

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

July 19, 2022

Board Meeting: At 7:00 PM 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, Robert Gordon, David Martin, and Douglas Woerner. Coleen Reamer excused.

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

Public: Susan Rohrbaugh, Dennis Turner of Camp Eder, Kevin Coutts and Heather Weikel of Strickler Signs.

Approval of the Agenda: Vice-Chairman Woerner motioned to add 8.e Private Lanes. and 8.f Old Waynesboro Road and approve amended agenda. Chairman Deardorff seconded. The motion carried unanimously.

Public Comment: Susan Rohrbaugh, 20 Mickley Lane said she has been concerned with two dead trees at Camp Eder. She explained several limbs have fell and it is a safety concern. Dennis Turner of Camp Eder stated he has someone coming next week to take the two trees down, but asked if the Township could provide flagging assistance. Board consensus that the Township cannot provide flagging. Solicitor Battersby explained to Dennis Turner of Camp Eder that the property owner is liable if the trees cause accident. Mr. Turner left the meeting at 7:10 PM

Kevin Coutts and Heather Weikel of Strickler Signs, New Oxford, PA brought drafts of proposed electric signs and a demonstration board. The Board viewed the electric board from the parking lot and discussed possible locations. It was discussed the number of pixels to use, and determined best to use 10ML which estimated costs are based on. Kevin said they work with townships to help contain costs such as digging footer. He explained the process and equipment used. Board said they will discuss with their budget talks for 2023. They left the meeting at 7:24 PM.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the July 5, 2022 Board of Supervisors Meeting minutes. Supervisor Martin seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby said he has followed up with magistrates office on the 2019 citation issued for 555 Mt Hope Road, which is held in trust. He said the property is in arrears in taxes and suggested the board wait to see if the property goes to tax sale. Supervisor Gordon motioned to table per Solicitors advice, that if no change in ownership, to send the SEO out in October to investigate and take action if needed at that time. Vice-Chairman Woerner seconded. The motion carried unanimously.

Solicitor Battersby stated he did review the Parcel #18B13-0003A—000 Whippoorwill Lane (Deer Tract) – Douglas and David Kump Subdivision plans, current against previous. He said no land is land locked so he would recommend to approve. Plans under review by Planning Commission.

Secretary Garretson reported 335 Swamp Creek – Petrus Holdings Component 3S Sewer Planning Module delivered revised plans today. It was noted that the 4A, 4B and public notice and comments are not included, so the plans are not complete. Secretary Garretson instructed to notify the plans are not complete per Solicitor.

Solicitor is to provide review of Zoning Amendments for Shooting Ranges, RV and Tent Hosting, and Small Wireless.

Vice-Chairman Woerner motioned to approve the Solicitor's Report. Supervisor Martin seconded. The motion carried unanimously. Solicitor left the meeting at 7:38 PM.

Road Report: Roadmaster Herr reported that a new lock was put on maintenance shop gate. Fire Departments said they could not access, although key the same as previous, so he will switch the lock at park entrance for the new Carrolls Tract lock. He reported the skid loader is fixed.

Roadmaster Herr said seal coating invoice came in \$2, 297 over bid due to width on Cold Springs Road. Supervisor Gordon motioned to approve the cost increase and make payment. Vice-Chairman Woerner seconded. The motion carried unanimously. Roadmaster stated they will sweep in August for line painting before school starts.

Roadmaster Herr said a new circuit board is needed for generator. He said Ketterman Electric thinks it may have been hit by lightning strike but there is no notation registered for a strike. He said they do not know when and if they can get parts for repair. Chairman Deardorff motioned to approve new board for generator at an estimated cost of \$3,800. Vice-Chairman Woerner seconded. The motion carried unanimously.

Roadmaster Herr stated they have been working on upper section of Moritz Road, banks are cut back, a section was motor paved and needs base.

Chairman Deardorff motioned to approve back up camera for 2023 Mack at a cost of \$1,000 from Stephenson Equipment. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve Roadmaster report. Supervisor Martin seconded. The motion carried unanimously.

Secretary/Treasurer's Report: Secretary Garretson provided P&L financial reports to the Board prior to the meeting. She stated as of July 15, 2022 the General Fund shows income of \$712,713.63, expenses of \$505,778.77, and net after transfers \$224,486.54. She reported that she received ARPA funds from the distribution of funds left over from municipalities which did not apply. Vice-Chairman Woerner motioned to approve the transfer of \$398.28 ARPA funds from the ACNB general account to the ARPA account as these are restricted. Supervisor Gordon seconded. The motion carried unanimously.

Secretary Garretson said she would like to attend a QuickBooks webinar tomorrow, and seminar August 4, 2022 in Gettysburg for local governments, both hosted by SEK. Chairman Deardorff motioned to approve Secretary Garretson to attend. Vice-Chairman Woerner seconded. The motion carried unanimously.

Board asked about violations of 401 Mt Hope Road. Secretary Garretson reported Constable Beans picked up paperwork, but has not received any update. She said he did state there may be additional fees.

Discussion of Domain.gov which Board consensus to keep current Hamiltonban.com.

Vice-Chairman Woerner motioned to approve advertising budget workshops to begin August 16 and end on November 1, 2022 with a start time of 6:00 PM. Supervisor Gordon seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve Secretary/Treasurer's report. Supervisor Gordon seconded. The motion carried unanimously.

Old/New Business:

Stickler electronic sign – see public comment.

Board requests the Planning and Zoning Commission to review driveway ordinance, then the Board will finalize application.

335 Swamp Creek – Petrus Holdings – see Solicitors report.

Chairman Deardorff motioned to approve a 30-day extension request for septic pumping and inspection for 82 Carrolls Tract Rd. Supervisor Gordon seconded. The motion carried unanimously.

Discussion of private lanes or change them to private streets, how they are set up, and prepared for emergency services. Board consensus to move forward with researching private streets. Solicitor said the current lanes are grandfathered in.

Chairman Deardorff said he spoke with Jeremiah Ott with Fine Line Trim regarding trucks on Old Waynesboro Road. Fine Line Trim will notify their vendors the trucks must come from the east due to sharp turn. Fine Line Trim will notify Chairman when sent.

Discussion items: none

Special Notices: none

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. 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 – July 26, 2022
- Board of Supervisors Meeting – August 2, 2022
- Parks and Recreation Commission – August 9, 2022

Executive Session: Board entered executive session at 8:11 PM for personnel matters. Returned at 8:22 PM.

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8:22 PM. Seconded by Supervisor Martin. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman