the projects. It was agreed that the 2010 road projects will include Upper and Lower Cold Springs Road, Baker Road and Gum Springs Road. The Board of Supervisors also scheduled their annual road inspection tour. Vice-chairman Reamer motioned to approve the Road Report. Supervisor Rood seconded. The motion carried.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. There was a short discussion regarding the heat in the dry well and in the building. Vice-chairman Reamer motioned to approve the Sewer Report. Supervisor Grinder seconded. The motion carried.

EMA Report: EMA Coordinator Wills submitted his formal report at the meeting. Chairman Gordon motioned to appoint Herbert Milligan as EMA Deputy Coordinator. Supervisor Rood seconded. The motion carried. Freedom Township also appointed Mr. Milligan as their EMA Deputy Coordinator. Supervisor Woerner motioned to approve the EMA Report. Supervisor Grinder seconded. The motion carried.

Planning Commission Report: Planning Commission Secretary Premo submitted her formal report and the Planning Commission recommendations prior to the meeting. Chairman Gordon motioned to grant a waiver of Section 404 of the Subdivision and Land Development Ordinances, and allow submission of the Carroll Valley Farm Land Development Plan as a preliminary/final plan. Supervisor Woerner seconded. The motion carried. Supervisor Rood motioned to approve the Planning Commission Report. Supervisor Grinder seconded. The motion carried.

Recreation and Parks Commission Report: Secretary Premo submitted her formal report at the meeting. She reminded the Board of Supervisors that Mr. Norris Flowers of the Gettysburg Tourism Bureau will be speaking of the Civil War Trails; all are welcome to attend that meeting on May 12, 2010. Vice-chairman Reamer motioned to approve the Recreation and Parks Commission Report. Supervisor Grinder seconded. The motion carried.

Tax Collection Committee Report: Voting Delegate Pamela Wiehagen submitted her formal report at the meeting. She reported on the April 29, 2010 Tax Collection Committee meeting. Vice-chairman Reamer motioned to approve Mrs. Wiehagen to make the following motion at the next Tax Collection Committee meeting; An amendment be made to the bylaws that every five years a mandatory review and evaluation of the appointed Tax Collector's performance and rate structure shall take place. Supervisor Rood seconded. The motion carried. Vice-chairman Reamer motioned

to approve the Tax Collection Committee Report. Supervisor Grinder seconded. The motion carried.

New Business: Chairman Gordon read aloud the bids for the site work for the Township Campus Facility. Twenty-one bidders picked up the bid package and eight contractors submitted a bid. The bid was set up by the Township Engineer, C.S. Davidson, Inc, and included a base bid plus three alternates. Alternate one, two and three were to extend the water line, extend the sewer line and mobilization of stone, respectively. Alternate number three was eliminated as the mobilization work will be done in house. Vice-chairman Reamer motioned to award the base bid plus alternate one and two only to Jerry Justice Excavating who was the low bidder at \$170,106.50. Supervisor Rood seconded. The motion carried. Mr. Brake addressed the Board of Supervisors in regard to the bid.

Chairman Gordon read aloud the bids for various road materials. Supervisor Rood motioned to award the bid for various road oils to Hammaker East, LTD. Vice-chairman Reamer seconded. The motion carried. Chairman Gordon motioned to award the bid for bituminous to Valley Quarries, Inc. Vice-chairman Reamer seconded. The motion carried. Supervisor Rood motioned to award the bid for line painting to Alpha Space Control Co. Supervisor Grinder seconded. The motion carried. Chairman Gordon motioned to award the bid for seal coating to Hammaker East, LTD. Vice-chairman Reamer seconded. The motion carried. Chairman Gordon motioned to award the bid for aggregate to Valley Quarries, Inc. Vice-chairman Reamer seconded. The motion carried. No bids were received for various fuel oils and by law the Township must re-bid a second time. Chairman Gordon motioned to re-bid for home heating oil, gasoline, diesel and propane. Supervisor Woerner seconded. The motion carried.

Vice-chairman Reamer motioned to approve Resolution 2010-10, Assessing Finance Charges on all Township Invoices. Supervisor Grinder seconded. The motion carried.

Chairman Gordon motioned to approve Resolution 2010-13, Designation of Agent for Snow Reimbursement. Vice-chairman Reamer seconded. The motion carried.

Supervisor Grinder motioned to approve Resolution 2010-14, Fee Schedule, addition of Act 57 fees. Supervisor Rood seconded. The motion carried.

Chairman Gordon motioned to approve Resolution 2010-15, Local Government Capital Project Loan Program. Supervisor Grinder seconded. The motion carried. This two percent loan is to assist in funding the Township Campus Facility site work.

Vice-chairman Reamer motioned to approve Planning Commission Secretary Premo to attend the PMPEI course in Subdivision and Land Development Review, at a cost to the Township of \$80.00. Supervisor Rood seconded. The motion carried.

Agenda item i. was scratched. (see police report)

Vice-chairman Reamer motioned to approve compensating the Planning Commission Secretary at \$30.00 a month for recording of the Planning Commission meeting minutes. Supervisor Rood seconded. The motion carried.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report prior to the meeting. Supervisor Rood motioned to approve Zoning Officer's Report. Supervisor Grinder seconded. The motion carried.

Code Enforcement Officer's Report: Mr. Dave Lutz submitted his formal report prior to the meeting. Supervisor Woerner motioned to approve the Code Enforcement Office's Report. Supervisor Rood seconded. The motion carried.

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 April 2010 Check Detail report. Chairman Gordon motioned to approve all expenditures for the month of April 2010. Supervisor Woerner seconded. The motion carried. The Board of Supervisors reviewed the April 2010 financial statements. Supervisor Woerner motioned to approve the Treasurer's Report. Supervisor Grinder seconded. The motion carried.

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report prior to the meeting. Supervisor Rood motioned to approve the Secretary's Report. Supervisor Woerner seconded. The motion carried.

Police Report: Officer Larmer submitted her formal report prior to the meeting. For the month of April 2010 she had 60 complaints or service calls, 2 arrests and 3 investigations. She traveled 1,128 miles and used 102.5 gallons of fuel. An update was given in regards to 2009 Crown Victoria's that are up for bid through the Williamsburg Police Department in Williamsburg KY. It was decided not to bid on any of the vehicles due to funding and the vehicles being sight unseen. A discussion was had in regard to the lettering on the newly acquired 2005 Ford SUV. Supervisor Woerner motioned to approve the Police Report. Supervisor Grinder seconded. The motion carried.

Old Business: Chairman Gordon updated the Board of Supervisors with what has been done to date and what is scheduled to be done to help alleviate the flooding problems at Middle Creek. Vice-chairman Reamer explained the process that the US Army Corps of Engineers follow with regard to a Letter of Intent. Vice-chairman Reamer motioned to formulate a non-binding letter of intent to the US Army Corps of Engineers and to be approved by the Board of Supervisors and by the Borough of Fairfield. Supervisor Rood seconded. The motion carried.

Vice-chairman Reamer updated the Board of Supervisors with the Adams County Council of Government in regards to health and dental insurance. Vice-chairman Reamer motioned to ask for a health insurance proposal from Central Pennsylvania Health Insurance Trust. Supervisor Rood seconded. The motion carried.

Chairman Gordon also added that the zoning officer sent a Cease and Desist order to Jesse Toms at 401 Mount Hope Road.

Township Meeting Dates: All public meetings are held at the local prevailing time of 7:00PM 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 meeting is scheduled for May 12, 2010.
- Planning Commission meeting is scheduled for May 25, 2010.
- Board of Supervisors Workshop meeting is scheduled for May 27, 2010.
- Board of Supervisors meeting is scheduled for June 1, 2010.

Special Notices:

Adjournment: At 9:35PM Supervisor Rood motioned to adjourn the meeting. Supervisor Woerner seconded. The motion carried.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman