

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

October 4, 2022

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

Supervisors Present: J. Edward Deardorff, Coleen Reamer and David B. Martin and Robert L. Gordon. Douglas Woerner excused.

Staff/Consultants: Solicitor Matthew Battersby, Secretary/Treasurer Nina Garretson and Roadmaster Ray Herr.

Public: None

Approval of the Agenda: Supervisor Reamer motioned to approve agenda. Supervisor Gordon seconded. The motion carried unanimously.

Public Comment: None.

Approval of the Minutes: Supervisor Reamer motioned to approve the September 20, 2022 Board of Supervisors Budget Workshop and Regular Meeting minutes. Chairman Deardorff seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby explained it is not the responsibility of the Township for the cemetery at 1945 Mt Hope Road – Mt Hope United Methodist Church which recently sold at auction. He said the maintenance is the responsibility of the property owner.

Solicitor Battersby said the Township has no obligation regarding the advertisement placed for 4099 Bullfrog Road – Gettysburg National Golf. Chairman Deardorff stated he received a call from Sen. Rich Alloway, retired, regarding the sewer issues on behalf of Mr. Chronister of Gettysburg National Golf and Mr. Sites regarding Iron Springs Road. Chairman Deardorff explained that the Township does not have a municipal authority and that they should contact and work with Fairfield Municipal Authority. He explains the Township is neutral as no plans have been submitted to the Township. Supervisor Reamer motioned to contact and offer to partner with Fairfield Municipal Authority to apply for grant funds. Chairman Deardorff seconded. The motion carried unanimously. Supervisor Reamer to follow up with Pat Smith at Fairfield Municipal Authority.

Solicitor Battersby asked about septic system at 1977 Mt. Hope Road which is in estate. Roadmaster Herr said that they will collapse the system when the road work begins. Chairman Deardorff motioned to have Solicitor Battersby send letter to the executor of the estate of the notification previously sent regarding the removal of this system from the Townships right of way. Supervisor Gordon seconded. The motion carried unanimously.

Chairman Deardorff inquired about the status of the damage done in April to Old Waynesboro Road which was sent to the Pennsylvania State Police. Secretary Garretson asked to send follow up asking for update.

Supervisor Gordon motioned to approve the Solicitors report. Chairman Deardorff seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:32 PM.

Road Report: Roadmaster Herr's report was received by the Board in the Board packets prior to the meeting. Roadmaster Herr reported tree trimming to be done on Zoo Road, Knox Road, Moritz Road, BB Section and Gum Springs Road.

Roadmaster Herr said the Township has enough winter materials for this year.

Roadmaster Herr asked about bridge on Mt. Carmel Road as a tree took a panel down. Board instructed Roadmaster to contact Will Cameron at Adams County for them to fix.

Roadmaster Herr said railroad is required to put yield sign at all crossings. He said there are stop signs on Cold Springs Road and Hickory Bridge Road, where there are no lights. Board instructed to add on Fairfield Station Road, and at the Orrtanna and Carrolls Tract Rd, at all crossings that do not have flashing lights.

Skid Loader and Mower – see Budget Workshop minutes.

Discussion of streetlights. Roadmaster Herr said costs can range from \$480 to over \$2,500 depending on what is needed. Board authorized to have one placed at Fairfield Road and Carrolls Tract intersection. They will consider additional streetlights for Harbaugh Valley Road, and Carrolls Tract and Bullfrog Road intersection at another time.

Chairman Deardorff mentioned if it may be possible to use fire police for flagger service.

Roadmaster Herr said he did not get calls from Adams County did not call him about tree down, Chief Martin called him. Supervisor Gordon to contact Warren Bladen at Adams County EMA about this issue.

Supervisor Reamer motioned to approve the Roadmasters Report. Supervisor Martin seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in the packets for all accounts for September. Chairman Deardorff motioned to approve her report and pay all expenditures for the month. Supervisor Reamer seconded. The motion carried. unanimously.

Supervisor Reamer motioned to approve opening a PLGIT account for grant funds for the Hamiltonban Community Park for Stage III. Supervisor Gordon seconded. The motion carried. unanimously

Secretary/Treasurer Garretson stated she received \$9, 817.68 in State Aid Pension, which Act 205 requires the allocation be deposited in the pension plan withing 30 days. Supervisor Reamer motioned to have the Secretary proceed with the distribution of these funds to Hamiltonban Township Pension Plan 01-051-5N to Pennsylvania Municipal Retirement System as required. Supervisor Gordon seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in their packets, along with October and November calendars. She reported completing for DCED report 406 for fire relief funds. Chairman Deardorff said secretary did check on interest with accountant for the ACH done by Diesel Direct-Mid Atlantic/Talley.

Secretary/Treasurer Garretson reported the ACATO secretary's luncheon and meeting discussion included RTK requests, house bills under consideration, executive sessions and informational meetings, digitizing files, ARPA funds, Broadband area maps, Act 57 property tax, ARPA grant funding, fireworks laws, and solar decommissioning, and need for junior fire fighters.

Supervisor Reamer motioned to accept the Secretary's Report. Chairman Deardorff seconded. The motion carried unanimously.

Old/New Business:

Resolution 2022-09 Act 57 of 2022 Property Tax Penalty Waiver Provisions – tabled next meeting.

Discussion of health insurance. Board would like RFPs prepared for all lines in January. Supervisor Reamer motioned to continue secretary/treasurer Garretson on the Township current health policy which ends November 30th, and the new policy to begin December 1, 2022 with Capitol Blue Cross/Blue Shield, until she is able to enroll under PSTATS Aetna policy which would begin January 1, 2023. Chairman Deardorff seconded. The motion carried unanimously. Board said to obtain a new broker and keep current policy.

Secretary/Garretson gave Board updated list of property owners in District IV who have not complied with septic pumping and inspections and was instructed to send to the Code Officer for citations.

HVAC systems - Roadmaster Herr to contact Thomas Inc for service of heating system at Maintenance building, and Secretary Garretson to contact Franz regarding service of boiler at Township office.

Planning Commission Report: none.

Zoning Officer's Report and Code Enforcement Officer's Report: Supervisor Gordon reported Zoning officer had 21 zoning inquiries, issued 5 permits, and 1 building inspection. Code officer reported revising 401 Mt Hope Rd but showed little progress with compliance. Supervisor Gordon motioned to approve the Zoning Officer and Code Officer reports. Supervisor Reamer seconded. The motion carried unanimously.

Joint Parks and Recreation Commission Report: Supervisor Reamer said there will be a meeting on October 28, 2022 to discuss the Stage III. She said they will begin the stone and grading of the path on November 6 and has suggested to close the park at that time, which they will advertise. Discussion of signs. Chairman Deardorff motioned to remove old sign. Supervisor Reamer seconded. The motion carried unanimously.

FREMA Report: Supervisor Martin said FREMA had a table at Pippinfest.

Fire Company Reports: Supervisor Gordon reported Fairfield Fire Company July had 22 calls, 102 YTD, with 5 in township; August 23 calls, 165 YTD with 2 in township and annual banquet is October 8, with open house October 16. Fountaindale report for July had 13 calls, with 2 in township; August 11 calls with 1 in township; and September 11 calls with none in township. Cashtown report for July had 22 calls with 3 in township; August 35 calls with 4 in township. AREMS September report 746 calls with 12 in township.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon said the two last meeting hosted HA Thompson and Adams County Treasurer, who is tax collector for Arentsville and Abbottstown Boroughs. He reminded everyone November 9th is ACATO Conference at SAVES.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): None

Pennsylvania State Police Report. Supervisor Gordon said August report showed 40 calls with 8 school checks.

Special Notices: October 15 E-Waste Recycling at Freedom Township; October 8 Annual Banquet at Fairfield Fire Company; and October 16 Open House at Fairfield Fire Company.

Public Comment: None.

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 and Recreation Commission – October 11, 2022
- Board of Supervisors Budget Workshop – October 18, 2022 at 6:00 pm
- Board of Supervisors Meeting – October 18, 2022
- Planning Commission October 25, 2022

Adjournment: Chairman Deardorff motioned to adjourn at 8:41 PM. Seconded by Supervisor Gordon. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman