

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Budget Workshop
Via platform Startmeeting.com
September 7, 2021

At 6:05 PM Chairman Deardorff 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: J. Edward Deardorff, Robert L. Gordon, Coleen Reamer, David B. Martin, and Douglas Woerner.

Staff Present: Secretary/Treasurer Nina Garretson and Roadmaster Ray Herr.

Public Present: None

Public Comment: None

Discussion: Secretary Garretson provided a listing of loans and payments due for 2022 for the Board's review. Supervisor Reamer said line item 308.364 Sewage Permits needs to be reduced to \$9,000. Supervisor Gordon said to increase line item 320.800 Cable Franchise to \$30,000.

Discussion of expenses if changes needed for 402.100 Accountant Services, which Secretary Garretson reported she is still awaiting final audit and cost for this year, and does not yet have estimate for 2022. Board will come back and review if change needed for 404.31 Solicitor Services. Board discussed 408.310 Engineering no change at this time. Line item 408.364 SEO Services reduce to \$9,000. Board to decrease 409.231 heating to \$3,000. Line item 409.230 Heating -Shop increase to \$4,500. Line item 409-250 Minor Equipment -Bldg to remain the same and 409.327 Radio Equipment Maintenance was increase to \$500. Line item 411.540 Contribution Volunteer Fire Companies which Board made 3 year commitment to Cashtown Fire Co. for new truck so will remain the same. Line item 430.231 Vehicle Fuel – gas increased to \$2,000; Line item 430.232 Vehicle Fuel - Disel increased to \$16,000; change to line item 430.237 Vehicle Maintenance Service decrease to \$900.; line item 430.260 small Tools & Minor Equipment to remain the same.

Public Comment: None.

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- Parks and Recreation Commission – September 14, 2021
- Board of Supervisors Budget Workshop - September 21, 2021 at 6:00 PM
- Board of Supervisors Meeting September 21, 2021
- Planning Commission September 28, 2021
- Board of Supervisors Budget Workshop – October 5, 2021 at 6:00 PM
- Board of Supervisors Meeting – October 5, 2021

Adjournment: Vice-Chairman Woerner motioned to adjourn at 6:45 PM. Seconded by Supervisor Reamer. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Via: Startmeeting.com

Regular Meeting Minutes

September 7, 2021

Executive session: Board met at 6:47 PM to discuss legal issue. Returned at 6:59 PM

Board Meeting: At 7:00 PM Chairman Deardorff called the Board of Supervisors meeting to order. He announced the meeting was being recorded only for purpose of minutes. The pledge of allegiance was recited.

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

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

Public: Dave Sites and Atty. Henry Heiser. Via Startmeeting Cliff Frost on a recorded line, Sherry clayton Williams and Laura Neiderer of Adams County Office of Planning & Development (ACOPD).

Approval of the Agenda: Vice-Chairman motioned to add David Sites and Teresa and Vernon McCarter to the agenda for public comment. Supervisor Gordon seconded. The motion carried unanimously. Vice-Chairman Woerner motioned to approve agenda. Supervisor Reamer seconded. The motion carried unanimously.

Public Comment: Laura Neiderer of ACOPD spoke to the Board regarding the OnWard 2050 Adams County Long Range Transportation Plan. She stated the plan is updated every five years, has thirteen members from various municipalities and entities. They are looking for public comment for the plan for future needs and feedback from municipality. She provided data from PennDOT on future projects. Solicitor Battersby explained that the Board just received this information tonight and would respond. Laura also said to encourage citizens to take the survey. Supervisor Reamer asked when the responses will be available from the public. Laura said they are taking surveys through the end of September. She left the meeting at 7:14 PM.

Dave Sites, of Sites Bittinger gave the Board members copies of concept plans. He stated he had withdrawn plans for Iron Springs Plaza a 17-acre parcel along Fairfield and Iron Springs Roads as he could not get an anchor store. He suggested a draft amendment overlay for an additional 64-acre parcel along Iron Springs Road which although zoned commercial has other permitted uses. He said study done shows additional housing is needed. Solicitor Battersby asked if the original 17-acre parcel can be guaranteed to stay commercial. Atty. Henry Heiser said this is not a special exception but conditional use. Dave reported sewer capacity is available. Supervisor Reamer motioned to have the Solicitor Battersby and Atty. Heiser work together on legal amendments. Vice-Chairman Woerner seconded. The motion carried unanimously. Dave Sites and Atty. Heiser left the meeting at 7:30 PM.

Neither Teresa or Vernon McCarter joined the meeting.

Approval of the Minutes: Supervisor Reamer motioned to approve the August 17, 2021, Board of Supervisors Budget Workshop and Regular Meeting minutes. Supervisor Gordon seconded. The motion carried. Vice-Chairman Woerner abstained.

Solicitor's Report: Solicitor Battersby stated he provided legal advice to Board during executive session held prior to meeting. He reported the 4325 Fairfield Road property has been cleaned up and is now in compliance. Secretary Garretson reported she has notified magistrate to withdraw citation, and was told the 2985 Waynesboro Pike property has plead guilty, paid fine and case is now closed. Board members said they continue to violate ordinances. Per Solicitor the Board requested that the property be cited again.

Vice-Chairman Woerner motioned to approve the Solicitors report. Supervisor Gordon seconded. The motion carried unanimously. Solicitor left the meeting at 7:50 PM.

Road Report: Streetlights table until next meeting.

Roadmaster reported report from Township Engineer regarding Moritz Road. Suggested when pipe is replacing the Township donate to Kraft's if they wish to install. After further discussion Supervisor Reamer motioned to have upper part of Moritz Road survey done to shift road. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer said they are awaiting draft scope of services proposal from Township Engineer for Mt. Hope Road Bridge for pre-cast culvert. The Pennoni proposal is too expensive.

Roadmaster Herr provided storm update. He said a view washout areas and Hickory Bridge Road has to be closed for a while.

Vice-Chairman Woerner motioned to approve renting chipper and lift for tree trimming, for one month per Roadmaster Herr's estimate of \$4,265, and pending Intermunicipal Agreement with Liberty Township for half cost and sharing staff. Chairman Deardorff seconded. The motion carried unanimously.

Roadmaster Herr said he investigated the erosion complaint on Old Waynesboro Road and it is water coming down Lilac. There is pipe and nothing further can be done. He will investigate the Thunder and Rye Trails complaint of erosion. Supervisor Gordon said the gutter is very deep.

Roadmaster said the 2RG stone from Gettysburg Quarry is now mud and he will replace for 2AQ stone. He will get from Fairfield quarry when they open for their 1-day event. He said Township will need another mowing, Line Painting has been completed. He suggests that the Township wait another year when looking for truck to replace 06 Peterbilt.

Vice-Chairman Woerner motioned to approve the Roadmaster 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 prior to the meeting. Vice-Chairman Woerner motioned pay all expenditures for the month. Supervisor Martin seconded. The motion carried unanimously.

Budget amendments for 2021 tabled until next meeting.

Secretary Garretson reported she has contacted Gettysburg National Golf Club several times regarding amusement taxes for June, July and August with no response. Chairman Deardorff motioned to have Solicitor send letter regarding payment, along with all penalties. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to approve the MMO's for 2022 for Police and Non-Uniform Pensions as presented. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to accept the Treasurer Report. Supervisor Gordon seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in their packets.

Reports on District I and District III non-compliance of septic pumping and inspection tabled until next meeting.

Secretary Garretson reported she has included the Adams County Long Range Transpiration Plan Survey on the township website and included in E-News. Supervisor Reamer suggested further discussion on bicycles and pedestrian walking paths, and possibly working with the Boroughs of Fairfield and Carroll Valley.

Secretary Garretson presented Board with information from AFLAC policies. Board suggested to pre-screen if employees have any interest. Tabled until next meeting.

Vice-Chairman Woerner motioned to approve toner purchase of 3 boxes for Kyocera copier. Supervisor Gordon seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve the secretary's report. Chairman Deardorff seconded. The motion carried unanimously.

Old/New Business: Discussion of Zoning Board Vacancy which is to be put on outdoor sign, E-News and on Facebook.

Fuel Canopy proposal Supervisor Reamer waiting on information. Tabled until next meeting.

Tractor signs for Mt. Carmel Road to be covered by Township.

Vice-Chairman Woerner requested another letter be sent to Park Garbage regarding trash coming off trucks on Carrolls Tract Road. By consensus Board agreed.

Supervisor Reamer motioned to accept the resignation of Township Constable Douglas Kiel and to send thank you for his service. Vice-Chairman Woerner seconded. The motion carried unanimously.

Discussion of Liberty Township's request for information of Hamiltonban Township support of Community Media. Supervisor Gordon said Community Media does have value to residents and he will respond to the inquiry.

Supervisor Reamer motioned to accept the recommendation of the Sewer Enforcement Officer to approve the septic holding tank system submitted by Specialty Granules and approved by DEP. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve the Secretary to vote for two trustees as presented by PSATS. Chairman Deardorff seconded. The motion carried unanimously.

Liberty Twp – intermunicipal agreement (see Road Report).

Secretary Garretson present the Board of Supervisors with letter from Land & Sea Services regarding code and zoning for 2022. Board said a Response for Proposal will have to been done.

Planning Commission Report:

Supervisor Reamer motioned to reject the Planning Commission's recommendation to not make any changes to the Commercial District Zoning Ordinance based on Solicitor discussion. Supervisor Gordon seconded. The motion carried unanimously.

Zoning Officer's Report and Code Enforcement Officer's Report: Supervisor Gordon stated the Zoning Officer's report showed 2 permits, one for zoning and one for building, and Code Officer' report showed 4325 Fairfield Road violation of ordinance. Vice-Chairman Woerner motioned to approve the Zoning Officers and Code Officers reports. Supervisor Reamer seconded. The motion carried unanimously.

Joint Parks and Recreation Commission Report: Supervisor Reamer said they are awaiting response on two grants. She noted Chairman John Strahler sent nice letter to editor thanking donors and volunteers after bridge dedication was cancelled.

FREMA Report. None.

Fire Company Reports: Supervisor Gordon reported AREMS July report had 715 total calls with 13 in township; Cashtown Fire Company reported 34 calls with 5 in Township; Fairfield Fire Company report had 18 calls with 2 in Township.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon said Destination Gettysburg gave presentation at COG meeting. He said ACATO has Secretaries luncheon September 29, and the convention will be November 10th at SAVES. Supervisor Reamer motioned to allow Secretary Garretson to attend the ACATO Secretaries luncheon. Supervisor Gordon seconded. The motion carried unanimously.

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

Pennsylvania State Police Report. Supervisor Gordon stated July report had 45 calls with 19 school checks.

Special Notices: None.

Public Comment: LuAnn Dille, 1860 Cold Springs Road brought complaint regarding Fairfield Union Cemetery on Fairfield Road said Property Owner Mr. Tierce, 4994 Fairfield Road is permitting his dog to roam, which defecates and scares people visiting graves. The Cemetery board has sent several letters which are ignored. By Board consensus the Code Officer follow-up with violation letter.

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Adjournment: Vice-Chairman Woerner motioned to adjourn at 8:40 PM. Seconded by Supervisor Reamer. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman