

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, Pa 17320
Regular Monthly Meeting Minutes
March 4, 2008

Supervisors Present: Chairman Robert L. Gordon, Vice-chairman James E. Grinder, Road Master Jay Edward Deardorff, Police Coordinator Coleen N. Reamer, and Supervisor James E. Benner

Planning Commission Member Present: Chairman Curtis Musselman

Staff: William F. Hill's Engineer Fred Heerbrandt, Police Officer Juanita Larmer, Zoning Officer Milton Nicks, Secretary/Treasurer LuAnn M. Dille, EMA Deputy Larry Schneider, and EMA Coordinator Donald Wills, Jr.

Public: Old Orchard Farm's Project Manager Gil Clark, John Harbaugh, Old Orchard Farm Applicant Richard Klein, Barbara Nicks, Dale and Doreen Premo, Harry Rood, Old Orchard Farm's Engineer Sam Runyon, Douglas Woerner, and Richard Fulton from the Gettysburg Times

Chairman Gordon called the meeting to order and welcomed the public to the meeting.

Approval of the Minutes

EMA Coordinator Wills corrected his January 2008 EMA Report. It was James Herring's bus that had a minor leak on Mount Hope Road last month not S & N Bus Line. Supervisor Benner made a motion to approve the February 5, 2008 Board of Supervisors meeting minutes with EMA Coordinator Wills' correction and the Board of Supervisors Workshop Meeting Minutes of February 28, 2008, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Public Comments

Over one year ago John Harbaugh of 25 Mountain Lane, Fairfield received approval for a C-container for storage. He was unable to locate a container of the approved size. Road Master Deardorff made a motion for John Harbaugh of 25 Mountain Lane, Fairfield, PA 17320 to have an 8 X 40 maximum trailer for storage with skirting and with proper setback, seconded by Supervisor Benner. The Board unanimously approved this motion.

The Township received a plaque for being a Toys For Tots drop off point and collecting 40 items for Christmas 2007.

Mr. Heerbrandt, Orrtanna Treatment Plant (OTP) engineer consultant, has drafted at correspondence to the City Of Harrisburg to renew the Township's annual sludge permit. He believes that their September 2008 sludge analysis was a laboratory error. He has included the past historical supportive data and the latest sludge analysis. The OTP has never had a report with high metals and no businesses utilizing the plant that would cause that kind of a problem.

The Annual Chapter 94 Report is ready for the Board's approval and then submission to DEP. He explained that there are no major changes, and no new

connections but two EDU are available. There is good news in that the I & I load has improved. The Township has installed the manhole saucers; completed limited camera inspections and some sump pumps have been removed from the sewer system. The plant is at 80% capacity. Chairman Gordon signed the report and Mr. Heerbrandt will mail the report to DEP.

Road Master Deardorff reported that Columbia Gas will not need to remove a section of fencing at the OPT. Columbia Gas is using a cleaning tool and will install a different valve from their easement. There should not be any changes that will affect the Orrtanna Treatment Plant site.

Planning Commission Recommendations

Planning Commission is requesting that the traffic study for the proposed shopping center at the intersection of Iron Springs Road and Route 116 include an additional time period of at least one 24-hour period. This period should be conducted when the Fairfield Area School District is in session as well as the normal peak times. Mr. Cormany from Martin and Martin, Inc. will draft the correspondence.

Supervisor Benner made a motion that the Orchard Estates Subdivision Plan waiver dated January 29, 2008 be granted, seconded by Police Coordinator Reamer. The Board unanimously approved this motion. Orchard Estates asked for a waiver of 150 feet minimum length of an area of greater than 10 % but less than 14%. The road has been redesigned to have 5.23 % for the first 20 feet, then up to 9.95% for the next 80 feet. From station 1+00 to station 3+00 there are slopes from 10% to 13.95% after that there is an even slope of 9.5% to the end. The waiver is for 200 feet of road.

Planning Commission Chairman Musselman would like members to call him to discuss items instead of e-mailing him; some of the e-mails do not get through his anti-virus program. Chairman Musselman has not seen the minutes from the February 26, 2008 meeting yet. He was unable to attend the meeting concerning the updated submission procedures for new subdivision plans and he has not seen any minutes from that meeting. Chairman Gordon explained that the first meeting was postponed due to weather. The meeting was held a few days later and no minutes were taken because it was a consultation with Solicitor Battersby and Mr. Cormany. Three tracking forms were developed and a few other items were clarified.

Planning Commission did recommend that Old Orchard Farm Subdivision Plan/Greater Ortanna Investment Group (GOIG) be approved with Martin and Martin, Inc. seven conditions from a correspondence dated February 26, 2008. Solicitor Battersby and the Board of Supervisors did not believe they had sufficient time to review the latest changes. The Board and GOIG agreed that February 26, 2008 is the formal submission date. On January 22, 2008 GIOG paid the Hamiltonban Township's subdivision fees. Mr. Klien stated his normal procedure is for Mr. Clark to consult with the municipality's solicitor and then any remaining issues will be directed to his attorney. Solicitor Battersby believes that GOIG needs to establish an escrow account before any other actions are taken. There was a mention of several items for future discussion: trees along the roadways, buffering screening, bonding, escrow account, phasing, emergency cart-ways, specifications of Knox Road improvements, private roads versus public roads and access to the equestrian center. Supervisor Benner would like the following two items to be included as conditions for GOIG approval. Item one is that the property

labeled El Vista Orchards be changed to Roger and Renee Benner. Item Two is that the right-of-way between Lots 32 and 33 show it to be a shared right-of-way for Roger and Renee Benner and the trail system, with a document agreed upon by both parties, that if the Benner's were to subdivide a lot for one of their children, the right-of-way would be used as an assess to the property.

On March 18, 2008 starting at 7:00 PM there will be a special meeting to discuss Old Orchard Farm Subdivision Plan. GOIG will be hoping for conditional approval at this meeting. A planning sheet has been added to the plan concerning the Township's asphalt specifications for Knox Road. This will be discussed at the special meeting.

Solicitor's Report

Solicitor Battersby received a Columbia Gas hold harmless agreement for easement onto the Orrtanna Treatment Plant property. He was not satisfied with the document and explained his concerns to Columbia Gas. Columbia Gas did not get back with him. Tonight he learned from Road Master Deardorff that this agreement is not needed. Road Master Deardorff reported that yesterday a backhoe was at the Columbia Gas valve and on their easement. They created a ditch and installed 18-inch pipe for drainage. If Road Master Deardorff observes any activities on Township property he will stop it immediately and insure there are proper agreements.

The Public Hearing Board will convene on April 7, 2008 starting at 7:00 PM at the Fairfield Area School District Middle/High School cafeteria at 4840 Fairfield Road, Fairfield, PA 17320 for zoning, subdivision and other ordinance changes. Solicitor Battersby will submit the legal advisements to the Gettysburg Times newspaper, and arrange for the stenographer.

Zoning Officer's Report

Zoning Officer Nicks gave the following February 2008 Zoning Officer's Report. He issued one permit for a garage. He attended the regular public Board of Supervisors meeting, their workshop meeting public and public Planning Commission meeting. He mailed David B. Murphy of 15 Hinesleigh Court, Baltimore MD. a written correspondence concerning his expired 2004 building permit. It has been five years and no Use and Occupancy permit has been issued. Fairfield Municipal Authority called Zoning Officer Nicks asking questions about what permits Hamiltonban Township has issued to Comfort Care at 235 Franklin Street, Fairfield, PA 17320. Fairfield Municipal Authority was questioning the EDU's usage. For internal improvements Hamiltonban Township's does not require any permits. Solicitor Battersby suggested consulting with Adams County Tax Assessors office for their records and compare their records to an internal inspection. Barry Reeher is logging. There is a driveway at that location and Adams County Conservation District Rusty Ryan is aware of the logging. On March 4, 2008 Liberty Towers submitted a request for a conditional hearing.

Strawberry Hill called Zoning Officer Nicks concerning the TOD signs that were installed by the State a few years ago. Two Supervisors signed the application. David Mallin is the new administrator of the TOD Sign Program. Mr. Mallin stated the municipality must accept all the signs or not allow any of the TOD signs. The municipality may adopt a resolution to forbid the State from installing any new TOD signs. Stoney Brook Bed and Breakfast TOD application was not signed by any

Hamiltonban Township official. This was an over site by the previous TOD administrator but this sign will not be removed now. Camp Eder has submitted a TOD application for the Township to sign. The Supervisors did not take an action at this meeting. Road Master Deardorff stated that traffic control signs must be one sign per post. Police Coordinator Reamer made a motion to approve the February 2008 Zoning Officer's Report, seconded by Supervisor Benner. The Board unanimously approved this motion. At 8:40 PM Solicitor Battersby left the meeting.

Treasurer's Report

The Township transfer funding from PLGIT term account 107.10 to a new PLGIT CD account 107.20 for an increased interest rate. A new account 406.39 was created for the fee and amended account number 342 by adding .10 for shop rental. Chairman Gordon made a motion to adopted Resolution 07-2008 stating that Lockwood Business Support Service is to complete the 2007 audits for all Hamiltonban Township's accounts and Resolution 08-2008 is for Musselman and Creager CPA to audit the 2007 the Orrtanna Treatment Plant loan, seconded by Supervisor Benner. The Board unanimously approved this motion.

Supervisor Benner made a motion to approve the February 2008 Treasurer's Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

March 2008	Income	Expenses	Transfers	Balance
General Account				
ACNB Checking	6,063.07	55,463.59	37,000	\$ 3,222.35
ACNB Savings	5.61			20,939.05
PLGIT	412.14		37,000	80,533.73
PLGIT CD				<u>97,000.00</u>
Total Current Assets				\$201,695.13
Sewer Account				
ACNB Checking	673.42	3,525.61	2,900	532.90
ACNB Savings	1.66			6,214.28
PLGIT	17.20		2,900	<u>785.54</u>
Total Current Assets				\$7,532.72
State Liquid Fuels				
PLGIT	5.68			2,051.42
PLGIT Emergency	14.57			<u>5,264.67</u>
Total Current Assets				\$7,316.09

Approval of Expenditures

Police Coordinator Reamer questioned the Sam's Club expenditures as being cost effective with membership fees and travel time. The Hamiltonban Township's shop heating system needed to be replaced this month because the oil furnace could not be repaired. Ken Adams Mechanical installed a new propane heater for a cost of \$3, 000 plus an initial service call charge of \$86.50. Fairfield Landscaping supplied, free of cost, a forced air heater until the new propane system could be installed. John Harbaugh was reimbursed for the fuel he purchased for the forced air heater. Chairman Gordon made a motion to approve the February monthly expenses, which included the new propane

heating system for the shop at 3759 Bullfrog Road, Fairfield, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Secretary's Report

Secretary/Treasurer thanked EMA Coordinator Wills for his donation of the rolling table that she uses to take the meeting minutes. She also thanked EMA Deputy Coordinator Schneider for his donation of several boxes of a variety of paper clips and Zoning Officer Nicks for correcting the spelling of the Township's office hours sign. Chairman Gordon made a motion to approve Secretary/Treasurer Dille to attend the PSATS Municipal Secretaries Training on April 10, 2008 at the Gettysburg Holliday Inn for \$60, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion for Barbara Nicks to be paid \$10.00 per hour for her work with the 2010 Hamiltonban Township Census addresses, seconded by Supervisor Benner. The Board unanimously approved this motion.

The Hamiltonban Township accepted the Adams County Exoneration List.

Police Report

Officer Larmer gave the following February 2008 Police Report. She had 58 service calls, eight traffic arrests and seven criminal arrests. She traveled 1,110 miles, used 101 gallons of fuel for 11 miles per gallon of fuel. Zoning Officer Nick and Officer Larmer completed an inspection on Ledge Lane for the nuisance ordinance. On February 20, 2008 with Road Master Deardorff's approval, Hamiltonban Township's salt truck and Officer Larmer assisted in Liberty Township when a Fairfield Area School District bus got struck on Gladhill Road. Liberty Township Police Chief Then sent a correspondence thanking the Township for the much needed assistance. Another neighboring township declined assistance to Liberty Township. Police Coordinator Reamer made a motion to approve the February 2008 Police Report, seconded by Road Master Deardorff. The Board unanimously approved this motion.

EMA Report

Supervisor Benner made a motion to adopt Resolution 09-2008 Emergency Succession, seconded by Chairman Gordon. The Board unanimously approved this motion. Police Coordinator Reamer made a motion to adopt the Promulgation, seconded by Chairman Gordon. The Board unanimously approved this motion. EMA Coordinator Wills and EMA Deputy Schneider will be representing the Township at the FREMA Table Top Exercise on March 15, 2008 at the Fairfield Village Hall/108 Main Street, Fairfield, PA 17320. EMA Coordinator Wills stated that Franklin Township has installed a sign at Green Ridge Road with section A-T. Chairman Gordon made a motion to approve the February 2008 EMA Report, seconded by Supervisor Benner. The Board unanimously approved this motion.

Road Report

Road Master Deardorff gave the following February 2008 Road Report.
Vehicle Repairs:

1. The F-350 Ford truck has been repaired. A fuel sensor, a fuel relay module, a fuel pump and gas contamination were all problems found. All the problems have been corrected.
2. The International dump truck was inspected and other repairs were done that were necessary.
3. The International plow frame was welded.
4. A new anti-skid spinner was installed on the International dump truck
5. The Ford F-350 new plow deflectors were installed.
6. The Peterbilt tailgate and brackets were welded.
7. The backhoe bucket was welded.
8. The Peterbilt was serviced at Lancaster Peterbilt for the ABS Sensor adjustment.

Knox Road

1. Knox Road was staked out for the proposed 18-foot cart way
2. An existing 24-inch round deteriorated cross pipe was replaced with a 36-inch squash cross pipe to accommodate future development's stormwater and road's stormwater.
3. The S curve was re-crowned
4. Grading was completed where needed.
5. The site distance on the S curve was improved.
6. Road Master Deardorff talked with Rob LeFever to request that he make an apron on the pasture entrance to eliminate mud on the road.

Signs:

1. The Road Crew is replacing damage signs.
2. The Road Crew is installing private signs from inventory and has ordered more to be installed on all private roads connecting to the Township roads.
3. The Road Crew has also ordered other needed signs.

Other Work

1. Road Master Deardorff issued Carl Barron a driveway permit.
2. The Road Crew is sweeping intersections and designated areas from anti-skid.
3. There was a PA One Call in the Village of Orrtanna.
4. Restocking and remixing anti-skid/salt/ice melter have been completed.
5. Road Master Deardorff stated there is the possibility of freezing road conditions once this week and twice next week. These would be clipper snow systems.
6. Road Master Deardorff made a list of road maintenance items needing to be completed to include signs, delineators and other work.
7. The Road Crew corrected a ditch in Orrtanna and cleaned out a culvert area near the substation.
8. The State completed the bridge inspection of the Mount Hope Road Bridge at Swamp Creek. This bridge is inspected every two years. The next inspection will be in 2009.
9. Snow Wise Fact: The Township usually has around \$25 per mile of total snow application cost. Smaller figures are when spot treatments were completed.

10. This past Friday the area received 2 to 3 inches of snow in just the mountain areas of the Township. Snow did not lay below the railroad tracks. The Townships winter costs have been large this season because of the ice events. Some Townships and some State Road Departments have surpassed their salt contract limits. Hamiltonban Township has passed the minimum level and will use close to the maximum allowed.
11. The 2008-2009 salt contract bid form has been completed and received by the State.
12. The Township has had several compliments on the winter snow removal of the Township's roads and also in assisting Liberty Township with the FASD bus problem on Gladhill Road, Fairfield, PA. 17320.
13. Penn-Dot will be installing Hamiltonban Township boundary signs. There will be two on Route 16 and three on Route 116 per requested last year. There is a possibility of a couple more signs next year.
14. Road Master Deardorff will be attending a State Liquid Fuels super-paving workshop next week. He has attended approximately 15 or so meeting/trainings in his 11 years as Supervisor/Road Master.

The Township has some signs that are now the wrong size and need to be replaced. The Township is standardizing the delineators. Red colored delineators will be used only for cross pipes. The white delineators will be installed where needed. Also several Chevron signs with delineator are being used to direct sharp turns.

There was a road damage report in February. A subject had permission to cut firewood off the Michaux State Forest and disturbed the shoulder of Cold Spring Road, Orrtanna, PA 17353 and cosmetic damage to the road surface. The subject agreed and has repaired the shoulder.

The sign cost report for the stop sign damaged at the Mount Hope Road /Carrolls Tract Road vehicle accident has been completed.

The sign cost report for the vandalized signs in the BB Section has been completed.

Road Master Deardorff responded in the Township's Ford 350 pick-up truck with Police Officer Larmer on reported incident of wood being cutting cut off in South Mountain Friday night of the snow storm, February 29, 2008. There was a pick-up truck stuck along Cold Springs Road, Orrtanna, PA 17353. The pick-up truck was located in Trinity Acres without any evidence that it was used for hauling wood recently. Incident is closed.

A Fairfield resident called Road Master Deardorff about trail bikes going crazy on the Liberty Worship Church, Township and Valley Quarries, Inc. properties behind 23 Carrolls Tract Road, Fairfield, PA 17320 on February 17, 2008. The trail bikers were stopped and told Road Master Deardorff that they would do whatever they wanted to do per Pastor Costello. Road Master Deardorff contacted Pastor Costello. Pastor Costello told his congregation they could carefully walk over the property where the church is proposed to be built but to be aware of the farmer's crops.

Road Master Deardorff distributed written reports of snow removal cost, monthly Road Crew activities, and March proposed Road Crew activities.

Road Master Deardorff has received several complements from FASD bus drivers stating that the Township's roads are in the best condition of all surrounding municipalities in inclement weather.

Police Coordinator Reamer made a motion to approve the February 2008 Road Report, seconded by Supervisor Benner. The Board unanimously approved this motion.

Sewer Report

Road Master Deardorff gave the following February 2008 Sewer Report:

1. The Orrtanna Treatment Plant is running fine.
2. Columbia Gas has started to clean their natural gas lines. Road Master Deardorff does not believe they are going to need to remove the fencing at the plant for access to their valve.
3. The PA One Call for a sewer line has been marked.
4. Greasing and lubrication of components at the plant has been completed.
5. The generator has been tested.

Police Coordinator Reamer made a motion to reimburse Hickory Bridge Restaurant \$1,051.65 for their portion of Shirley Shaffer's 2003 sewer connection fees to connect to their private sewer line, seconded by Supervisor Benner. The Board unanimously approved this motion.

Supervisor Benner made a motion to approve the February 2008 Sewer Report, seconded by Chairman Gordon. The Board unanimously approved this motion.

New Business

Chairman Gordon made a motion to appoint Police Coordinator Reamer to the DCNR South Mountain Preservation Committee, seconded by Supervisor Benner. The Board unanimously approved this motion.

Police Coordinator Reamer, representative to the Southwest Regional Comprehensive Plan Consultant Selection Team, stated that the Southwest Regional Comprehensive team has received ten engineering proposals. She is to review and score the proposals and the interview process is scheduled to starting on April 17, 2008.

A third representative, replacing past Vice-chairman Eckert, is needed on the Southwest Regional Comprehensive Steering Committee. This will be discussed at the next Board of Supervisors Workshop meeting.

There will be a site visit of the Glatfelter Tree Farm #1 by several staff members from a wide variety of organizations. Senator Specter's staff member will be attending. The Township has received several support letters from neighboring municipalities for conserving this property. This is a positive sign for the preservation of this important watershed.

Chairman Gordon made a motion to adopt Resolution 06-2008 Tax Collector's Administration Fees to include allowing Tax Collector to charge back insufficient fund charges, seconded by Supervisor Benner. The Board unanimously approved this motion.

Chairman Gordon made a motion to award the stabilization bid of 9,500 square feet in three areas in the Township to the only bidder, Fairfield Landscaping, for \$855, seconded by Police Coordinator Reamer. The Board approved this motion with Road Master Deardorff abstaining. On February 28, 2008 the bid was opened at the Board of Supervisors Workshop meeting.

Police Coordinator Reamer made a motion to award the new air condition system unit and new duct system bid for 23 Carroll Tract Road, Fairfield, PA. 17320 to Thomas, Inc. Option Two: 13-seer system, 2TTB, five-year warranty on all parts and labor for \$8,894. This motion was seconded Road Master Deardorff. The Board unanimously approved this motion. The four bids were opened at the Board of Supervisors Workshop meeting on February 28, 2008 and the options were discussed.

Old Business

Chairman Gordon stated after Gettysburg Times newspaper article the Board of Supervisors Workshop meeting discussing the RFP, another engineering firm questioned Chairman Gordon as to why Martin and Martin is not drafting the Township's RFP. Chairman Gordon has had a meeting with Mr. Cormany. They discussed the possibility of Martin and Martins, Inc drafting the RFP. Martin and Martin will need to be careful in drafting the RPF because they would also like the opportunity to bid on the project. Road Master Deardorff would like to discuss the RFP at the special meeting on March 18, 2008 if time allows.

Meeting Dates

Special Meeting for GOIG and other Township items will be held on March 18, 2008 starting at 7:00 PM, at 23 Carrolls Tract Road, Fairfield, PA 17320.

Next regular Hamiltonban Township Recreation and Park Commission meeting will be March 12, 2008, 7:30 PM prevailing time, at 23 Carrolls Tract Road, Fairfield, PA. 17320.

Next regular Planning Commission meeting will be March 25, 2008, 7:30 PM prevailing time, at 23 Carrolls Tract Road, Fairfield, PA 17320

Next regular scheduled Supervisor Workshop meeting will be March 27, 2008, 7:30PM prevailing time, at 23 Carrolls Tract Road, Fairfield, PA. 17320.

Next regular Board of Supervisors meeting will be April 1, 2008, 7:30 PM prevailing time, at 23 Carrolls Tract Road, Fairfield, PA. 17320.

PUBLIC HEARING April 7, 2008, at 7:00 PM Public Hearing for all the ordinance changes, at the Fairfield Area School District Middle/High School cafeteria, at 4840 Fairfield Road, Fairfield, PA 17320.

Chairman Gordon called for a brief Executive Session for a personnel issue immediately upon the adjournment of this meeting.

Adjournment

At 9:49 PM Supervisor Benner made a motion to adjourn the meeting, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Executive Session

Immediately following the regular monthly Board of Supervisor's meeting there was an Executive Session to discuss a personnel issue.

LuAnn M. Dille
Secretary/Treasurer

Robert L. Gordon
Chairman