

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
**Board of Supervisors Budget Workshop**  
November 8, 2023

At 5:30 PM Chairman Deardorff called the meeting to order. He announced that the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

**Supervisors Present:** J. Edward Deardorff, Robert L. Gordon, Ryan Picarelli, Douglas Woerner and Coleen Reamer.

**Staff Present:** Secretary/Treasurer Nina Garretson and Roadmaster Ray Herr.

**Public Present:** None

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

**Public Comment:** None.

**Discussion:** Secretary Garretson provided drafts 2024 Budgets of General Fund, State Liquid Fuels and Capital Reserve. She said State Fund she increased retained revenues to reflect current balance. Roadmaster Herr gave estimate for doing 1 mile of Cold Springs Road for \$225,694. Board did not want to do another loan. Further discussion by Board said to replace pipes (\$13,000) and do a half mile estimated to be \$125,847.00. Roadmaster Herr to reconfigure cost.

Discussion of Capital Reserve. Board asked Secretary to obtain cost estimates for equipment.

Board consensus not to make donation to Shining Stars request. Secretary instructed to send them letter.

Board reviewed General Fund line item by line item. Supervisor Reamer asked what was line item 408.310 for \$62,000 for 2023. Secretary said Engineering cost for pole building. Board asked Secretary to follow up with Code Office to see if he would consider continuing with Township for 2024.

General Fund 363.140 Driveway fee increase to \$600.00; Line item 391.100 sale fixed assets increase to \$50,000; line item 402.100 Account services hold for RFP; 404.311 Developer Review reimbursement decrease to \$1,000; increase 405.130 to \$16,640.; increase 406.220 Operating-Office Bldg. to \$25,000; increase 406.340 Advertising to \$10,000; decrease 408.310 Engineering Services to \$20,000; decrease 408.311 to \$0; decrease 408.313 Developer Review Reimbursement to \$7,000; increase 409.073 Office Building to \$51,000; increase 409.237 to \$1,200; increase 409.220 Shop Operating to \$1,000; increase 409.239 cable to \$2,500; decrease 409.260 minor equipment to \$2,500; decrease 409.321 phone to \$3,000; increase 409.327 Radio Equipment to \$800; increase 409.361 Electricity to \$3,000; increase 409.362 water & sewer to \$1,200; increase 409.373 Rep/Mait to Bldg. & Grds Shop to \$4,000; increase 409.730 capital Purchases Bldg. to \$250,000. Increase 414.130 ZHBoard staff to \$8,000; increase 414.140 ZHBoard Clerical to \$800; increase 414.200 Supplies to \$100; increase 430.231 gasoline to \$4,000; decrease 430.234 Diesel reimbursement to \$8,000; increase 430.237 Vehicle Maint inspections to \$1,000; add 430.235 Oil & Def Fluid \$3,000; increase 430.260 small tools to 4,000; increase 430.329 Vehicle Maint (inhouse) to \$5,000; decrease 430.330 Vehicle repair (outsourced) to 1,500; increase 430.400 Driveway Expenses to \$500; increase 430.740 Capital Purchases – Machinery to \$75,000; Stopped at line item 433.

**Public Comment:** 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, unless noted otherwise. Rescheduled changes of date or time will be advertised via the *Gettysburg Times*. Cancellations will be via a notice on the office door and website.

- Parks and Recreation Commission – November 14, 2023
- Board of Supervisors Budget workshop – November 21, 2023 at 6:00 PM
- Board of Supervisors Meeting – November 21, 2023
- Planning Commission – November 28, 2023

**Adjournment:** Vice-Chairman Woerner motioned to adjourn at 6:55 PM. Seconded by Supervisor Picarelli. The motion carried unanimously.

---

Nina Garretson  
Secretary/Treasurer

---

J. Edward Deardorff  
Chairman