

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

October 6, 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: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., EMA Coordinator Donald F. Wills, Jr, and Deputy EMA Coordinator Richard (Sam) Ginn.

Public Present: Ed Fitzgerald; Mary Kirby; Laura Morgan; Bruce Strasbaugh of the Cashtown Community Fire Department (arrived at 7:10 PM); and John Messeder of the *Gettysburg Times*.

Public Hearing: A public hearing was held with regard to the adoption of a new Township well ordinance. Hearing no concerns from the public, Vice-chairman Woerner motioned to adopt Ordinance 2015-04: Hamiltonban Township Well Ordinance. Supervisor Reamer seconded. The motion carried unanimously. This Ordinance repeals Ordinance 2014-01 and includes a section stating that a well permit must be secured before a property owner can apply for a building permit.

Approval of Agenda: The Board unanimously approved the Agenda.

Public Comment: None.

Approval of Minutes: Vice-chairman Woerner motioned to approve the minutes of the September 1, 2015 Board of Supervisors Meeting and the minutes of the September 24, 2015 Board of Supervisors Workshop. Supervisor Reamer seconded. The motion carried unanimously. There was an Executive Session after the September 24th Workshop to discuss a personnel matter.

Solicitor's Report: At 7:05 PM, Solicitor Battersby stated that he reviewed the bid contract for the Mortiz/Jack Road Bridge project and called an Executive Session to discuss this legal matter with the Board. The Board meeting resumed at 7:15 PM.

Public Comment: Mr. Strasbaugh presented a thank you letter to the Board for the Township's donation of \$2,500 towards the Department's purchase of a tanker. Mr. Strasbaugh left the meeting at 7:19 PM.

Old/New Business: Supervisor Deardorff motioned to accept and execute the proposal from D.E. Gemmill in the amount of \$10,012 for lease of the Reeds Bridge detour signs and to have D.E. Gemmill continue to service the signs as stated in the contract. Vice-chairman Woerner seconded. The motion carried unanimously. Proposals were obtained from various sign companies. D.E. Gemmill had the lowest proposal and was the only company that would lease the signs.

Vice-chairman Woerner motioned to accept and execute the proposal from Lobar Associates Construction in the amount of \$4,270 to repair roof leaks at the Township maintenance facility. Supervisor Deardorff seconded. The motion carried unanimously.

Solicitor Battersby left the meeting at 7:26 PM.

Supervisor Reamer motioned to send Roadmaster Harbaugh to the Dirt and Gravel Road training in Hamburg, PA on October 13th and 14th so that he can be recertified in sensitive maintenance of dirt and gravel roads. Supervisor Deardorff seconded. The motion carried unanimously. This training is needed in order to be eligible for the Dirt and Gravel Road Grant.

Vice-chairman Woerner motioned to distribute \$16,937.71 in Volunteer Fire Relief Association funds to Fountaindale Volunteer Fire Company, Fairfield Fire & EMS, South Mountain Volunteer Fire Department and the Cashtown Community Fire Department. The departments will receive 50%, 30%, 10% and 10% of the funds, respectively. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Reamer motioned to direct Secretary/Treasurer Feiler to sign the cover letter to accompany the 537 Plan resubmission package to DEP as instructed by the Township Sewer Engineer. Vice-chairman Woerner seconded. The motion carried unanimously.

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 September 2015 Check Detail report. The Board reviewed the September financial statements. Vice-chairman Woerner motioned to accept the Treasurer's Report and approve all the expenditures for the month of September. Supervisor Deardorff seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her report along with the October calendar prior to the meeting. The Board reviewed the report and calendar. Supervisor Reamer motioned to grant Secretary/Treasurer Feiler's request to attend the Planning Process Training on October 28th. Vice-chairman Woerner seconded. The motion carried unanimously. Vice-chairman Woerner motioned to celebrate Halloween from 6:00-8:00 PM on Saturday, October 31st. Supervisor Reamer seconded. The motion carried unanimously. Vice-chairman Woerner motioned to accept the Secretary's Report. Supervisor Reamer seconded. The motion carried unanimously.

Road/Sewer Report: Roadmaster Harbaugh submitted his Road Report prior to the meeting. Road Coordinator Deardorff gave an update on the projects that the Road Department is working on which included stormwater management and pot hole repair on Old Waynesboro Road. Deputy EMA Coordinator Ginn updated the Board on the status of the new Adams County Radio System and stated that he will train the Road Crew when the new radios arrive. Supervisor Deardorff motioned to accept the Road Report. Vice-chairman Woerner seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his Sewer Report prior to the meeting. He stated that PAWC advised that there is no need to pump the lagoons as they will soon be decommissioned. Supervisor Reamer motioned to accept the Sewer Report. Vice-chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to accept the proposal from Alpha Space Control in the amount of \$325 to paint lines for parking spaces in the office parking lot. Supervisor Deardorff seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission minutes for the September meeting were distributed to the Board prior to the meeting. Vice-chairman Woerner motioned to adopt Resolution 2015-18: Sewage Facilities Planning Module for the Monastery of Jesus, Mary and Joseph as recommended by the Planning Commission. Supervisor Deardorff seconded. The motion carried unanimously.

Parks and Recreation Commission Report (PRC): Draft PRC minutes for the September meeting were distributed to the Board prior to the meeting. Vice-chairman Woerner motioned to accept with regret Lacy Hammett's resignation from the PRC. Supervisor Reamer seconded. The motion carried unanimously. Vice-chairman Woerner motioned to appoint Laura Morgan to the PRC with a term expiring 2018. Supervisor Deardorff seconded. The motion carried unanimously.

EMA Report: EMA Coordinator Wills mentioned that he and Deputy EMA Coordinators Sam and Sarah Ginn attended the annual pipeline training. He also stated that the EMA Office supports the effort in keeping the bridge on Route 116 spanning Muddy Run open during construction. Vice-chairman Woerner motioned to accept the EMA Report. Supervisor Dille seconded. The motion carried unanimously.

Fire Company Reports: Chairman Gordon went over the September activity reports that were submitted by Cashtown Community Fire Department and Fairfield Fire & EMS. In the Township, Cashtown responded to two calls, and Fairfield responded to one fire call and eight EMS calls.

Zoning Officer's and Code Enforcement Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of September prior to the meeting. One Building Permit was issued at 1110 Iron Springs Road, and one Well Permit was issued at 1646 Iron Springs Road.

Mr. Tim McCauslin submitted his formal report for month of September prior to the meeting. He responded to a animal nuisance in Orrtanna. Vice-chairman Woerner motioned to accept the Zoning Officer's and Code Enforcement Officer's report. Supervisor Dille seconded. The motion carried unanimously.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): At the September COG meeting, Bicky Redman of the Adams County Office of Planning and Development discussed the many issues of electronic recycling. The COG will hold their Legislative Forum during the October COG meeting.

The ACATO Convention is November 18th. ACATO is hosting a training seminar entitled "The Municipal Planning Process from A to Z" on October 28th.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): No report was submitted as there were no YATB or ACTCC meetings.

Special Notices: Halloween - Saturday, October 31, 2015 from 6:00-8:00 PM, and Election Day - Tuesday, November 3, 2015.

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 - October 13, 2015.
- Municipal Authority - October 14, 2015.
- Planning Commission - October 27, 2015.
- Board of Supervisors Workshop - October 29, 2015.
- Board of Supervisors - November 4, 2015.

Adjournment: At 8:02 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