

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Via: Startmeeting.com

Regular Meeting Minutes

March 16, 2021

Board Meeting: At 7:00 PM Vice-Chairman Deardorff called the Board of Supervisors meeting to order. He announced the meeting was being recorded only for purpose of minutes. The pledge of allegiance was recited.

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

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

Public: via Startmeeting.com: Brett Riegelman with Petrus Holdings on a recorded line.

Approval of the Agenda: Vice-Chairman Woerner motioned to approve agenda. Supervisor Gordon seconded. The motion carried unanimously.

Public Comment: None

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the March 2, 2021 Board of Supervisors Meeting. Chairman Deardorff seconded. The motion carried unanimously.

Executive Session: Board went into Executive Session with Solicitor at 7:05 PM for legal matter. Returned at 7:14 PM.

Solicitor's Report: Solicitor Battersby language for driveway ordinance. Vice-Chairman Woerner motioned to advertise the Driveway Ordinance as presented. Supervisor Reamer seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve the Solicitors Report. Supervisor Reamer seconded. The motion carried unanimously. Solicitor left at 7:18 PM.

Road Report: Streetlights tabled.
Sandblaster tabled.

Discussion of roller rental, which Roadmaster stated he would need more than one month beginning mid to late April. Supervisor Gordon motioned to rent for one month at a cost of \$1,755 plus \$180 deliver charge as needed. Vice-Chairman Woerner seconded. The motion carried unanimously.

Roadmaster said he would like to haul 600-ton 2RC to stockpile for upcoming projects. Board consensus to have Road Department haul. He reported Adams County Conservation District to look at the property at 1221 Old Waynesboro Road.

Roadmaster asked to have generator serviced by Ketterman Electric. Board consensus to have done. He reported he needs seals for sweeper to complete road clean up. He reported issue with 2015 F550 and was instructed to take to New Oxford Mechanical for repair quote. Stated they are working on trouble ditches and cleaning drains and pipes.

Supervisor Reamer motioned to approve and authorize Chairman Deardorff to sign permit for Mt Carmel Road project and return to DEP. Vice-Chairman Woerner seconded. The motion carried unanimously.

Roadmaster reported all signs are done, except for a few that had to be sent back for corrections, at no charge. Discussion on complaint of Jake brakes on Gum Springs and Iron Springs Roads. Board consensus to take no action at this time.

Vice-Chairman Woerner motioned to approve Roadmaster's Report. Supervisor Reamer seconded. The motion carried unanimously.

Secretary/Treasurer's Report:

Discussion on AED Funding. Secretary provided quotes for Stryker AED. Secretary instructed to obtain cost from The Fire Store in Abbottstown. Board consensus to include purchase of another AED in next year's budget.

Chairman Deardorff motioned to approve purchase of QuickBooks update for 2021 estimate \$399. Secretary advised additional annual cost for payroll service of \$650. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve purchase of 1,500 envelopes at a cost of approximately \$325 per 500 plus shipping. Supervisor Reamer seconded. The motion carried unanimously.

Secretary reported reminder letters were sent the District I and District III for septic pumping and inspection.

Secretary reported Cermak Technologies has installed free word and excel program on new computer for Road Department. They provided quote for \$280 for extended 3-year warranty and invoice for new system for \$1,122.50. Roadmaster wishes to keep old laptop to pull up mapping program. He said the free program which Cermak loaded does not work for these files.

Secretary/Treasurer Garretson submitted her report to the Board of Supervisors prior to the meeting. Vice-Chairman Woerner motioned to accept the Secretary/Treasurers Report. Supervisor Reamer seconded. The motion carried unanimously.

Old/New Business:

Chairman Deardorff motioned to adopt Ordinance 2021-01 Road Occupancy. Board felt current fee of \$75 on fee schedule adequate. Supervisor Gordon seconded. The motion carried unanimously.

Vice-Chairman Woerner motion to advertise material bids for Superpave, stone, road oil and line painting as presented. Supervisor Reamer seconded. The motion carried unanimously.

Discussion items:

Supervisor Gordon asked if groups in the area should be asked to participate with the 16th Annual Highway Cleanup on April 24th. Board consensus to do next year.

Secretary Garretson provided information from PSATS regarding funding from Coronavirus Relief Package to be distributed over two years.

Discussion of letter from Washington Township regarding proposed zoning map and comprehensive plan amendments. No action needed.

Special Notices: None.

Public Comment: Brett Riegelman with Petrus Holdings asked status of Strawberry Hill Foundation plans. Secretary Garretson informed the plans received on March 8th were signed and picked up today by Kera Ferrero, who was instructed to have signed by Adams County and recorded, and to supply receipt of recording to the Township. No receipt has been received.

Brett Riegelman with Petrus Holdings asked the status of proposed Amendment to Zoning. Supervisor Gordon responded the Board asked Adams County to develop, following which the Solicitor will review, and then will be sent to the Planning Commission for review.

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.

- Planning Commission – March - 23, 2021
- Board of Supervisors Meeting – April 6, 2021
- Parks and Recreation Commission – April 13, 2021
- Board of Supervisors Meeting April 20, 2021

Adjournment: Supervisor Reamer motioned to adjourn at 7:50 PM. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman