

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

December 6, 2022

At 7:00 PM Supervisor Deardorff called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. He announced the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Supervisors Present: J. Edward Deardorff, Coleen Reamer, Robert L. Gordon and Douglas Woerner. David B. Martin absent.

Staff/Consultants: Solicitor Matthew Battersby, Secretary/Treasurer Nina Garretson and Roadmaster Ray Herr.

Public: None

Approval of the Agenda: Vice-Chairman Woerner motioned to add 7e. Employee Health Deduction and approve amended agenda. Supervisor Reamer seconded. The motion carried unanimously.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the November 15, 2022 Board of Supervisors Budget Workshop and Regular Meeting minutes. Supervisor Reamer seconded. The motion carried unanimously.

Public Comment: None.

Solicitor's Report: Solicitor Battersby stated he will follow up on ISP Minerals appeal.

Solicitor Battersby sent letter to My Way Transport regarding the damage done in April to Old Waynesboro Road. The insurance company has not responded so he will file suit with magistrate.

Discussion with Board about sewer support funds and if the Fairfield Municipal Authority has applied. The Board would support the Fairfield Municipal Authority in obtaining grant funds.

Reported the Small Working Zoning Group is working on ordinance amendments regarding cemeteries and will need reviewed by Solicitor.

Supervisor Gordon motioned to approve the Solicitors report. Vice-Chairman Woerner seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:30PM.

Road Report: Roadmaster Herr's submitted his report to the Board prior to the meeting. He said he has plans to meet with Deb Musselman regarding Dirt and Gravel Road application on December 19th.

Roadmaster Herr reported the street light at Carrolls Tract and Fairfield Road will be installed at a cost of \$160.00.

Roadmaster Herr said they will cut additional brush at the bottom of Cold Springs Road.

Chairman Deardorff said consideration should be given to solar lighted signs.

Supervisor Gordon motioned to approve the Roadmasters Report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in the packets for all accounts for November. She reported the General Fund \$1,118,823.61 in income, \$7867,377.85 expenses, and net after transfers \$141,640.98. Vice-Chairman Woerner motioned to approve her report and pay all expenditures for the month. Supervisor Reamer seconded. The motion carried. unanimously.

Secretary Garretson presented new paperwork for Bobcat Skid Steer. Vice-Chairman Woerner motioned to rescind previous motion and approve the purchase for \$49,712.94 with 0% interest for two years on this lease and have Chairman Deardorff sign documents. Supervisors Gordon seconded. The motion carried unanimously.

Discussion of purchase of new Mack Truck. Supervisor Reamer motioned to approve going ahead with loan to lock in interest rates with F&M Trust which was the lowest. Supervisor Gordon seconded. The motion carried unanimously.

Secretary/Treasurer Garretson reported that the Fairfield School District no longer wishes to use the Townships fuel station. She will void their annual invoice, and they will return keys and cards.

Chairman Deardorff motioned to advertise draft 2023 budgets along with special meeting to be held on Wednesday, December 28, 2022 at 10:00 AM at the township office. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve payment of \$2,571.89 for an employee health plan deductible per Townships personnel policy. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in their packets, along with December and January calendars. She said she has sent out 315 letters for District I and II septic pumping and inspection, registered for MyPath (new state site), had broiler and copier serviced, received Act 205 approval for reports. She said Total Tech has switched out park camera and is taking Townships to see if they are able to fix.

Supervisor Reamer motioned to approve purchase of septic manifest forms from Breams Print Shop at a cost of \$560.00. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motioned to accept the Secretary's Report. Supervisor Reamer seconded. The motion carried unanimously.

Old/New Business:

Discussion of report from Zoning Officer on 3030 Waynesboro Pike – Blue Ridge Sportsman's. Solicitor Battersby to follow up with Zoning Officer as a campground would be in violation of ordinance.

Supervisor Reamer motion to waive sign fee for St. Mary's Cemetery Christmas sign. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Gordon asked about the driveway at 645 Mt Hope Road which has not been completed and permit expired. Secretary Garretson stated the property is not in compliance with septic ordinance. Board instructed letters to be sent by Solicitor.

Planning Commission Report: Supervisor Gordon motioned to approve extension request for 209 Zoo Road – Weishaar subdivision plans for 60 days as requested by Dustin Crum of A. Morton Thomas and Associates. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve Component 2 Planning Module for 230 Baker Road – Alexandra Thompson, conditioned that the deed states the two tracts cannot be sold separately or a combination lot be prepared and submitted. Vice-Chairman Woerner seconded. The motion carried unanimously.

Zoning Officer's Report and Code Enforcement Officer's Report: Secretary Garretson reported Zoning officer had 7 zoning inquiries and issued 3 permits. Code officer no report. Supervisor Gordon motioned to approve the Zoning Officer report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to approve 2023 contract renewal for Land & Sea Services, to be appointed at January 3rd Reorganization meeting. Vice-Chairman Woerner seconded. The motion carried unanimously.

Joint Parks and Recreation Commission Report: Supervisor Reamer said waiting for the DCNR grant funds. She reported Dave Thomas donated a Christmas tree. She said contractor has not yet started and she will follow up with Gordian as they were to start this week.

FREMA Report: None

Fire Company Reports: Supervisor Gordon reported Cashtown Fire Company November report had 37 calls with 5 in township; Fairfield Fire Company report had 32 calls with 7 in Township; AREMS report 796 calls with 10 in township.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon said COG last meeting Adams County IT Department gave presentation. He has sent emails regarding ACATO with no response as yet. Board instructed Secretary Garretson not to attend ACATO board meeting next week.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Gordon said minutes of meetings were shared with Board.

Pennsylvania State Police Report. Supervisor Gordon said the November report showed 31 calls with 4 school checks.

Special Notices: Supervisor Reamer said more promotion of Adams County Broadband Hub Survey needs done. She said it is listed on Township website, it is to be sent with ENews updates and put on office sign “No internet? Get survey here”

Public Comment: None.

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*. Cancellations will be posted via a notice on the office door.

- Parks and Recreation Commission – December 13, 2022
- Board of Supervisors Meeting – December 20, 2022
- Planning Commission December 27, 2022

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8:10 PM. Seconded by Supervisor Gordon. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman