

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
**Board of Supervisors Regular Meeting Minutes**  
May 21, 2024

*Per Resolution 2018-08: Hamiltonban Township Public Comment Policy; Persons may use audio, stenographic recorders, or video recorders to record all or any portion of the meeting. Any person using such recording equipment at the public meeting shall make a general announcement, prior to the operation of recording equipment, that the meeting shall be so recorded.*

**Call to Order:** The meeting was called to order by Chairman J. Edward Deardorff at 7:00 PM on May 21, 2024 in the Hamiltonban Township Meeting Room. The Pledge of Allegiance was recited by all.

**Announcements:** An executive session was held prior to the meeting from 6:15pm to 7:00pm in regards to personnel matters. Another Executive session was held immediately following this meeting from 8:30 to 8:45, also regarding personnel issues.

**Approval of Agenda:** Motion to approve the agenda as stated by Supervisor Woerner, Second by Supervisor Reamer. Motion passed unanimously.

**Attendance:** A quorum was achieved with Chairman Deardorff, Vice Chairman Woerner, Supervisor Picarelli, Supervisor Reamer and Supervisor Spence all in attendance.

**Public Comment:** Board Member Scott Osbourne, Charles Koontz & Nate Harbaugh were all in attendance on behalf of Blue Ridge Sportsman's Assoc. They were inquiring as to the status of their project. Chairman Deardorff informed them that it had been sent back to the Zoning Hearing Board and they would be notified by a posting on the property as to when that will occur.

**Approval of Minutes:** Motion to approve the minutes of May 7, 2024 by Supervisor Woerner, second by Supervisor Reamer. Motion passed unanimously.

**Also Attending:** Solicitor Battersby, Trish Myers and Sharon Hamm from Pa Municipal Code Alliance.

**Solicitor's Report:**

- Notification of tax sale scheduled for the property located in Hamiltonban Township at 2985 Waynesboro Pike.
- Fine Line Trim- Report from Rob Thaeler with Adams County Planning and Development has been received and he will appear at the next Planning Commission meeting in that regard. Rob Thaeler did give Solicitor Battersby a copy of the map he received from Mr. Thaeler but it's showing it in reference to tax parcels.
- Orchard Ordinance- Some discussion ensued for clarity, once completed Supervisor Woerner made a motion to approve the Orchard Ordinance, Second by Supervisor Spence. Motion passed unanimously. Solicitor Battersby said he would publish the entire ordinance as it is a unique one and he does not want to summarize it. The solicitor said he would advertise it once in the paper as the Secretary is new and hasn't had to do that yet.
- Kellett Septic removal review. After a conversation between the Supervisors and Solicitor

Battersby it was decided that instead of having Mr. Kellett remove and crush the tank that the Township would have CE Williams remove it prior to the construction starting.

**Roadmaster's Report:**

- Two more pipes to do on Cold Springs Road.
- Peterbilt Auction: highest bid received was 30,800 which was not enough
- The highest bidder counter bid 38,000 which still was not enough so it was decided that the Township is keeping the vehicle for now and may try again at a later date.

A motion was made by Supervisor Deardorff that the Township would keep the Peterbilt and decide in the fall if we would like to sell it then. Second by Supervisor Reamer. Motion passed unanimously.

- Kinsley will be starting their road work in late June. Until then the Roadmaster said he will continue to do what he is doing until we can hire some help.

A motion to accept the Roadmaster report made by Supervisor Picarelli. Second by Supervisor Spence. Motion passed unanimously.

**Secretary/Treasurer Report:**

- Financial Reports supplied to the Board for review.
- In a search for an American made digital sign for the township office we have found a suitable one however it is 3 times more than originally discussed. The price being 5,720.00 which is a lot less than the original estimate given by another vendor. If any electrical work is needed for the sign Ketterman Electric will come in and take care of it.

Motion was made to purchase the sign by Supervisor Picarelli. Second by Supervisor Spence. Motion passed unanimously.

- Payroll alternatives were discussed in particular QuickBooks payroll online. Fees are reasonable and it has automatic tax payments per payroll period. Spoke directly with QuickBooks and the fees would be \$40 per month plus \$8 per employee which comes out to be \$80/month for the first year and then \$120/month thereafter.

After some discussion on the benefits of this program a motion was made by Supervisor Reamer to purchase the program. Second by Supervisor Woerner. Motion passed unanimously.

- Secretary requested permission to transfer \$200,000 out of the ACNB General fund to the Pligit account.

Motion to approve the Funds transfer of \$200,000 from Adams County Bank to the Pligit account made by Supervisor Deardorff. Second by Supervisor Woerner. Motion passed unanimously.

### **Planning Commission Items:**

- ❖ Joint PC & Supervisors Meeting on May 28, 2024.

**Code Officer:** No report but Supervisor Reamer would like the Secretary to contact him and ask him to travel the township area as she is seeing a lot of real high grass that needs to be addressed with the residents.

**Zoning/Building/UCC (PMCA)** Sharon Hamm and Trish Myers are here representing PMCA. Sharon indicated how hard it has been to keep employees and it has created a hard time for both the Township and PMCA. Trish is new to PMCA, she came in as an administrative person but has quickly learned zoning and code. She lives in Gettysburg and actually an RN but it was hard on her with 15-hour work days. She was working in the Chambersburg office training with Lynda and Andrew but has since moved to the Adams office where she will stay. She realizes the challenging times the Township has had and is aware that we have some concerns so they are here to address these issues. Supervisor Reamer asked who is actually our Zoning Officer and Sharon said it will be Trish. Andrew and Trish will both be in the field and it was mentioned by Supervisor Reamer that we would like someone to stop by our office from time to time when they are in the area to let us know they are around. Several issues were brought up as to how things should be handled and issues that had not yet been taken care of. Supervisor Spence said PMCA needs to be more hands on in the field to get a first view of what a resident may be referring to when it comes to a specific lot or area. More communication is needed so that we know what is going on in the Township as far as building, permits & inspections etc.

**Land & Sea:** Has pretty much completed 3 new homes but waiting on final inspections. 2741 Cold Springs still in Footings & Foundations. 10 active additions with one being close to final inspection. Commercial with Jesus Mary & Joseph was turned over to PMCA.

**Parks and Recreation:** DCNR park Inspection for the grant has been rescheduled for July.

### **Fire Company Reports:**

- Township not receiving any monthly reports from Fairfield Fire Department the Secretary needs to send a letter to find out why. Supervisor Deardorff said he would make a call and find out what is going on.
- Cashtown: 2 responses for Hamiltonban Township and they sent a quarterly report of their budget. Of their \$87,000 they used \$16,760.78 in the first quarter and taken in \$39,000.
- Fountaindale Volunteer Fire Department had 3 motor vehicle accidents and a forest fire which totals 4 calls in Hamiltonban for the month of April.
- Fairfield Fire & Ems: 27 calls, 4 Brush Fires, 12 Sick Calls, 4 Commercial Alarms, 1 Motor Vehicle accident, 2 Breathing & Cardio, 1 Laceration.

**ACCOG and ACATO:** Flagger Training went well. Regional forum will be held in Carlisle this year in September if anyone is interested.

**YATB:** Ryan Picarelli & Ed Spence were not getting any emails from them because they were sending them to the wrong people. There are meetings coming up that Ed & Ryan will split and attend.

**PA State Police:** 4 Domestic, 7 traffic stops, Two bus safety checks at the school, 2 School safety checks, 4 Motor Vehicle accidents, 1 trespass and 2 calls to see the officer.

**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:

Board of Supervisors Meeting June 4, 2024  
Parks and Recreation Commission June 11, 2024  
Board of Supervisors Meeting – June 18, 2024  
Planning Commission Meeting June 25, 2024

Motion to adjourn the meeting at 8:31pm by Supervisor Woerner. Second by Supervisor Reamer.  
Motion passed unanimously.

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J. Edward Deardorff / Chairman

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Lynda Noel / Secretary