

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Monthly Meeting Minutes
November 1, 2011

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public to the meeting. The Pledge of Allegiance was recited. He announced 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, James E. Grinder, and Harry Rood. Douglas Woerner was excused from the meeting as he was attending the Adams County Commissioners Candidates' Forum.

Staff: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., EMA Coordinator Donald Wills, and Police Officer Juanita K. Larmer.

Commission Members Present: Doreen Premo and Laura Morgan.

Public: Bob Sharrah and Pete Martin of Sharrah Design Group, Inc., John Schick of RETTEW, Dave Sites, Jenna Stinson of the *Gettysburg Times*, and Rick Fulton of the *Emmitsburg News Journal*.

Approval of the Agenda: The Board of Supervisors unanimously approved the Agenda.

Approval of the Minutes: Supervisor Rood motioned to approve the October 4, 2011 Board of Supervisors Meeting Minutes and the October 27, 2011 Board of Supervisors Workshop Minutes. Vice-chairman Reamer seconded. The motion carried unanimously. An executive session was held after the October 27, 2011 workshop regarding a personnel matter.

Public Comment: Chairman Gordon went over the October 2011 fire department reports that were submitted from the Cashtown Community Fire Department and Fountaindale Volunteer Fire Department.

Road Report: Roadmaster Harbaugh submitted his formal report prior to the meeting. He gave an update with regard to the construction of the Township Educational Campus – Phase I. Vice-chairman Reamer motioned to accept the Road Report. Supervisor Rood seconded. The motion carried unanimously.

Sewer Report: Roadmaster Harbaugh submitted his formal sewer report prior to the meeting. The Municipal Authority met in October to review the sewer fund financial statements and to discuss maintenance of the sewer lines and the future of the plant. Laura Morgan, Chairman of the Municipal Sewer Authority recommended to the Board to raise the sewer user rates by 33.3%. The Municipal Authority feels the rate increase is merited. Ms. Morgan commended the Board with their effort in controlling sewer costs. Supervisor Rood motioned to approve Resolution 2011-23 which increases the sewer rates for the Orrtanna Treatment Plant by 33.3% as of January 1, 2012. Supervisor Grinder seconded. The motion carried unanimously. The last sewer rate increase was in 2007. Vice-chairman Reamer motioned to accept the Sewer Report. Supervisor Rood seconded. The motion carried unanimously. Ms. Morgan left the meeting at 7:18 PM.

EMA Report: EMA Coordinator Wills submitted his formal report at the meeting. He added that the U.S. Department of Homeland Security's Federal Emergency Management Agency and the Federal Communications Commission will conduct the first nationwide test of the Emergency Alert System. The nationwide test will occur on Wednesday, November 9, 2011 at 2:00 PM eastern standard time and may last up to three and a half minutes. Supervisor Rood motioned to accept the EMA Report. Supervisor Grinder seconded. The motion carried unanimously.

Planning Commission Report: Planning Commission Secretary Premo submitted her formal report prior to the meeting. The Board along with Mr. Sharrah, Mr. Martin, and Mr. Schick discussed the Iron Springs Plaza Preliminary Subdivision and Land Development Plan Review. Sharrah Design Group, Inc. submitted two letters to the Board which address the March 21, 2011 comment letter from Fairfield Fire & EMS and the October 24, 2011 comment letter from C.S. Davidson, Inc. Also submitted were five off-site easements and a revised set of plans for the Board's review.

Supervisor Rood motioned to grant approval to the proposed Iron Springs Plaza landscaping plan as it adequately meets the zoning requirements in section 301.5A and that the developer agrees to substitute similar plant materials as requested by the Township. Supervisor Grinder seconded. The motion carried unanimously.

Chairman Gordon motioned to grant a waiver from Section 1003.4.D in regard to Basin No. 3 with consideration given to its location, narrow configuration and small area, as drawn on the latest revised plan dated October 31, 2011. Vice-chairman Reamer seconded. The motion carried unanimously.

Chairman Gordon motioned to grant conditional approval of the Iron Springs Plaza Subdivision and Land Development Preliminary Plan based upon the comments submitted tonight and the letter received from Sharrah Design Group, Inc. that addresses the comment letters from C.S. Davidson, Inc. and Fairfield Fire & EMS, the RETTEW traffic study and the Solicitor's review of the easements submitted. Solicitor Battersby will prepare the conditional approval letter. Supervisor Grinder seconded. The motion carried unanimously.

Vice-chairman Reamer stated that as a member of the Fairfield Cemetery Board of Trustees, she has abstained from voting on any issue regarding the Iron Springs Plaza Preliminary Subdivision and Land Development Plan that came to vote in front of the Cemetery Board so that as a Supervisor of Hamiltonban Township she could vote on this topic without any conflict.

Secretary Premo continued on with the Planning Commission report. The Planning Commission recommended that the Board grant approval of the revised Subdivision and Land Development Ordinances provided an agreement is reached minus any minor adjustments by the Board. This item was tabled as the final document has not been received by the Board.

Vice-chairman Reamer motioned to accept the Planning Commission report. Supervisor Rood seconded. The motion carried unanimously. Mr. Sharrah, Mr. Martin, Mr. Schick, Mr. Sites and Mr. Fulton left the meeting at 7:57 PM.

Solicitor's Report: Solicitor Battersby gave his formal report at the meeting. The Board requested that he send a collection letter to an Orrtanna resident who is delinquent on his sewer account. Solicitor Battersby stated that he would like to attend the November workshop to discuss the Nuisance and Animal Control Ordinances that he is reviewing. Vice-chairman Reamer motioned to accept the Solicitor's Report. Supervisor Rood seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 8:05 PM.

Recreation and Parks Commission (RPC) Report: RPC Secretary Premo submitted her formal report at the meeting. Secretary Premo stated that at the last RPC meeting the commission discussed the RecTap Grant application and the Official Map. Supervisor Rood motioned to accept the RPC report. Supervisor Grinder seconded. The motion carried unanimously.

Tax Collection Committee (TCC) Report: Second Alternate Robert Gordon submitted his formal report at the meeting. He stated that he also attended the October York Adams Tax Bureau meeting. Supervisor Grinder motioned to accept the TCC report. Vice-chairman Reamer seconded. The motion carried unanimously.

New Business: Chairman Gordon motioned to approve Ordinance 2011-01 which imposes a local tax on the earned income and net profits of residents and non-residents receiving earned income or net profits within Hamiltonban Township. Supervisor Rood seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to approve Resolution 2011-22; State Contract for the purchase of a Ford F550. Supervisor Rood seconded. The motion carried unanimously. The state contract is for a \$25,000 loan with 2% interest from the Local Government Capital Loan Program. This amount has been budgeted for 2012.

Vice-chairman Reamer motioned to approve the 2012 proposed budgets for the General, Sewer, and State Liquid Fuels funds along with the Capital Improvements Plan. Supervisor Rood seconded. The motion carried unanimously. The Board intends to adopt the 2012 budgets at the December Board of Supervisors meeting. The proposed budgets are available to the public for review.

Zoning Officer's Report: No report was submitted.

Code Enforcement Officer's Report: Mr. William Gardiner submitted his formal report prior to the meeting. The Board reviewed and discussed his report. Supervisor Grinder motioned to accept the Code Enforcement Officer's Report. Supervisor Rood seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Feiler submitted her formal report prior to the meeting along with the October 2011 Check Detail report. The Board reviewed the October financial statements. Supervisor Rood motioned to approve all expenditures for the month of October and to accept the Treasurer's Report. Supervisor Grinder seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report prior to the meeting. The Board reviewed the report. Secretary/Treasurer Feiler requested to register for the Municipal Statistics E-filing webinar at no cost to the township.

Chairman Gordon motioned to accept Amy Harbaugh's resignation with regret as a Township Auditor. Vice-chairman Reamer seconded. The motion carried unanimously. There are two seats open for Elected Auditor.

Vice-chairman Reamer motioned to accept the Secretary's Report. Supervisor Grinder seconded. The motion carried unanimously.

Police Report: Officer Larmer submitted her formal report prior to the meeting. She stated that for the month of October there were 40 complaints or service calls, 2 arrest and 2 investigations. She traveled 903 miles and used 97.5 gallons of fuel. Officer Larmer added that she passed her legal updates classes that she took in October. Supervisor Rood motioned to accept the Police Report. Supervisor Grinder seconded. The motion carried unanimously.

Old Business: 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 via a notice on the office door.

- Recreation and Parks Commission – November 9, 2011
- Board of Supervisors Workshop – November 17, 2011
- Planning Commission – November 22, 2011
- Board of Supervisors – December 6, 2011

Special Notices: Election Day is Tuesday, November 8, 2011.

Public Comment: None.

Adjournment: At 8:52 PM Supervisor Rood motioned to adjourn the meeting. Supervisor Grinder seconded. The motion carried unanimously.

Deborah K. Feiler

Robert L. Gordon