

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Budget Workshop
August 22, 2019

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: Chairman J. Edward Deardorff, Douglas Woerner, David B. Martin, LuAnn and M. Dille. Robert L. Gordon was excused.

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

Public Present: John Messeder of the *Gettysburg Times*, who arrived at 6:44 pm and Chad Farace, arrived at 6:52 pm.

Budget Discussion: The following was discussed:

Regarding Capital Improvements Plan, Chairman Deardorff said to move Outdoor material storage to 2021. He also stated that \$18,000 would not be adequate for an equipment storage building. Roadmaster Herr said to remove for the Township Campus seal coating for driveways and parking areas as is not needed.

Discussion on the Vehicle and Equipment Capital Improvement Plan. Chairman Deardorff asked if they should consider a Lowboy trailer which would cost about \$10,000. Roadmaster Herr said it would be useful however, he would be the only one eligible to drive. Chairman Deardorff asked if other CDL employee should be required to get Class A License. Roadmaster Herr said that to replace the 350 truck, it would cost \$60,000 to \$65,000 plus plow and spreader. He is concerned it would not be enough to handle mountain roads. Chairman Deardorff said the current value of 350 would be \$10,000 to \$15,000. Roadmaster Herr presented quote for new 550 Truck of \$88,240 from Stephenson Equipment. He said when he spoke with salesmen for Keystone, US Municipal, A&H and Stevenson, that inventory is very low. Supervisor Martin suggested keeping two big trucks, and having two 550's, with possibly paying off one loan on 2018 Mack to prepare if needed to replace 06 Peterbilt. Secretary gave total loans of Township \$904,928, with the Community Bank loan for 2018 Mack balance of \$40,964.82 as well as state loan. Chairman Deardorff said that the 06 Peterbilt will have to be replaced in two years if not sooner.

Supervisor Dille said the State Liquid Fuels Budget is estimated and basically the same, except that only \$16,500 will be paid on the PIB Loan for Reeds Bridge and the balance of the payment will need to be budgeted in the General Fund. Chairman Deardorff presented four-year road work suggestions. Secretary Garretson suggested cost estimates to assist with budget planning. Chairman Deardorff said 10 miles of seal coat would cost \$140,000 and 1,000 feet of blacktop is \$20,000. He will provide cost estimates for suggested projects at the next meeting.

Supervisor Dille suggested Budget meeting workshops to be held September 3, September 26, October 1 and October 24 at 6:00 pm and to authorize the Secretary to advertise such. Board agreed by general consensus.

At 6:59 PM Vice-Chairman Woerner motioned to adjourn, seconded by Supervisor Martin the Board of Supervisors unanimously approved.

Nina Garretson, Secretary/Treasurer

J. Edward Deardorff, Chairman

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Regular Workshop
August 22, 2019

At 7:00 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: Chairman J. Edward Deardorff, Douglas Woerner, David B. Martin, LuAnn and M. Dille. Robert L. Gordon was excused.

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

Public Present: Chad Farace, and John Messeder of the *Gettysburg Times*.

Agenda Approval. Agenda approved by general consensus.

Public Comment: Chad Farace, 301 Lost Limb Lane, Fairfield said the Zoning Officer suggested he attended the workshop to answer any questions the Board may have at this time. Stated he is working to come into compliance. Chairman Deardorff said that Zoning Officer Wilbur Slothour has given the Board an update. He left the meeting at 7:30 PM.

Township Business: The following Township business was discussed:

Chairman Deardorff motioned to authorize Roadmaster Herr to purchase 550 truck from Stephenson Equipment Inc. for \$88,240 a CoStars member. A roll call vote was taken: Supervisor Woerner - yea; Supervisor Deardorff - yea; Supervisor Dille - yea; Supervisor Martin - yea. The motion carried unanimously.

Chairman Deardorff reported that he and Roadmaster Herr have an appointment with Specialty Granules on Thursday, August 29th to discuss Old Waynesboro Road. Roadmaster Herr said quote from AAA Paving is \$16,500 plus the cost of materials. Chairman Deardorff said materials will be approximately \$20,000, Roadmaster Herr said \$25,000. Chairman Deardorff said AAA Paving is on reserve for this project.

Roadmaster Herr said they have been working on the clean-off of debris along Old Waynesboro Road and removed 8 loads. He said he has made a special tool to push out debris under guard rail. Chairman Deardorff said special blocks needed to prevent washouts. Roadmaster Herr said all edges to Harbaugh Valley Road have been done. Chairman Deardorff said he and Roadmaster have checked the ditch along 667 Old Waynesboro Rd and do not plan on any work at this time. Chairman Deardorff said he will work further on the 4-year Road Projects Plan for next Board meeting.

Supervisor Dille said the Resolution for Private Roads needs updated due to Wildlife Lane. Roadmaster said it is not installed as yet. It is on the subdivision plan and it will have to be installed to specs. Board discussed classification which is needed. Chairman Deardorff motioned to classify Wildlife Lane at a Class A2. Supervisor Dille seconded. The motion passed unanimously. Secretary Garretson said the Solicitor needs to review Resolution, to be added to September agenda.

Board discussion to have Thomas Inc. do annual service for heating at 4020 Shop and office building, and Roadmaster to coordinate.

Board reviewed Sewer Funds Resolution which will be sent to the Solicitor for review, and to be added to September agenda. Secretary Garretson asked if funds are to remain at F&M Bank. Supervisor Deardorff - yea; Supervisor Woerner - yea; Supervisor Dille - yea; Supervisor Martin - yea. She stated account names to change and new checks will have to be ordered. Supervisor Dille said it will come into the General Fund per budget. Supervisor Martin said that most should go into the Capital Reserve.

Secretary Garretson said that she and Supervisor Dille will be doing a training session in September for the codification process, but that everyone will be responsible to help with the review process.

Secretary Garretson said a request received from the Joint Parks and Recreation Commission to let non-profits use the park pavilion rental free. Members of the Board agreed and it is to be added to September agenda.

Board opened single bid for 05 Ford Explorer from Christina Anders for \$435.00. Supervisor Dille abstained from comment. After discussion Board to add to accept at September meeting.

Roadmaster Herr said he has been told it will at least two weeks until line painting is done.

No discussion regarding the dedication of sewer line at 31 Carrolls Tract Road on hold until next meeting.

Chairman Deardorff would like to attend the PSATS Fall Forum to be held at Liberty Mountain Resort. Supervisor Dille said the cost is \$75 per person. To be added to next meeting agenda.

Secretary Garretson said 435 Mt. Hope Road is asking for an additional extension for septic pumping and inspection. Board discussed and said no further extension to be granted.

Supervisor Dille asked that fee schedules be reviewed and updated. Secretary Garretson reported she has checked what other Townships have done and found language which the Township can use to help recover costs.

Roadmaster Herr presented quote from Ketterman Electric for \$495 for outside lights at 4020 Shop. Supervisor Martin will look into this further for the LED lights with photo eye. To be added to September agenda.

Roadmaster Herr presented a preliminary quote for the bridge culvert work on Mt Hope Road for \$52,550. He said this was inclusive of all cost. Township Engineer would still have to apply for DEP permits and property owners would need to be contacted. Supervisor Dille said that the road should be improved while doing this project. Chairman Deardorff said this will need to be discussed with 2020 budget. He said a meeting at the site should be done.

Supervisor Martin stated he was approached by someone from the gas company about installing natural gas. Supervisor Dille said she likes natural gas but the Township just invested in new tanks. Chairman Deardorff questioned the cost of converting everything over, and to recoup cost would take many years.

Roadmaster Herr reported that Bullfrog Road will be shut down for a bridge repair beginning September 3rd for 3-4 weeks. It is an Adams County bridge but no one has information or has contacted the Township to advise. County Commissioners Office had no further information.

Roadmaster Herr reported that Liberty Township contacted and asked if Hamiltonban Township would do berm work for them. Chairman Deardorff said the Township could help but would bill at the normal rate. Supervisor Dille said should be done as a good neighbor and should be in writing. Roadmaster Herr said it would take two drivers and the equipment, two days. Chairman Deardorff said to add to September meeting.

Chairman Deardorff announced the Board would go into Executive Session for legal and personnel matters.

At 7:56 PM Vice-Chairman Woerner motioned to adjourn, seconded by Supervisor Martin, the Board of Supervisors unanimously approved.

The next Board of Supervisors Budget Workshop meeting is September 3, 2019 at 6:00 PM followed by Regular Monthly Board meeting at the local prevailing time of 7:00 PM.

Nina Garretson, Secretary/Treasurer

J. Edward Deardorff, Chairman

Executive Session began at 7:57 PM for legal and personnel matters, and ended at 8:25 PM.