

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

February 7, 2017

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

Supervisors Present: Robert L. Gordon, Coleen N. Reamer, Douglas Woerner, LuAnn M. Dille, and J. Edward Deardorff.

Staff: Solicitor Matthew Battersby, Secretary/Treasurer Nina Garretson, and Tax Collector Pam Wiehagen.

Public: Lt. James Graham of Pennsylvania State Police, Danielle Ryan of the *Emmitsburg News Journal*; and John Messeder of the *Gettysburg Times*.

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

Public Comment: Pennsylvania State Police Report was given by Lt. James Graham in charge of the Gettysburg Barracks and long time resident of Adams County. He provided and reviewed the number of calls made in Hamiltonban Township which was broken down by assaults, burglaries, thefts, drug overdoes, drug possession, death, motor vehicle crashes and those involving DUI, number of fatalities, other crimes and service calls. He reported by year the number of incidents: 2014-283; 2015-306; 2016-400 total calls which is a 31% increase. The Board thanked him for attending and appreciates the PSP service to Hamiltonban Township. He left the meeting at 7:19 PM. Chairman Gordon also reported the PSP Reports for December 2016 and January 2017 showed 26 calls each month.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the January 3, 2017, Reorganization Meeting and January 3, 2017 Board of Supervisors Meeting; Special Board of Supervisors Meeting January 17, 2017; and the January 26, 2017 Board of Supervisors Workshop. Supervisor Reamer seconded. The motion carried.

Solicitor's Report: Solicitor Battersby presented his formal report at the meeting. He advised that the Building Inspector and Sewer Enforcement Officer inspect and post the property at 1503 Iron Springs Road, Fairfield due to a fire in the home and any future problems which may arise if the property is sold or rebuilt.

Discussion regarding the Septic Pumping Ordinance and questions which Secretary Garretson has been getting from residents. Solicitor Battersby and the Board of Supervisors advised her to respond that the requirements were made by DEP. Districts cannot be changed and proof of pumping must be done with a licensed septic hauler with a DEP certificate within the specified time frame for each District. Secretary Garretson was instructed to provide a list of those not in compliance by June 30, 2017 to the Sewer Enforcement Officer. Vice-Chairman Woerner

motioned to accept the Solicitors Report. Supervisor Reamer seconded. The motion carried. Solicitor Battersby left the meeting at 7:55 PM.

New Business: Supervisor Deardorff motioned to approve Home Occupation Permit #HO-17-05 for Kurt Brantner at 2175 Mt. Hope Road, Fairfield for "Mount Hope Pottery" or "Green Ridge Pottery" which conforms to Article 10 Section 1001 #14 Zoning Ordinance. Supervisor Reamer seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to adopt Resolution 2017-07 Amending Resolution 2011-14 to appoint Nina Garretson as Treasurer to the Hamiltonban Township Municipal Sewer Authority. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Deardorff motioned to adopt Resolution 2017-08 A Resolution Amending Resolution 2012-12 that Establishes Tax Collector Administrative Fees. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Dille motioned to deposit \$10,000.00 in the Pennsylvania Municipal Retirement System (PMRS) Pension Plan. Supervisor Deardorff seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to register Hamiltonban Township with Keep Pennsylvania Beautiful. Supervisor Dille seconded. The motion carried unanimously.

Supervisor Deardorff motioned to direct the Road Department begin Zone 1 with the sign inventory and order replacements for the reflectivity now required. As this project progresses each of the 10 zones will come before the Board as time and budget permits. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Deardorff motioned to participate with COSTARS cooperative purchasing program for a new salt contract agreement for August 2017-July 2018. Supervisor Reamer stated that COSTARS was more economical for the Township than doing our own bidding process. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to approve National Energy for heating oil for the Township Office, at a cost of \$1.99 with a cap of \$2.05 until May 2017; and propane for the 4020 Shop at a cost of \$1.29 with a cap of \$1.69 until May 2017; and the purchase of a above ground 1,000 tank for \$3,400.00. The purchase of the tank is to be made from the Construction Account. Notification will be sent to Shipley to pick up their tank at the 4020 Shop. Supervisor Deardorff seconded. The motion carried unanimously.

Supervisor Dille motioned to register Dana Stevens with PSTATS Aetna Medicare Advantage Plan as presented during the Board Workshop on February 28, 2017. Supervisor Reamer seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Garretson submitted her formal report prior to the meeting for the Board of Supervisors review along with the January 2017 Financial Statements for all accounts. Vice-Chairman Woerner motioned to approve all expenditures for the month of January and accept the Treasurer's Report. Supervisor Dille seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Garretson submitted her formal report prior to the meeting. Supervisor Dille motioned to accept the Secretary's Report. Vice-Chairman Woerner seconded. The motion carried unanimously

Road Report and Sewer Report: Roadmaster Herr's report was received by the Board in their Board packets prior to the meeting. Road Coordinator Deardorff reported the road crew completed their class on sign reflectivity. He also stated that LoBar has come in to inspect the roof at 4020 and will install new proper size screws at their cost to repair leaks. The road crew have measured Old Route 16, which is 3,000 feet (20 foot wide) of new road surface with 1,300 base repair underneath (approximately 5 foot wide). This will be for 700 ton of blacktop approximately. The next step will be to have our PennDOT representative come to help prepare the exact tonnage for the bid of blacktop. Tree trimming work to begin tomorrow on Lower Cold Springs weather permitting; and the staff will install the maroon truck with anti-skid insert spreader in preparation for the coming winter storm. He also provided a 5 year plan, which the first part has been completed. Vice-Chairman Woerner motioned to accept the Road Report. Supervisor Dille seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission minutes for January were distributed to the Board prior to the meeting. No action.

Parks and Recreation Commission Report: Draft Parks and Recreation Commission minutes for January were distributed to the Board prior to the meeting. It was reported by Supervisor Reamer that the equipment for Phase I will be delivered on February 27, 2017. The provider Sports & Recreation has asked to have a pre-construction meeting on March 1st. No action.

EMA Report: No report, no action.

Fire Company Reports: Chairman Gordon read the reports of Fountaindale Fire Company which had five calls with one in the Township. At the Fountaindale Annual banquet they burned their mortgage. Cashtown Fire Company report listed eighteen calls with two in the Township.

Zoning Officer's Report and Code Enforcement Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of January prior to the meeting. This included the Code Enforcement Officers report. It was noted that there were five new permits issued, and the Code Enforcement report showed a log of three. Supervisor Dille motioned to accept the Zoning Officer's and Code Enforcement Officer's report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Reamer reported that the School Districts are to attend the February and March COG meetings. There was no report for ACATO.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Dille attended the recent meetings and will circulate materials.

Special Notices: It was announced that the Board would go into Executive Session at the close of the meeting due to contract issues.

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 via a notice on the office door.

- Parks and Recreation Commission - February 14, 2017.
- Board of Supervisors Workshop - February 23, 2017.
- Joint PC & Board of Supervisors Workshop - February 27, 2017
- Planning Commission - February 28, 2017.
- Board of Supervisors - March 7, 2017.

Adjournment: At 8:30 PM Vice-Chairman Woerner motioned to adjourn the meeting. Supervisor Deardorff seconded. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

Robert L. Gordon
Chairman