

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
**Board of Supervisors Workshop**  
September 28, 2017

At 7:00 PM Chairman Gordon 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 Robert L. Gordon, Coleen N. Reamer, LuAnn M. Dille, J. Edward Deardorff, and Douglas Woerner.

**Staff Present:** Township Secretary Nina Garretson and Township Roadmaster Ray Herr.

**Public Present:** JR Crushong, Chris Santay, Supervisors of Franklin Township, Jeffrey Black, Roadmaster for Franklin Township, Gil Picarelli of KPI Technology, John Newell of Newell, Tereska and Mackay Engineering and John Messeder of the *Gettysburg Times*, Sherry and Cliff Frost.

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

Discussion began with the Hickory Bridge Road Bridge Project which Gil Picarelli of KPI Technology presenting the new specs and bid documents. John Newell, bridge Engineer informed everyone that the bridge would be a width of 19'6" in the new bid, using same deck, same beam spacing, new guard rail, and new beams. There would be no weight restrictions on the bridge after the renovations. The State dictates legal loads on all bridges across the State and CDL drivers are to know their legal load limit for the State. He presented PennDOT pub. 194 and other paperwork to the Supervisors supporting this, and stated that after renovations if someone crosses that does not comply with the weight restrictions and something occurs it is the Engineer's liability.

John did state that besides the current weight restrictions there should also be immediate width restrictions on the bridge. The upstream side will need to have barricades in place to narrow until repairs are made.

Gil Picarelli suggested that the bids go to Penn Bid. He said there is no cost to the Townships but the contract awarded would pay a fee. Both Hamiltonban and Franklin Township Supervisors agreed that it should also be bid traditionally with newspaper ads. Both Board of Supervisors will vote at their respective meetings the first week in October. Supervisor Deardorff suggested that bids be opened as soon as possible. John Newell suggested to give the contractor as much flexibility as possible, six months start the project, but once started they would have 45 to 60 days to complete project. The estimated cost is \$86,900. Penalties for not completing in timeframe would be included. Supervisor Santay suggested that the contractor schedule be part of the bid specs.

Franklin Township Supervisors JR Crushong, Chris Santay; Jeffrey Black, Roadmaster for Franklin Township; Gil Picarelli of KPI Technology; and John Newell of Newell, Tereska and Mackay Engineering left the meeting at 7:25 pm.

Roadmaster Herr said the new truck delivered to US Municipal. Ray will be inspecting on Tuesday and will take possession at that time and insurance to be issued. Work at

Beechwood has been completed. New gate installed at the 4020 shop and will be paid from the Construction Fund. Roadmaster Herr asked if the medical release for Road crew Eyler is needed for full duty. Supervisors are asking for a doctors release for full duty. Secretary Garretson reported she has arranged physicals for road crew Eyler and Stevens as requested by the Supervisors.

Chairman Gordon reported on the issues with 10 Scotch Trail who requested to park on the property at a cul de sac. Supervisor Deardorff asked if multiple driveway permits were issued. Roadmaster Herr said the road is being deteriorated in this area and that Miller is using the neighbors driver. Supervisor Reamer stated that they would need a driveway agreement, and said that Zoning Officer and Conservation District are only dealing with soil and fill concerns, as a permit was issued for the building, no stormwater at that time. There may be current stormwater question which the Zoning Officer will address. Supervisor Dille will check the parcel files for driveway permits and/or agreements.

Secretary Garretson reported she checked with various vendors regarding cameras at the 4020 shop. Two vendors declined and one asked for a consultation fee to evaluate the system. She has ask DB Communications for a proposal for a service contract and estimates for an additional one or two cameras. All cameras are up and functioning

Roadmaster Herr reported the current mower problems, with the bearing housing broke. Supervisor Deardorff said it would cost \$5,000 to repair. The gauges were replaced on the tractor but they have shut down. Since these units must be compliant with each other the Supervisors ask the Roadmaster to obtain cost estimates for a used unit system. The current tractor is 20 years old.

Supervisor Reamer has checked into radios, and make sure they are compatible with other townships. The Township Office will have to have a new base set. The EMA base must remain at the 4020 Shop Office. Roadmaster Herr has checked with other local townships which are using digital. It was suggested that the connection being with Quincy. Supervisor Reamer said the cost will be approximately \$20,000 for mounted mobiles.

Chairman Gordon said the County Engineer reported that Bridge #117 has been inspected and it is okay.

The Board of Supervisors and staff went into Executive Session beginning at 8:09 pm and returned at 8:19 pm regarding a personnel issue.

A Resolution for Smoke Free Community Park has been added to the Tuesday night agenda. Supervisor Reamer reported that the soft opening will be November 18<sup>th</sup> with invitation to be sent and a grand opening will be planned once the trail is open.

Resident Sherry Frost address the Board with her concerns of the lack of public involvement with the Zoning Ordinance which is currently under review. She attended the Joint Board of Supervisors and Planning Commission on Monday, and the Planning Commission meeting on Tuesday. She asked how the draft Zoning Ordinance and Plan works with the South West Comprehensive Plan. The process was explained to her in great detail, and the Supervisors assured her that notifications will be sent to residents, and the appropriate advertising and hearings will be held and that there is plenty of time for public input into the process. The Board advised her to write something up and to present it to the Planning Commission.

Chairman Gordon reminded the Board a Conditional Use Hearing is scheduled for October 3<sup>rd</sup> for Adams Electric. It was noted that the Planning Commission recommends that additional information is needed for these plans. The 1881 Cold Springs Rd - Keefer Subdivision Plan is on the agenda for Tuesday. The Board will adopt the Health Reimbursement Plan as required by the ACA.

Supervisor Dille is working on arranging volunteer to assist with the Census. She suggested the Supervisors consider adding Wi-Fi to the office so that individuals can use their own laptops.

Secretary Garretson said she continues to get calls and paperwork for septic pumping. She also reported that the list of ASA properties has been sent to Planning Commission and the Adams County Planning Commission, and arrangements for the ASA Committee are being made. The hearing will be scheduled when these entities come back with their reviews.

Chairman Gordon said the motion to approve a waiver for the size of lettering on the sign for Mountain and Wilderness Lanes will be on Tuesday's agenda.

Supervisor Reamer said things are moving along with the listing of the Sewer Spray Field for sale. Hamiltonban Municipal Authority may not meet in October but Chairman Morgan will decide.

With the 2018 budget coming up the Secretary/Treasurer Garretson has been compiling figures and estimates. She hopes to have a preliminary for the Supervisors in October. With the discussion of new radios to be added to the Capitol Reserve.

Chairman Gordon recapped the motions on Tuesday's Board meeting agenda which includes Resolution for Tobacco Free Parks; Medical Reimbursement Agreement; distribution of Volunteer Fire Relief funds; Trick or Treat night; Keefer Subdivision, renewal of health insurance for employees; and Hickory Bridge Road Bridge Project. He also gave a recap of upcoming meetings.

At 9:13 PM Vice-Chairman Woerner motioned to adjourn, seconded by Supervisor Dille . The Board of Supervisors unanimously approved to adjourn the workshop.

The Board of Supervisors went into a second Executive Session to discuss more personnel issues. Supervisor Reamer exited the Executive Session three minutes after being called.

The next Board of Supervisors meeting is October 3, 2017 at the local prevailing time of 7:00 PM.

---

Nina Garretson, Secretary/Treasurer

---

Robert L. Gordon, Chairman