

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
**Board of Supervisors Workshop**  
February 22, 2018

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, Robert L. Gordon, David B. Martin, LuAnn M. Dille, and Douglas Woerner.

**Staff Present:** Secretary/Treasurer Nina Garretson and Pam Wiehagen, Tax Collector.

**Public Present:** Chief Richard Hileman, Manager Dave Hazlett and Mayor Ron Harris from Carroll Valley Borough, John Harbaugh, Cliff Frost, Coleen Reamer, Chuck Christianson for Friends of Toms Creek, and John Messeder of the *Gettysburg Times*.

**Public Comment:** John Harbaugh, 25 Mountain Lane asked the Board for permission for him to erect a fence at his property and stated he needs more time to clean up the property. He said the Code Enforcement Officer is informed of the ongoing progress. He is dealing with financial issues and insurance. Chairman Deardorff said the Board will take under consideration. Mr. Harbaugh left the meeting at 7:05 PM.

**Township Business:** The following Township business was discussed:

Chairman Deardorff stated Superintendent Karen Kugler, of Fairfield School District, had attended the Board's previous meeting and asked about security at the new school track. Supervisor Gordon said he spoke with her and what was being asked to consider was the possibility of fencing with turn style entrance, and policing in the evenings and weekends. Chief Hileman said Carroll Valley is open to discussion. Since Superintendent Kugler was unable to attend tonight's meeting. It was suggested another meeting at 6:00 pm on March 6<sup>th</sup>. As soon as a response from the Superintendent is received, this meeting will be advertised. Hileman, Hazlett and Harris left the meeting at 7:15 PM.

The Board also continued discussion on the pedestrian crossing sign requested by the School District. It was suggested that the Solicitor advise on the liability since PennDOT is stating this would be the Township's responsibility.

Chairman Deardorff said the road crew does not want to use the extra cell phone. The Board instructed the Secretary to cancel the service but will retain the phone in case one would be damaged it could quickly be switched out.

Road Department updates include: flagger training registered for at PSATS at a cost of \$50-75 per participant. Eyler, Oyler and Fitzgerald will be sent to the York event on March 28<sup>th</sup>. The Tiger mower has been delivered, and tractor is being repaired and will be returned shortly.

Chairman Deardorff said there are problems with Shaffer Lane which keeps washing out onto the Mt. Hope roadway. Supervisor Gordon asked whether the Code Enforcement Officer should

issued a violation as part of the Nuisance Ordinance. After further discussion the Board decided to send letters to the property owners asking for the corrections needed to fix these issues.

It was reported that Zone 2 signs have been ordered, received and installed on Zoo Road, Gum Springs Road and the BB Section. A few more signs will be needed to complete Beechwood.

Supervisor Martin reported that quotes were received from Glessner for the camera updates and key fob installation. The Board suggested that the camera's need to be addressed asap, and two additional quotes will be necessary. Due to cost the key fob may be postponed.

Chairman Deardorff said the only Snow Emergency Route is in the Village of Orrtanna. He would like the Board to consider designating Beechwood to include township section of Franklin Street, and the BB Section. A new Ordinance will be needed, as well as signage. He also updated on products from New Enterprise and SGI and said the bids will be done separately for items.

Chairman Deardorff said the Road Department is currently working on inventory, and will provide serial numbers so that insurance can be brought up to date. He said NAPA currently has impact wrenches and sawzall on sale which would cost \$600-\$700. The Board instructed to purchase and report back. The Roadmaster is also compiling an order for work uniforms for the department.

Chairman Deardorff stated the Township needs to have a maintenance contract for the heating units at the township office and 4020 shop. The township office is under warranty but should have regular annual cleaning. Cost estimates to be obtained. Secretary also advised that the lighting on the sign at the Township office needs to be repaired, which the Road master is working on.

Secretary Garretson said the Municipal Authority has requested the funds be shifted in the sewer accounts to earn more interest. She said that both F&M Trust and ACNB Bank are both paying the same rate. The Board instructed her to let these funds where they currently are. She reported credit card fees being imposed by vendors, and that the rebate on the PCards does not justify using. The Board instructed to cut checks to vendors when fees would be imposed.

Supervisor Dille said the cleaning of the 4020 shop and township office should be advertised.

Supervisor Martin asked why the Township did not have control of the Face Book page. He said he had heard from residents who asked questions but had no response. The Board suggested that the Face Book be a Hamiltonban Community Park page and that the Township be removed. This to be added to the March agenda. Also, the Board will add the MOU and Agreement from Adams County for the website to the March agenda for approval. The Secretary reported that Century Link informed her that additional internet line would be needed for Wi-Fi at the Township Office. She stated she will contact another representative to get clarification of this, as we should be able to utilize our current line.

Supervisor Gordon asked the Board if they wanted to consider a photo opportunity for the Anniversary of the PA Township News for submission. No interest at this time.

Adams Electric has informed the Township that a streetlight at Carrolls Tract and Orrtanna will need to be added to the Township bill or be removed. The Board will approve the cost of \$14.00 per month and keep this safety light.

A motion to approve the Hamiltonban Community Park rules and Pavilion Rental fees will be added to March agenda. These fees will need to be added to the Fee Schedule.

Supervisor Dille said she would represent the Township at the Retreat from Gettysburg Tourism Corridor Exploratory Meeting. The Board agreed to have her represent the township and report back.

Discussion on 1410 Knoxlyn Road - Stormwater plans from William F. Hill Engineers. Since most of the property is in Hamiltonban but the proposed building will be in Highland Township the Board felt that it be best to let the Highland engineer review, and that our engineer would also review. A recommendation by the Planning Commission will be taken.

Tax Collector Pam Wiehagen asked the Board to approve and appoint Natalie Williams as Deputy Tax Collector. This will be added to the March agenda.

At 8:37 PM Chairman Deardorff announced the Board would go into executive session for a legal matter with Code Enforcement issues.

At 9:16 PM Chairman Deardorff motioned to adjourn, seconded by Supervisor Dille, the Board of Supervisors unanimously approved to adjourn the workshop.

The next Board of Supervisors meeting is March 6, 2018 at the local prevailing time of 7:00 PM.

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Nina Garretson, Secretary/Treasurer

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J. Edward Deardorff, Chairman