

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

September 1, 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. The Board immediately entered into an Executive Session to obtain legal advice regarding bids received for the Reeds Bridge project. The Board meeting resumed at 7:34 PM.

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., and EMA Coordinator Donald F. Wills, Jr.

Public Present: Logan Swartz of C.S. Davidson, Inc.; Mary Kirby; Ed Fitzgerald; Bob Bennett; and John Messeder of the *Gettysburg Times*.

Approval of Agenda: The Board unanimously approved the Agenda with the addition of item 6. e. under Old/New Business: Speeding on Carrolls Tract Road.

Public Comment: None.

Approval of Minutes: Vice-chairman Woerner motioned to approve the minutes of the August 4, 2015 Board of Supervisors Meeting and the minutes of the August 27, 2015 Board of Supervisors Workshop. Supervisor Dille seconded. The motion carried unanimously. There was an Executive Session August 12, 2015 to discuss a legal matter and after the August 27th Workshop to discuss a legal matter.

Solicitor's Report: Six bids were received for the Reeds Bridge project with the high bid being \$328,525.08 from Deblin, Inc. and the low bid being \$226,270 from Shiloh Paving & Excavating, Inc. Chairman Gordon motioned to award the bid for the Reeds Bridge project to the low bidder Shiloh Paving & Excavating, Inc. with the following exclusions: Bid Item Number 4409-0385, Superpave in the amount of \$4,242; 0901-0001, Traffic Maintenance in the amount of \$3,430; 0962-1005, Pavement markings in the amount of \$808; and 9000-0002, Site Restoration in the amount of \$2,295. Vice-chairman Woerner seconded. The motion carried unanimously.

Supervisor Deardorff motioned to accept the Solicitor's Report. Supervisor Reamer seconded. The motion carried unanimously. Mr. Swartz and Solicitor Battersby left the meeting at 7:41 PM.

Old/New Business: Supervisor Reamer motioned to donate \$2,500, as budgeted, to the Cashtown Community Volunteer Fire Department for a tanker. Supervisor Deardorff seconded. The motion carried unanimously.

Supervisor Dille motioned to approve the 2016 Minimum Municipal Obligation for the Non-Uniform Pension and Police Pension Plan. Vice-chairman Woerner seconded. The motion carried unanimously.

Supervisor Dille motioned to advertise the amended Well Ordinance, Ordinance 2015-04, for adoption at the October Board of Supervisors meeting. Vice-chairman Woerner seconded. The motion carried unanimously. The amended Ordinance will include a section stating that a well permit must be secured before a property owner can apply for a building permit.

Prior to the Board meeting, Betsy Bucher stated that she is concerned with motorist speeding on Carrolls Tract Road. The Board discussed this issue and it was mentioned that the State Police have been seen running speed on Carrolls Tract Road. Secretary/Treasurer Feiler will contact Sgt. Nickey of the Pennsylvania State Police to see if anything more can be done. It was also noted that the Township has begun receiving monthly incident reports from the State Police listing their activity in the Township. Per the State Police, this report is confidential as some incidents may be under investigation.

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

Secretary's Report: Secretary/Treasurer Feiler submitted her report along with the September calendar prior to the meeting. The Board reviewed the report and calendar. Secretary/Treasurer Feiler mentioned that while she is on vacation, Supervisor Dille will pick up the mail and check the answering machine for messages. Supervisor Dille motioned to accept the Secretary's Report. Vice-chairman Woerner seconded. The motion carried unanimously.

Road/Sewer Report: Roadmaster Harbaugh submitted his Road Report prior to the meeting. There was a discussion regarding the gate that was replaced at the 31 Carrolls Tract Road entrance to the maintenance facility. Supervisor Deardorff motioned to install and purchase a "Bullfrog Road" sign from U.S. Municipal Supply. Chairman Gordon seconded. The motion carried unanimously. Vice-chairman Woerner motioned to accept the Road Report. Supervisor Dille seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his Sewer Report prior to the meeting. He stated that he responded to two high level water alarms. If the high water alarms continue, PAWC will be contacted to take care of the issue. Vice-chairman Woerner motioned to accept the Sewer Report. Supervisor Deardorff seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission minutes for August meeting were distributed to the Board prior to the meeting. There was no action needed.

EMA Report: EMA Coordinator Wills stated that there were no EMA incidents for the month of August. He asked if anyone would like to attend the annual Pipeline Dinner on September 30th. Prior to the meeting Deputy EMA Coordinator Ginn submitted his EMA report, he has attended various EMA training sessions. The Township received an EMS report from the Fairfield Fire & EMS. Fairfield responded to nine EMS calls in the Township. Vice-chairman Woerner motioned to accept the EMA Report. Supervisor Dille seconded. The motion carried unanimously.

Fire Company Reports: No reports were received.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of August prior to the meeting. Four Building Permits were issued: 311 Tract Road; 2512 Mount Hope Road; 1428 Mount Carmel Road; 225 Five Forks Road; and one Zoning/Land Use Permit was issued for 1285 Old Waynesboro Road. Vice-chairman Woerner motioned to accept the Zoning Officer's report. Supervisor Deardorff seconded. The motion carried unanimously.

Code Enforcement Officer's Report: No report was submitted.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Two speakers from the Adams County Conservation District spoke at the August COG meeting.

The ACATO Fall Convention is scheduled for November 18th.

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: The office will be closed the week of Monday, September 7th and re-open on Monday, September 14th.

Parks and Recreation Commission Report (PRC): Draft PRC minutes for the August meeting were distributed to the Board prior to the meeting. Supervisor Reamer motioned to move forward with a discussion with the Borough of Fairfield to formalize the documents that would form a joint commission. There was no second to this motion. Vice-chairman Woerner motioned to table Supervisor Reamer's motion until the October Board of Supervisors meeting. Supervisor Dille seconded. The motion carried with Supervisor Reamer and Chairman Gordon voting against the motion.

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 - September 8, 2015.
- Planning Commission - September 22, 2015.
- Board of Supervisors Workshop - September 24, 2015.
- Board of Supervisors - October 6, 2015.

Adjournment: At 8:27 PM, Vice-chairman Woerner motioned to adjourn the meeting. Supervisor Deardorff seconded. The motion carried unanimously.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman