

**Hamiltonban Township Board of Supervisors**  
23 Carrolls Tract Road, Fairfield, PA 17320  
Regular Monthly Meeting Minutes  
November 3, 2010

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public to the meeting. 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:** Chairman Robert L. Gordon, Vice-chairman Coleen Reamer, Supervisor James E. Grinder, Supervisor Harry Rood, and Supervisor Douglas Woerner.

**Commission Members Present:** Arriving at 7:45 PM, Planning Commission and Recreation and Parks Commission Secretary Doreen Premo.

**Staff Present:** Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John Harbaugh, EMA Coordinator Don Wills, EMA Deputy Coordinator Herbert Milligan and arriving at 7:25 PM Police Officer Juanita Larmer.

**Public Present:** Abigail Avery and Dawn Wike of the Adams County SCPA, Eric Nagle and Bruce Strasbaugh of the Cashtown Community Fire Department, Raechelle Embry, Marcia Harmon, Steven Frye, and Rick Fulton of the *Gettysburg Times*.

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

**Approval of the Minutes:** Supervisor Woerner motioned to approve the October 5, 2010 Board of Supervisors Meeting Minutes and the October 28, 2010 Board of Supervisors Workshop Meeting Minutes. Supervisor Rood seconded. The motion carried.

**Public Comments:** Shelter Manager Dawn Wike and Humane Officer Abigail Avery of the Adams County SPCA asked the Board why the Township does not support the SPCA Animal Control Contract which asks for a donation of \$0.50 per capita. Out of the 34 municipalities in Adams County all but 9 have signed the Animal Control Contract. The Township does contribute \$500 annually to the SPCA. The SPCA's services were discussed as well as the difference between animal control calls and humane calls. It was mentioned that even though the Township donates \$500 annually, the previous shelter manager would not provide services to the Township. As the new shelter manager, Ms. Wike stated that she is making a lot of changes and would like to work with the Township and smooth out past issues. Ms. Wike and Ms. Avery left the meeting at 7:20 PM.

Chief Naugle of the Cashtown Community Fire Department gave his formal report for the month of October and Vice President/Treasurer Strausbaugh submitted the Cashtown Community Fire Department's Financial Statement for the year ended February 28, 2010. Chairman Gordon complimented Chief Naugle with regard to his reports and stressed the need for communication with the local fire companies. He also mentioned that in these hard times the question that lingers

is what is the best way to support the local fire companies and in the future do we need to enact a fire tax. Chief Naugle and Vice President/Treasurer Strausbaugh left the meeting at 7:35 PM.

Raechelle Embry submitted a customary home occupation application to request permission to use her home, located on Iron Springs Road, for dog training and as a dog day care facility. The Board addressed some concerns regarding the application. Supervisor Rood motioned to approve the customary home occupation application. Supervisor Woerner seconded. The motion carried. Ms. Embry left the meeting at 7:45 PM.

Ms. Harmon and Mr. Frye addressed the Board with their concerns towards a body shop operation on Cold Springs Road that is in violation of the zoning ordinance. The Board is currently investigating the situation. Ms. Harmon and Mr. Frye left the building at 8:05 PM.

**Solicitor's Report:** Solicitor Battersby submitted his formal report at the meeting. Solicitor Battersby completed the holding tank permit agreement for Kevin Diehl. Vice-chairman Reamer motioned to approve the holding tank permit agreement. Supervisor Woerner seconded. The motion carried. Solicitor Battersby also mentioned that he has reviewed Ordinance 2010-01, which authorizes and secures an obligation note in the amount of \$800,000 for the Township Campus project. Supervisor Woerner motioned to approve the Solicitor's Report. Supervisor Rood seconded. The motion carried. Solicitor Battersby left the building at 8:15 PM.

**Road Report and Sewer Report:** Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. The Board discussed with Roadmaster Harbaugh the leads he has gotten on some tractor/mowers that are for sale. Vice-chairman Reamer motioned to approve the Road Report. Supervisor Woerner seconded. The motion carried.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. He also mentioned that he installed a baffle on Lagoon #2 and that Lagoon #2 was pumped and cleaned. Vice-chairman Reamer is working on a response to the Department of Environmental Protection's letter regarding the consent order. A survey was sent out to all sewer user residents to see if the Township can qualify for the Community Development Block Grant. Vice-chairman Reamer motioned to approve the Sewer Report. Supervisor Woerner seconded. The motion carried.

**EMA Report:** EMA Coordinator Wills submitted his formal report at the meeting. He added that he and EMA Deputy Coordinator Herbert Milligan have completed various training courses. Vice-chairman Reamer motioned to approve the EMA Report. Supervisor Rood seconded. The motion carried.

**Planning Commission Report:** Secretary Premo submitted her formal report at the meeting. Supervisor Rood motioned to approve the Carroll Valley Farms Land Development Plan as final and free of conditions. Supervisor Woerner seconded. The motion carried. Supervisor Woerner motioned to approve the Planning Commission Report. Supervisor Rood seconded. The motion carried.

**Recreation and Parks Commission (RPC) Report:** No formal report was submitted. Vice-chairman Reamer added that she and Secretary Premo attended the South Mountain Partnership Committee meeting. The Committee was formed to help market the South Mountain region. In addition, Vice-chairman Reamer also attended a subsequent summit regarding how to plan, build, and maintain trails.

Vice-chairman Reamer also spoke of the Sesquicentennial Civil War Committee that has been formed to formulate an event to kickoff the celebration of the battle in this area. The trail leading to Gettysburg has been laid out for the four weekends in April starting in Greencastle and passing through key areas along the route to Gettysburg. All interested parties are invited to attend the Committee meetings. The proposed event for the Fairfield area is to conduct a Good Friday Civil War period church service in a local historical church with an after service processional to Village Hall with the reading of a roll call of Civil War veterans from the area. Supervisor Rood motioned to approve the RPC report. Supervisor Woerner seconded. The motion carried.

**Tax Collection Committee (TCC) Report:** Chairman Gordon submitted his report as an observer of the October TCC meeting. Alternate Delegate Premo attended the November TCC meeting and stated that even though the slate of officers were present there were not enough Townships present so the meeting was cancelled due to a lack of quorum. Vice-chairman Reamer motioned to approve the TCC Report. Supervisor Grinder seconded. The motion carried.

**New Business:** Vice-chairman Reamer motioned to approve the percentage of funds distributed to the area volunteer fire companies. Supervisor Woerner seconded. The motion carried. The decision was made to contribute 42.5% to Fairfield and Fountaindale Volunteer Firefighters' Relief Associations, 10% to South Mountain Volunteer Firefighters' Relief Association, and 5% to Cashtown Volunteer Firefighters' Relief Association.

The motion to adopt the Engineer's proposal for design and bid work for the maintenance garage was tabled as Supervisor Rood would like to have more time to review the proposal.

Supervisor Rood motioned to adopt Ordinance 2010-01, Authorizing and Securing an Obligation Note in the amount of \$800,000 for the Township Campus. Vice-chairman Reamer seconded. The motion carried. A discussion followed.

Vice-chairman Reamer motioned to support the 150<sup>th</sup> Anniversary Celebration of the Civil War. Supervisor Woerner seconded. The motion carried.

Supervisor Rood motioned to adopt the 2011 proposed budgets for the General, Sewer, and State Liquid Fuels funds. Supervisor Woerner seconded. The motion carried. The Board intends to adopt the 2011 budgets at the December Board of Supervisors meeting. The proposed budgets are available to the public for review.

Vice-chairman Reamer motioned to adopt the Capital Improvements Plan along with the vehicle and equipment schedule. Supervisor Rood seconded. The motion carried. A discussion followed.

**Zoning Officer's Report:** Mr. Wilbur Slothour submitted his formal report prior to the meeting. The Board of Supervisors reviewed and discussed the Zoning Officer's report. Supervisor Rood motioned to approve Zoning Officer's Report. Supervisor Woerner seconded. The motion carried.

**Code Enforcement Officer's Report:** Mr. Dave Lutz submitted his formal report prior to the meeting. The Board of Supervisors reviewed the Code Enforcement Officer's report. Supervisor Woerner motioned to approve the Code Enforcement Officer'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 October 2010 expenditure reports. The Board of Supervisors discussed the Treasurer's report and financial statements. Chairman Gordon motioned to approve all the expenditures for the month of October 2010 and the Treasurer's Report. Supervisor Woerner seconded. The motion carried.

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

**Police Report:** Officer Larmer submitted her formal report prior to the meeting. For the month of October 2010 there were 53 complaints or service calls, 1 arrest and 2 investigations. She traveled 792 miles and used 56.2 gallons of fuel. Supervisor Rood motioned to approve the Police Report. Supervisor Grinder seconded. The motion carried.

**Old Business:** None.

**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 November 10, 2010.
- Planning Commission meeting is scheduled for November 30, 2010.
- Board of Supervisors Workshop meeting is scheduled for November 18, 2010.
- Board of Supervisors meeting is scheduled for December 7, 2010.

**Special Notices:** None.

**Adjournment:** At 9:40 PM Vice-chairman Reamer motioned to adjourn the meeting. Chairman Gordon seconded. The motion carried.

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Deborah K. Feiler  
Secretary/Treasurer

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Robert L. Gordon  
Chairman