

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

Via platform Startmeeting.com

October 20, 2020

Executive Session: The Board of Supervisors met in executive session at 6:45PM with Solicitor to discuss legal issue and personnel matter. Meeting ended at 6:58 PM

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, Douglas Woerner, David B. Martin, Coleen Reamer, and Robert L. Gordon.

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

Public Present: Cliff Frost, via Startmeeting.com platform.

Approval of the Agenda: Vice-Chairman Woerner motioned to approve the agenda. Supervisor Reamer seconded. The motion carried unanimously.

Public Comment: None

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the minutes of October 6, 2020 Board of Supervisors Budget Workshop and October 6, 2020 Board of Supervisors Regular Meeting. Supervisor Reamer seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby reported that during the executive session discussion on septic hauler SR Daley & Sons who have not returned required paperwork to the Township, and that this is a second incident for this company. He recommends the Board remove them from the approved haulers list. Supervisor Gordon motioned to remove SR Daley & Sons, in Greencastle as an approved septic hauler in the Township. Vice-Chairman Woerner seconded. The motion carried unanimously.

Solicitor Battersby advised the Board that the Board may change cell phone policy and that employees must provide contact information to the Township for emergency and call-ins. Supervisor Gordon motioned to amend the personnel and cell phone policy effective January 1, 2021. Vice-Chairman Woerner seconded. The motion carried unanimously.

Solicitor Battersby stated awaiting information from Beyond all Boundaries regarding 31 Carrolls Tract Road sewer and water line. He said the tax assessment is completed for ISP Minerals and waiting for final paperwork. Supervisor Reamer asked if the Township would be notified if any monies would need to be refunded. Solicitor said notification would be sent.

Solicitor Battersby stated he has reviewed re-combination deed for 1160 Cold Springs Road – El Vista Orchards and approved. He corrected some of the language.

Solicitor has not reviewed the Comcast Agreement, or the Codification materials as yet.

Discussion regarding the fee schedule and the assessor dwelling units in the Zoning Hearing Board. Supervisor Gordon said he feels fee is too high. Supervisor Reamer said they are permitted for assessor dwelling units but they can only be used for family.

Vice-Chairman Woerner motioned to accept the Solicitors Report. Supervisor Martin seconded. The motion carried unanimously. Solicitor left the meeting at 7:25 PM.

Road Report: Roadmaster Herr reported they cut 30 dead trees at DCNR. Roadmaster to meet with Solicitor regarding trees on Saturday. Supervisor Martin stated the Township has a right-of-way along township roads to trim trees. Board told Roadmaster to adjust his time for coming in Saturday.

Supervisor Reamer motioned to accept the Roadmaster Report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary/Treasurer's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors prior to the meeting.

Supervisor Gordon motioned to rescind previous motions for payment of the 2019 Wheel Loader, and to pay the balance of \$41,783.42 to FNB with funds from Capital Reserve (Sewer) Funds. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to move the General Municipal Pension System State Aid funds received for \$4,274.34 to the Pennsylvania Municipal Retirement Service (PMRS) Pension Fund for Hamilton Township. Chairman Deardorff seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to accept the Secretary/Treasurer's report. Supervisor Martin seconded. The motion carried unanimously.

Old/New Business:

Comcast Franchising Agreement tabled until next meeting.

Codification tabled until next meeting.

Secretary Garretson reported that Dave Bowers said he would submit bill before the end of the year for IT Services. Board said to include in 2021 budget.

Discussion Items: Supervisor Gordon said the fee is too high for Zoning Hearing Board. Solicitor said that only certain items can be billed for such as administrative cost, secretary, advertising etc., but Township cannot recoup cost of attorney's fees and consultants. After further discussion, Board consensus to look at other municipality fees and set new rates in January.

Discussion by Board regarding housing at Mt. View Golf which Supervisor Gordon said Fairfield Municipal Authority would look at favorably.

Secretary Garretson reported that secretary of FREMA contacted and stated they wished to have Township bill Specialty Granules billed for incident in August. No further information was provided.

Special Notices; Tree Planting at Community Park October 24th at 9:00 AM; Drug Take Back Event October 24th at Carroll Valley.

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, unless noted otherwise. Rescheduled changes of date or time will be advertised via the *Gettysburg Times*. Cancellations will be via a notice on the office door and website.

- Planning Commission – October 27, 2020
- Board of Supervisors Budget Workshop – November 4, 2020 at 6:00 pm
- Board of Supervisors Meeting – November 4, 2020
- Parks and Recreation Commission – November 10, 2020
- Board of Supervisors Budget Workshop – November 17, 2020 at 6:00 pm
- Board of Supervisors Meeting – November 17, 2020

Adjournment: Supervisor Martin motioned to adjourn at 7:46 PM. Seconded Vice-Chairman Woerner. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman