

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

December 1, 2015

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. It was noted that 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 Present: Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., and Deputy EMA Coordinator Richard (Sam) Ginn.

Public Present: Mary Kirby; Eugene Starbuck; and John Messeder of the *Gettysburg Times*.

Approval of Agenda: The Board unanimously approved the Agenda.

Public Comment: None.

Approval of Minutes: Supervisor Dille motioned to approve the minutes of the November 4, 2015 Board of Supervisors Meeting and the November 19, 2015 Board of Supervisors Workshop. Vice-chairman Woerner seconded. The motion carried unanimously. There was an Executive Session after the November 19th Workshop to discuss a personnel matter.

Solicitor's Report: Solicitor Battersby stated that prior to the meeting he reviewed the proposed Ordinance 2015-05 and Resolution 2015-21 and advised the Board that they are acceptable and ready for adoption. Vice-chairman Woerner motioned to accept the Solicitor's Report. Supervisor Deardorff seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:03 PM.

Old/New Business: Supervisor Deardorff motioned to adopt Ordinance 2015-05: Local Unit Government Debt Act Statement for the Pennsylvania Infrastructure Bank (PIB) Loan, as of November 4, 2015, Nunc Pro Tunc. Vice-chairman Woerner seconded. The motion carried unanimously. This motion corrects the erroneous November 4th motion that approved to advertise for adoption Ordinance 2015-05 rather than adopt the Ordinance. This Ordinance supports the \$200,000 PIB loan application for the Reeds Bridge Replacement project.

Vice-chairman Woerner motioned to approve the Contract Change Order from Shiloh Paving and Excavating, Inc to extend the contract time for the Reeds Bridge Replacement Project from sixty days to one-hundred and three days. Supervisor Deardorff seconded. The motion carried unanimously. The final completion date is January 3, 2016. The cost of this project does not change as a result of this change order.

Vice-chairman Woerner motioned to adopt Resolution 2015-20: A Resolution Adopting the 2016 Hamiltonban Township Budgets with the Real Estate Tax Rate Mills of 1.2359 and a Fire Services Tax Rate Mills of .25, along with the Capital Improvements Plan. Supervisor Dille seconded. The motion carried unanimously. There was no change in the millage from 2015.

Vice-chairman Woerner motioned to approve Resolution 2015-21: Authorizing support for the Iron Springs Plaza Project and submission of an application for a Multi-Modal Transportation Fund Grant in the amount of \$1.0 million from PennDOT. Supervisor Dille seconded. The motion carried unanimously. Grant funds received from this second grant application will be used for infrastructure improvements associated with the project.

Treasurer's Report and Formal Approval of all Expenditures for the Month:

Secretary/Treasurer Feiler submitted her report prior to the meeting along with the November 2015 Check Detail report. The Board reviewed the November financial statements. Vice-chairman Woerner motioned to accept the Treasurer's Report and approve all the expenditures for the month of November. Supervisor Dille seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her report along with the December calendar prior to the meeting. She added that she contacted Met-Ed about installing a street light in the Village of Orrtanna, and that she is awaiting a proposal from Stafford Flags to erect a flag pole at the office. A quote from TriState Barn Builders was received and reviewed for a new roof at the Township Office. The Board also discussed the draft Township Newsletter/Budget Message submitted by Secretary/Treasurer Feiler. Supervisor Dille motioned to accept the Secretary's Report. Supervisor Deardorff seconded. The motion carried unanimously.

Road/Sewer Report: Roadmaster Harbaugh submitted his Road Report prior to the meeting. Road Coordinator Deardorff mentioned that the road crew will soon be working on Mount Hope Road to correct a water run-off problem. Roadmaster Harbaugh stated that he contacted Lobar Associates Construction to alert them to the fact that the roof at the maintenance facility still is leaking after they were contracted to make the necessary repairs. It was also noted that a representative from Met-Ed was by to perform an energy audit at the maintenance facility and office. Vice-chairman Woerner motioned to accept the Road Report. Supervisor Deardorff seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his Sewer Report prior to the meeting. He added that he has been assisting EK Services and Pennsylvania American Water Company with respect to the new pumping station. Vice-chairman Woerner motioned to accept the Sewer Report. Supervisor Deardorff seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission minutes for the November meeting were distributed to the Board prior to the meeting. Vice-chairman Woerner motioned to accept with regret Bill Shriner's resignation from the Commission effective December 31, 2015. Supervisor Dille seconded. The motion carried unanimously.

Parks and Recreation Commission Report (PRC): Draft PRC minutes for the November meeting were distributed to the Board prior to the meeting. Chairman Gordon asked the Board if they were ready to take the question of creating a joint commission with the Borough of Fairfield off the table. Hearing no response he then summarized the Joint Recreation Plan between Hamiltonban Township and the Borough of Fairfield that was adopted in 2008.

EMA Report: There were no calls for the month of November. Deputy EMA Coordinator Ginn thanked Don Wills for all his years of service as EMA Coordinator. Mr. Wills is retiring at the end of the year. A plaque commemorating his service will be presented by the Board to Mr. Wills.

Fire Company Reports: Chairman Gordon went over the November activity reports that were submitted by Cashtown Community Fire Department. Cashtown responded to four calls in the Township.

Zoning Officer's and Code Enforcement Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of November prior to the meeting. Three Building Permits were issued: 2400 Mount Hope Road, 2179A Mount Hope Road, and 1455 Old Waynesboro Road.

Mr. Tim McCauslin submitted his formal report for month of November prior to the meeting. He responded to two trash nuisances: Iron Springs Road and Carrolls Tract Road. Vice-chairman Woerner motioned to accept the Zoning Officer's and Code Enforcement Officer's report. Supervisor Deardorff seconded. The motion carried unanimously.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): At the November COG meeting, representatives from Met-Ed spoke of Act 129 rebates that are available to municipalities and energy efficiency incentives. There was no ACATO report.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): No report was given.

Special Notices: None.

Old/New Business: It was noted that six Request for Proposals for a Township Engineer were received and that the proposals will be discussed at the December Workshop.

With regard to the Fairfield Area School District's request for help with traffic control, Chairman Gordon asked the Board if he should invite Andrew Merkel and Chris Caba of the Adams County Office of Planning and Development to an upcoming Board Workshop to discuss pursuing a road safety audit on Route 116 from Bullfrog Road to Route 16. The Board liked this idea.

The COG sent out a letter to all municipalities stating that the County Commissioners have budgeted \$12,000 to support the Adams County Rescue Mission recycling program if another \$12,000 can be raised by the municipalities in Adams County. The Township has budgeted \$100 to be donated to the Rescue Mission but is willing to commit \$500 provided other municipalities donate the funds needed for this cause.

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*. Notice of cancellations will be posted on the office door.

- Parks and Recreation Commission -December 8, 2015.
- Planning Commission - December 15, 2015.
- Board of Supervisors Workshop - December 17, 2015.
- Board of Supervisors - January 4, 2016.
- Elected Auditors - January 5, 2016.

Adjournment: At 7:48 PM, Vice-chairman Woerner motioned to adjourn the meeting. Supervisor Reamer seconded. The motion carried unanimously.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman