

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Monthly Meeting Minutes
July 1, 2008

Supervisors Present: Chairman Robert L. Gordon, Vice-chairman James E. Grinder, Police Coordinator Coleen N. Reamer, Supervisor James E. Benner, and Supervisor Dale J. Premo

Planning Commission Member Present: Doreen Premo

Staff: Solicitor Matthew Battersby, Police Officer Juanita Larmer, Zoning Officer Milton Nicks, Secretary/Treasurer LuAnn Dille, EMA Coordinator Donald Wills, Jr., EMA Deputy Coordinator Larry Schneider, and Road Master John Harbaugh

Public: Charles Berger, David Donaldson, Larry Fowler, Jeffrey Hardman, Fairfield Fire Chief William Jacobs, Fountaindale Fire Chief David Martin, Carroll Martin, Robert Neale, Barbara Nicks, Brenda Rigby, Harry Rood, Jeff and Karen Rudisill, several members of the Fairfield and Fountiandale Volunteer Fire Departments, Steve Morris from the Evening Sun and Rick Fulton from the Gettysburg Times

At 7:35 PM Chairman Gordon called the meeting to order and welcomed the public to the meeting.

There were Executive Sessions on June 18, 19 and 24 regarding hiring a road crew employee.

Approval of the Minutes

Supervisor Benner made a motion to approve the June 3, 2008 regular Board of Supervisors Meeting Minutes, the June 26, 2008 Board of Supervisors Workshop Meeting Minutes, and the Joint Board of Supervisors and Planning Commission Meeting Minutes with Amy Harbaugh making minor typographical corrections, seconded by Vice-chairman Grinder. Mrs. Rigby stated that she does not believe she said she would share the cost of a privacy fence at Towne Center. Mrs. Rigby stated that she contacted Mr. Sites not Shipley. The Board unanimously approved this motion.

Public Comment

Mr. Hardman explained his daughter's automobile accident with a downed tree across the roadway just above 1888 Cold Spring Road, Fairfield about two months ago. He believes the Township should have taken more action to remove a tree that was 26.5 feet from the center of the road. Chairman Gordon stated this is a private issue between Mr. Hardman and the property owner Barry Fitz. The Township has 16.5 foot right-a-way from the center of the roadway. Mr. Hardman also commented on the poor condition of Cold Springs Road near his house.

Carroll Martin inquired about the Township's plan of action for Old Waynesboro Road. He stated that he has heard a lot of things, but wanted to hear the Township's plan. Chairman Gordon explained that the asphalt bids will be opened later tonight. The Township is planning on asphaltting/repaving from the end of last year's project to Tunnel Lane, depending on cost. The Township will not be repaving to any of the entrances of

ISP Mineral, Inc. Chairman Gordon stated that the Township is paying more for less footage of asphalt. He stated last year's projects were sections of Old Waynesboro Road, Bullfrog Road, FEMA/PEMA section of Cold Springs Road, lower Cold Springs Road, Mount Carmel Road, and Newman Road.

Mrs. Rigby stated that Mr. Sites called her home once about the problems at Towne Center. Mr. Sites and Rigby's have scheduled a meeting on July 10, 2008 to discuss the problems the Rigby's are having with the Towne Center. Mr. Sites was unaware of their desire to have a privacy/sound barrier. Nothing has been done about the lights shining into their yard. "No Loitering" signs have not been installed. The Rigby's are not willing at this time to contribute to the cost of a privacy/sound barrier, notwithstanding their earlier offer to do so.

Fairfield Fire Chief Jacobs representing Fairfield and Fountaindale Volunteer Fire Companies stated that the area fire companies would like all municipalities to adopt and enforce the fire code standards. The Fairfield Volunteer Fire Company created an easier to follow document, but the information is from the Uniform Construction Code (UCC). Chairman Gordon read a portion of the Hamiltonban Township's Subdivision and Land Development Ordinances, Section 600.11 which includes adoption of the fire code standards as a part of plan review. Fairfield Fire Chief Jacobs would like to insure that the engineers and code officials also enforce this ordinance. Fairfield Fire Chief Jacobs requested that the Township hand out copies of the fire code standards to potential subdividers. Also Land and Sea, LLC could help enforce the UCC fire code standards. Mr. Hardman suggested newspaper articles to inform the public.

A critical issue for all emergency services in all jurisdictions is identification of dwellings especially when private roadways divide. Fairfield Fire Chief Jacobs believes reflective signage should be in place before the final Use and Occupancy Permit is issued. Zoning Officer Nicks, EMA Coordinator Wills and EMA Deputy Coordinator Schneider have created a classification list of private roads and dwellings in Hamiltonban Township. The Township has just recently adopted a new ordinance for private roads and for bridge standards.

The Fairfield Volunteer Fire Company is in the process of purchasing a special unit similar to Fountaindale Volunteer Fire Company's special unit. The Fairfield unit is schedule for delivery in August at a cost of \$122,000, not equipped. The Company has received \$69,500 in grants and actual funding to date for this unit. This vehicle could be used for medical assist/brush truck/special unit. This unit could be used for emergencies on narrow private roadways/driveways where the regular emergency units do not have access. In 2007 Fairfield Volunteer Fire and EMS Company had the following calls: 141 service calls, 180 ambulance calls, and 33 Fire and Rescue calls.

Fairfield Fire Chief Jacobs thanked Hamiltonban Township for supporting the company with an annual donation. The Fairfield Fire and EMS Company services six municipalities. The municipalities' contributions are 4% of the total funding for the normal operation of the company. Usually the annual solicitation return rate from the public is around 17 percent. In August there will a special family picture event as the annual solicitation incentive. Hopefully the return will be greater.

Fairfield and Fountaindale Volunteer Fire Companies would like Hamiltonban Township to inform the residents that they are not tax based companies but volunteer companies. Fairfield EMS does have paid daytime EMS coverage seven days a week.

To have 24/7 coverage requires six full time employees. Without volunteers fire and EMS companies the Townships would be responsible to supply all emergency services. The Township could impose a special EMS tax to fund emergency services. Neighboring Maryland does have a small retirement pension plan for volunteers that do help to improve volunteer support on calls. Volunteers are always needed, and there are many opportunities for volunteers other than just fighting fires and answering ambulance calls. Bingo is the major fundraising activity for the Fairfield Volunteer Fire and EMS Company with a list of 70 volunteers for Bingo. The Fairfield Volunteer Fire and EMS Company need someone to commit to writing a periodic newsletter. Currently the Fairfield and South Mountain Volunteer Fire Companies are restructuring some of the call boxes.

Fountaindale Fire Chief Martin stressed the importance of enforcing the fire code standards. Fountaindale Fire Chief Martin requested that property owners install reflective numbering on each side of their mailboxes, at their private driveways off private roads and especially on all dwellings. Fountaindale Fire Chief Martin supports Fairfield's Volunteer Fire Company's need for a special unit. When needed, Fountaindale's special unit has and will continue to support Fairfield Volunteer Fire and EMS Company.

Chief Jacobs would like the area Planning Commissions to follow-up with the fire company's reviews and comments. The Uniform Construction Code inspectors would also enforce the fire code standards as the standards are a part of the adopted UCC. It was suggested to have the newspapers write articles about the volunteer fire companies and stress that the companies are volunteer organizations and supported by donations not taxation.

Planning Commission

Chairman Gordon made a motion to give final approval to the Donaldson Fruit Farm Subdivision off Cold Springs Road, Fairfield with the following two conditions that their engineer establishes bonding for the private road and that the Township receives Martin and Martin, Inc.'s written formal review confirming that all prior issues have been resolved, seconded by Supervisor Premo. The Board approved this motion with Supervisor Benner abstaining as his wife is a partner in the Donaldson Fruit Farm.

Vice-chairman Grinder made a motion to consider Liberty Worship Center's Land Development Plan as a preliminary/final plan, seconded by Supervisor Benner. The Board unanimously approved this motion.

Solicitor Battersby stated that the Fairfield Market Land Development Plan can not be considered a complete plan submission until the Fairfield Municipal Authority has sewer capacity and an escrow account has been established with the Township. Vice-chairman Grinder, therefore, made a motion that Hamiltonban Township not recognize the Fairfield Market Land Development Plan as being a complete submission and will not consider the plan complete until the Fairfield Municipal Authority has given written approval for sewer capacity for the project, seconded by Supervisor Premo. The Board unanimously approved this motion. Police Coordinator Reamer made a motion that Solicitor Battersby corresponds with Fairfield Market applicant to notify the applicant of the above motion, seconded by Chairman Gordon. The Board unanimously approved this motion.

Solicitor's Report

Solicitor Battersby stated that the holding tank ordinance draft follows the DEP standards. The Township's Sewer Enforcement Officer Gil Picarelli believes following the DEP standards is the best way to regulate holding tanks. The Board will review the draft.

Solicitor Battersby has drafted a police impound ordinance. There was a discussion about limiting the Township's liability by having the tow company responsible for the impounded vehicles. If the Hamiltonban Township's Police Department needs to temporarily hold a vehicle there are provisions for that. Currently the Township has an impound yard and in the new facility a vehicle could be impounded in a garage bay. Past Township's Secretary/Treasurer Barbara Nicks asked if the approximately 10 year old impounds have been removed? Police Coordinator Reamer stated that they had. Police Coordinator Reamer made a motion to have Solicitor Battersby advertise for adoption of the police impound ordinance, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Chairman Gordon made a motion to direct Solicitor Battersby correspond with Middle Department Inspection Agency (MDIA) to resolve the outstanding Uniform Construction Code inspections, seconded by Police Coordinator Reamer. The Board unanimously approved this motion. The Township terminated MDIA's contract on March 31, 2007 because of these previous performance problems.

Zoning Officer's Report

Zoning Officer Nicks gave the following June 2008 Zoning Officer's Report. He issued eight permits. One permit each for a hay barn, a storage building, a greenhouse, a demolition permit, a geothermal well permit, a Use and Occupancy Permit, and two sheds. He attended three meetings: the public Board of Supervisors meeting and the Planning Commission meeting plus a meeting with a resident on Carrolls Tract Road, Fairfield.

Zoning Officer Nicks completed six inspections at various locations within the Township as a follow-up on complaints and violations. He finished his sign ordinance update. A resident in Orrtanna has five geothermal enclosed wells for their heating and cooling system. Zoning Officer Nicks could also enforce the fire code standards after Planning Commission and the Board of Supervisors approve subdivision and land development plans, as well as the road master.

Zoning Officer Nicks worked 29.5 hours, traveled 120 miles, had 30 telephone calls, and long distance telephone charges of \$12.49. Supervisor Premo made a motion to approve the June 2008 Zoning Officer's Report, seconded by Supervisor Benner. The Board unanimously approved this motion.

Treasurer's Report

The Township has received an additional \$2,679.35 FEMA/PEMA reimbursement. Police Coordinator Reamer made a motion to approve the June 2008 Treasurer's Report, seconded by Supervisor Benner. The Board unanimously approved this motion.

July 2008

General Account	Income	Expenses	Transfers	Balances
ACNB Checking	\$54,367.45	\$48,341.59	\$10,000	\$ 10,694.91
ACNB Savings	4.01			20,957.69
PLGIT	207.73		10,000	137,061.21
PLGIT CD				98,000.00
PLGIT CD #2				98,000.00
PLGIT CD # FEMA				<u>98,000.00</u>
Total Current Assets				\$462,713.81
Sewer Account				
ACNB Checking	\$13,106.77	\$1,699.76	\$11,000	\$ 682.38
ACNB Savings	1.19			6,219.81
PLGIT	11.05		11,000	<u>14,126.06</u>
Total Current Assets				\$ 21,028.25
State Liquid Fuels				
PLGIT Emergency	\$ 9.48			\$ 5,308.01
PLGIT Checking	696.38			22,579.93
PLGIT Term				<u>112,108.05</u>
Total Current Assets				\$139,995.99
Rain Storm/FEMA/PEMA	Zero Balance			

Approval of the Expenditures

Supervisor Benner made a motion to approve the Township's donating the budgeted amount of \$300 to the Adams County Transit Authority. He then amended his motion to include budgeted donations of \$500 to the Adams County SPCA, \$500 to the Adams County Office for the Aging and \$300 to the Adams County Transit Authority, seconded by Vice-chairman Grinder. The Board unanimously approved this motion. Vice-chairman Grinder made a motion to approve the June 2008 Expenditures, seconded by Supervisor Benner. The Board unanimously approved this motion.

Secretary's Report

Secretary/Treasurer Dille was pleased to report that Harry Rood designed a wonderful new website as a result of the Board of Supervisors approval of a new web space company at the Board's last meeting. Mr. Rood explained that you can access the website by the new address: www.hamiltonban.com. He has created a link to the old website so that the web-site can be accessed by the old address: www.hamiltonban.org. Martin and Martin, Inc. has e-mailed maps and text to be include on the new website. Adams County Mapping also has supplied several excellent PDF maps for parcels and roads. Supervisor Premo has created many PDF forms and permits. The website is now very user friendly. Supervisor Premo and Mr. Rood will continue to improve and update the website. Supervisor Benner made a motion to approve the June 2008 Secretary's Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Police Report

Officer Larmer gave the following June 2008 Police Report. She had 53 service calls, one arrest, four investigations, five traffic arrests, issued 11 warnings and made five

criminal arrests. She traveled 1,123 miles, used 98.5 gallons of fuel for 11.41 miles per gallon of fuel. Officer Larmer thanked Supervisor Premo for being the acting police coordinator when Police Coordinator Reamer was on vacation. Officer Larmer took the Vascar units to York for calibration. Police Secretary Mattingly was sick and worked at her home the last two weeks. Carroll Valley Police Department has requested an inter-municipal police agreement with Hamiltonban Township. Vice-chairman Grinder stated the Township recently signed an inter-municipal agreement with Liberty Township's Police Department for the Fairfield Area School District only. The agreement with the Carroll Valley Police Department does not have any limitations. The Board of Supervisors will review the Carroll Valley Police Department's inter-municipal agreement until next months meeting. Vice-chairman Grinder made a motion to approve the June 2008 Police Report, seconded by Supervisor Premo. The Board unanimously approved this motion.

EMA Report

Hamiltonban Township's and Freedom Township's EMA Coordinator Wills reported that the Civil War Re-enactment in Freedom Township on June 28 and 29, 2008 was successful, safe and very professionally planned. The event was well attended. He enjoyed working with the organizers. Hamiltonban Township's EMA Deputy Schneider and EMS Coordinator Wills are continuing to update their training as required. Vice-chairman Grinder and Supervisor Premo will need to complete the 700 NIMS course and maybe the ICS 100 course. Supervisor Premo made a motion to approve the June 2008 EMA Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Road Report

The three submitted asphalt bids were opened. Fayetteville bid total was \$154,483.30, Valley Quarries bid total was \$139,852.00 and C. E. Williams bid total was \$139,230.00. Supervisor Benner made a motion to award the bid to the lowest bidder C. E. William, seconded by Supervisor Premo. The Board unanimously approved this motion.

Supervisor Benner made a motion to hire Jason Kuykendall as a full time employee at \$11.50 per hourly rate with benefits for himself only and with the condition that he obtains a CDL A license within 90 days from July 7, 2008, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Vice-chairman Grinder made a motion to hire Grover Beasley, who currently holds a CDL A license, on a part-time, on-call basis with no benefits at \$10.00 per hourly rate, seconded by Supervisor Benner. The Board unanimously approved this motion.

Chairman Gordon stated that there were 22 applicants and out of these, the Board of Supervisors conducted five interviews.

Road Master Harbaugh gave the following June 2008 Road Report.

1. The two old snowblades were sold for \$300 to Hamner's, which is \$60 more than the scrap metal price.
2. The impound yard was cleaned out of saplings and Road Master Harbaugh started to spread donated aggregate for a base.
3. The Township purchased five new regulation vests.

4. He placed a clothing order of \$178.87 for shirts for Jason Kuykendall and himself.
5. The Road Crew has started to trim corners to improve visibility and limbs that are blocking signs.
6. The Road Crew repaired shoulders at certain locations along Cold Springs, Bullfrog and Mount Hope Roads.
7. He measured lower Cold Springs Road and gathered the information needed to add lower Cold Springs Road to the asphalt bid.
8. Cold patching was completed on Old Waynesboro Road, Gum Springs Road, Cold Springs Road, lower Cold Springs Road, and Sour Mash Trail.
9. Cold patching stills needs to be completed on Hickory Bridge Road, Orrtanna Road, and Baker Road.
10. The following parts were replaced on the tractor/mower: the primer, toggle switch and the voltage regulator. The petcock valve was removed, the screen cleaned and reinstalled.
11. David Mickley is mowing the road shoulders in the South Mountain area.
12. The Ferrellgas company has installed their propane tank at the shop as they were the lowest 2008-2009 bidder for propane. Little's Gas has removed their tank and given the Township a credit for the propane in their tank.
13. He had an appointment with Jason Kuykendall. Mr. Kuykendall demonstrated that he could operate a Bobcat and backhoe.
14. Mr. Kuykendall could start working for the Township on July 7, 2008.
15. Grover Beasley is willing to be a working part-time employee, and he is available to start working immediately.
16. Road Master Harbaugh has obtained prices for four used F-350 rims for \$500, and two rims for \$50 for the 2000 Ford cruiser.
17. The Road Crew will be starting to trim around signs and delineators.
18. Road Master Harbaugh is checking on Old Waynesboro Road regularly.
19. Road Master Harbaugh obtained two informal bids for milling two feet for approximately 3,000 feet on each side of Old Waynesboro Road.

July Road Work Project will be:

1. to continue trimming around signs and delineators
2. clean out the ditches above Whippoorwill Lane and re-establish the ditches to keep stormwater in the ditches
3. trim brushes and limbs blocking signs and improve visibility around curves
4. some ditch work needs to be completed on various road shoulders
5. evaluate the roads that may need to be seal coated or tar and chipped.

Chairman Gordon made a motion to approve the purchase of Bobcat discharge broom replacement brushes for \$356, the lowest estimate, seconded by Supervisor Premo. The Board unanimously approved this motion.

Vice-chairman Grinder made a motion to obtain bids for the milling/excavation of Old Waynesboro Road, Fairfield, seconded by Supervisor Benner. The Board unanimously approved this motion.

Supervisor Premo made a motion to approve the June 2008 Road Master's Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Sewer Report

Road Master Harbaugh stated that Columbia Gas Company was finished with the valve near the Orrtanna Treatment Plant. They have re-installed the Orrtanna Treatment Plant's chain link fence, seeded and placed straw on the disturbed areas. They also brush hogged the outer perimeter of the fence. Road Master Harbaugh has used the Bobcat to level the remaining area so that it can be easily maintained. He was started to cut the vines and trees from the remaining fence areas. Chris Keller, a local farmer, is harvesting the hay off the spray field. Supervisor Premo made a motion to approve the June 2008 Sewer Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Old Business None at this time.

New Business

Chairman Gordon made a motion to retain Trans Associates as the Hamiltonban Township's Traffic Study Consultants with no retainer fee, on an as needed basis, seconded by Supervisor Premo. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion that the Township intends to renew the current solid waste contract with IESI for one year, seconded by Supervisor Benner. The Board unanimously approved this motion.

Meeting Dates

Next regular Hamiltonban Township Recreation and Park Commission meeting will be July 9, 2008, prevailing time 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA 17320

Joint Board of Supervisors and Planning Commission meeting will be July 15, 2008, starting at 7:00 PM to continue discussing updates to the sign ordinance

Next regular Planning Commission meeting will be July 22, 2008, at the prevailing time of 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA 17320

Next regular scheduled Supervisors Workshop July 31, 2008, at the prevailing time of 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17230

Next regular Board of Supervisors Meeting will be August 5, 2008, at the prevailing time of 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17320

Adjournment

At 10:21 PM Supervisor Benner made a motion to adjourn the meeting, seconded by Supervisor Premo. The Board unanimously approved this motion.

Secretary/Treasurer
LuAnn M. Dille

Chairman
Robert L. Gordon