

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
**Board of Supervisors Workshop**  
December 29, 2016

At 7:00 PM Chairman Gordon called the meeting to order. 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, Coleen N. Reamer, LuAnn M. Dille, J. Edward Deardorff and Douglas Woerner.

**Staff Present:** Secretary/Treasurer Nina Garretson.

**Public Present:** Angela Cooper and John Messeder of the *Gettysburg Times*.

**Township Business:** The following Township business was discussed:

Introduction made for Angela Cooper who has volunteered for the Township Auditors. Chairman Gordon gave a description of the duties and expectations. It was suggested that she send questions in advance of the January 4<sup>th</sup> meeting. The Board of Supervisors thanked Angela for her willingness to serve. She will be formally appointed during the January 3, 2017 meeting for a one year term.

Iron Springs Plaza update given by Chairman Gordon who stated that amended agreements were received and that further questions arose. We are awaiting response from Amy Kaufman, Director of Economic Development who is working with Dave Sites. Concern that there are no dates within the agreements and that the calculation of the bond and what that is based on. Once these answers are presented Chairman Gordon will again present to the Board of Supervisors with recommendations.

Secretary Garretson presented three quotes to the Board of Supervisors for a new copier, fax and printer. Quotes were for both purchase and lease agreements. It was suggested after reviewing that this be added to the January meeting agenda. Supervisor Reamer also requested that we check with the Road Department to make sure they have current fax.

Supervisors had discussion regarding Shipley invoices for propane, oil and recent repairs. Chairman Gordon had contacted and did price comparisons, which consensus was Shipley rates are too high. Chairman Gordon will research and follow-up with additional suppliers for better rates and the possibility of purchasing a tank for the 4020 Shop, as we currently lease.

Chairman Gordon inquired about JP Harris continuing to collect taxes on behalf of Hamiltonban Township. It was pointed out that they are only collecting old delinquencies. No further action or discussion necessary.

Chairman Gordon reviewed the Pennsylvania State Police report for November which listed 25 calls for the township.

Supervisor Deardorff presented Road Report which was included in Board packet. Mike Cayhill with Specialty Granules delivered a check in support of project for Old Waynesboro Road.

Supervisor Deardorff will also approach DL George in conjunction with this project. This may change road project schedule to include 1) Old Waynesboro Road; 2) Lower and Upper Cold Springs Road; and 3) the sealing of Office and 4020 Shop parking lots. He also reported that our salt and anti-skid materials have been delivered; the problem with the backhoe was an oil filter which was replaced; presented current sign inventory with further discussion and research needed; and they are working on the sewer fields. He suggested once the sewer field work is completed that the property be sold, but this must be put out for bid and the funds would be returned to the residents.

Supervisor Reamer has complied the 2016 Budget Message and it was suggested that the roads projects be added. Budget Message and 2017 Budget will be posted on the website. The County is working on a new website for Hamiltonban Township and will be meeting with us on January 12, 2017. As we move to the new website codification of our regulations, etc. need to be updated.

Chairman Gordon reviewed agenda and resolutions for the January 3<sup>rd</sup> meeting. It was suggested that we post engineering fees along with our fee schedule. Ordinance for Weight Limit Restriction for Hickory Bridge Road Bridge and Storm Water Ordinance Amendment have been advertised and will be on the January agenda.

Board discussion regarding pay rates for staff. Dana Stevens who will be coming on full-time will receive a 5% raise after 90 days. James Eyler was given raise already and both Ray Herr and Nina Garretson will have their 90 day reviews and 5% increase. Supervisor Dille also requested that sick leave be granted to Ray Herr due to family health concerns and the Supervisors were unanimous in agreeing to granting this request.

At 8:35 PM Vice Chariman Woerner motioned to adjourn, seconded by Supervisor Dille, the Board of Supervisors unanimously approved to adjourn the workshop.

The next Board of Supervisors meeting is January 3, 2017 at the local prevailing time of 7:00 PM.

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Nina Garretson, Secretary/Treasurer

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Robert L. Gordon, Chairman