

Hamiltonban Township Board of Supervisors  
23 Carrolls Tract Road, Fairfield, PA 17320  
Regular Monthly Meeting Minutes  
August 5, 2008

**Supervisors Present:** Chairman Robert L. Gordon, Vice-chairman James E. Grinder, Police Coordinator Coleen N. Reamer, Supervisor James E. Benner. Supervisor Dale J. Premo was absent due to a death in his family.

**Planning Commission Member Present:** Secretary Doreen Premo and Pamela Wiehagen

**Staff:** Solicitor Matthew Battersby, Zoning Officer Milton Nicks, Secretary/Treasurer LuAnn Dille, EMA Coordinator Donald Wills, Jr., EMA Deputy Coordinator Larry Schneider, and Road Master John Harbaugh.

**Public:** Susan Bourgeois, William Eckert, Sr., George Harbaugh, Jr., Attorney Henry Heiser, III, Richard Holmes, Barbara Nicks, Brenda Rigby, Edward Richardson, Harry and Marilee Rood, Robert Sharrah, Dustin Smith, Darren Tuit, Attorney Charles Zwally, and Rick Fulton from the Gettysburg Times.

At 7:30 PM Chairman Gordon called the meeting to order and welcomed the public to the meeting. Those present recited the Pledge of Allegiance.

The public was invited to comment on the Police Impound Ordinance 2008-06. There was no public comment. Police Coordinator Reamer made a motion to adopt the Police Impound Ordinance 2008-06, seconded by Supervisor Benner. The Board unanimously approved this motion.

**Approval of the Minutes**

Supervisor Benner made a motion to approve the July 2, 2008 Board of Supervisors regular monthly meeting minutes, the Joint Board of Supervisors and Planning Commission meeting minutes of July 15 and 24, 2008, and the Board of Supervisors Workshop July 31, 2008 meeting minutes, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

**Opening of Bids for Old Waynesboro Road and Newman Road with Prevailing Wages**

The following businesses submitted bids for the milling/excavation/paving on Old Waynesboro Road and Newman Road: Wilson Paving, Valley Quarries, Inc., Fayetteville Contractors, Inc., and C. E. Williams and Sons, Inc. Andrew and Sons Excavation submitted a bid for milling/excavation only. There was a discussion on the bids. The Board of Supervisors compared the August asphalt rates. Police Coordinator Reamer made a motion to award the project to the lowest overall bidder which was C. E. Williams, Inc. at an approximate cost of \$146,832.00, seconded by Supervisor Benner. The Board unanimously approved this motion. The Pennsylvania Supreme Court recently ruled that local governments must now pay contracted workers prevailing wages for routine road maintenance projects.

George Harbaugh, Jr., owner operator of Harbaugh Hauling, stated that he had called Labor and Industry three times asking for a prevailing wage rate for an owner

operator, and he researched on the internet. Labor and Industry never returned his telephone inquires, and therefore, he did not submit a bid for the milling/excavation. Mr. Harbaugh asked why the Township was contracting the widening of Old Waynesboro Road instead of using the Township's equipment and labor. Chairman Gordon responded because of the time involved. Milling should be completed within two days. Using Township resources for the widening could take a week or more.

### **Public Comment**

Martin and Martin, Inc.'s Stormwater management specialist William Kicks completed an inspection of the BB Section a couple of weeks ago. Mr. Eckert inquired about the action plan to help resolve some stormwater issues in the BB Section. Chairman Gordon explained that most of the structures were built before stormwater management plans were required. The stormwater has been flowing the same way for ages but now there are houses and lawns the solution is very complex. Some ditch work would decrease the effect of the stormwater in some areas.

Attorney Heiser, representing JDH/Fairfield Market, briefly stated that JDH submitted Preliminary Subdivision and Land Development Plans for Fairfield Market which were returned to Sharrah Design Group, Inc. On July 28, 2008 the Preliminary Subdivision and Land Development Plans for Fairfield Market were returned to the Township by Sharrah Design Group, Inc., with the \$10,000 escrow arriving on July 30, 2008 via the United States Postal Service. It was agreed that the Township will acknowledge the receiving of plans at the August 26, 2008 Planning Commission meeting. Solicitor Battersby asked if JDH had a complete submission. Mr. Sharrah responded yes. This may be determined at the Planning Commission meeting. The planning timetable could begin at this meeting.

The Fairfield Market's sewer issue would be considered at the Planning Commission meeting. Chairman Gordon stated that the Township has several additional concerns about this plan. Presently, at this location, the traffic flow and patterns are not ideal. Any changes with the vacant 17 plus acres will have a tremendous impact on Hamiltonban Township residents. Chairman Gordon stated that the Township has recent approved using TransAssociates as the Township's traffic engineering consultants. Chairman Gordon anticipates this plan will be review by TransAssociates. Mrs. Rigby is concerned about the increase of traffic and lights at her property opposite the proposed shopping center. Mr. Harbaugh stated that he would hope the Township will enforce the proper stormwater management controls. Attorney Zwally stated these concerns were addressed in the current plan.

### **Planning Commission**

Police Coordinator Reamer made a motion to approve a 90-day extension for Old Orchard Estate's Subdivision Plan on Mount Hope Road as requested, seconded by Supervisor Benner. The Board unanimously approved this motion.

Supervisor Benner made a motion to grant final plan approval for the Liberty Tower's Land Development Plan for a cell tower off French Lane with proper bonding for the private road and stormwater management plan, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

### **Solicitor's Report**

Chairman Gordon made a motion to advertise for possible adoption of the Holding Tank Ordinance 2008-07 at the September 2, 2008 Board of Supervisors regular meeting, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to advertise for possible adoption of the Police Department Inter-municipal Agreements and the adoption of the corresponding Ordinance 2008-08, seconded by Supervisor Benner. The Board approved this motion with Vice-chairman Grinder opposing the motion.

The Board would like to amend the 2001-06 Well Ordinance to include regulations for geothermal wells. The Board and Zoning Officer Nicks will continue to refine the amendments.

Vice-chairman Grinder suggests that all building permits be approved by the Planning Commission.

Zoning Officer Nicks stated that Police Officer Larmer gave him a list of 14 items of possible violations. Police Coordinator Reamer stated that Police Officer Larmer made those observations as she was paroling the Township. Zoning Officer Nicks stated that in the past the Township only responded to junk vehicles when there were complaints received at the Township.

At 8:38 PM Solicitor Battersby departed the meeting.

### **Zoning Officer's Report**

Zoning Officer Nicks gave the following July 2008 Zoning Officer's Report. He issued nine permits. He issued one permit for a well, a front porch, and a swimming pool and six Use and Occupancy Permits. He attended the Board of Supervisors, Planning Commission, and the Joint Board of Supervisors and Planning Commission public meetings. He met with Land and Sea, LLC. for a final permit. He completed two final well inspections and three inspections for possible construction without proper Hamiltonban Township's building permits. He had a meeting with Supervisor Premo and Mr. Rood concerning zoning forms to be available on the Hamiltonban Township's website. He investigated Officer Larmer's observation list.

Zoning Officer Nicks stated that there is a gray area in the Uniform Construction Code on temporary swimming pools not needing to be inspected.

Zoning Officer Nicks worked 34.75 hours; traveled 128 miles, had 53 telephone calls, and long distance charges of \$12.49. Supervisor Benner made a motion to approve the July 2008 Zoning Officers' Report, seconded by Chairman Gordon. The Board unanimously approved this motion.

### **Road Report**

Road Master Harbaugh gave the following July 2008 Road Report:

1. Jason Kuykendall started full-time employment on July 7, 2008 and Grover Beasley started part-time, on as needed basis for a short time period on July 11, 2008.
2. The ditches were cleaned with the Bobcat from Whipoorwill Lane to the top of the hill on Cold Springs Road.

3. The Road Crew formed and poured concrete head walls at washed out crosspipes on Cold Springs Road.
4. The Road Crew moved concrete pipes at the gas line on Mt. Carmel Road to the Spence's Migrant Camp.
5. The Road Crew filled in drop off areas at road edges with rip-rap on 2100 block of Mt. Hope Road (D.E. Sites).
6. Road Master Harbaugh checked a property on the 1200 block of Mt. Hope Road for a driveway permit. A crosspipe will be required after construction is completed.
7. The Road Crew cleaned the stormwater grate on the 600 block of Mt. Hope Road at Old Orchard Estates Proposed Subdivision property. The Road Crew spread seed and straw on the bank where it was washed out.
8. The Road Crew cold patched curb boxes on Beechwood Drive after a call from a resident.
9. Road Master Harbaugh met with a resident on Sour Mash Trail to discuss with them making ditch/washout repairs.
10. The Road Crew weed-whacked around signs, delineators, crosspipes, and intersections on all township roads. The Road Crew installed several red delineators at crosspipes where none were present and removed several white ones that were too close together.
11. Road Master Harbaugh authorized the release of \$300 from the McClain's Escrow Account. The McClain's completed the blacktopping patch on Zoo Road at the area that the resident trenched for a drainage pipe.
12. The Road Crew cold patched Hickory Bridge Road, Cold Springs Road, and Old Waynesboro Pike at rebased areas.
13. The Road Crew used the tractor/mower to mow the new facility boundaries and remarked boundary stakes.
14. The Road Crew trimmed the bushes at the Township's office and hauled away the debris.
15. The road edges on Mount Hope Road, Gum Springs Road, Old Waynesboro Road, BB Section, Zoo Road, Knox Road, Hickory Bridge Road, Lower Cold Springs Road, and Bull Frog Road have been mowed.
16. The police impound lot's new stone base is finished. The aggregate was donated by Valley Quarries, Inc.
17. The Road Crew was called in three times for tree limbs on: Mount Hope Road, Gum Springs Road and an entire tree laying on telephone wires on Zoo Road. Road Master Harbaugh called the telephone company after removing limbs to the wire, but could not safely remove entire tree from those wires on Zoo Road.
18. Road Master Harbaugh met with Carroll Valley's Road Master Weikert and a Carroll Valley Police Officer at Jacks Mountain Road to check the covered bridge. A semi-truck that was too tall drove thru the bridge and damaged it. Carroll Valley Police Department filed charges.
19. The F-350 Ford Pick-up Truck was washed, waxed, and detailed inside. The tires were rotated and the truck was inspected.
20. The Peterbilt tailgate side plates were drilled and reinstalled.

21. The 2000 Police Cruiser was washed, waxed, and detailed inside. The fuel filter, oil filter and oil were changed. The serpentine belt was replaced and flashlight charger was fixed. Scott's Body Shop cleaned the throttle body. Davidson Motors is replacing the cracked intake manifold, and installing new valve cover gaskets.
22. The 1997 Police Cruiser was washed, waxed and detailed inside. A bare wire on spotlight was repaired.
23. The Bobcat was greased and had the cabin air filters replaced.
24. The Bobcat discharge broom brushes were replaced.
25. The John Deere backhoe was greased.
26. The Case loader had two new batteries and two cables installed.
27. CDL Coordinator James Grinder went over CDL paperwork with the Road Crew employees.
28. Road Master Harbaugh started doing inventory of equipment/attachments and supplies at the maintenance facility.
29. The Township had two people complete a total of 55 hours of Community Service at the Orrtanna Treatment Plant and around the Township.
30. Road Master Harbaugh ordered and received high visibility hats for road crew employees and flaggers.
31. The tractor /mower fittings and hydraulics were repaired on August 5, 2008 for \$43.

Vice-chairman Grinder would like to purchase a new police vehicle because of all the repairs to the 1997 and 2000 Ford Crown Victoria.

Road Master Harbaugh stated the following are upcoming projects:

1. The Road Crew will trim overhanging branches and limbs from Township roads.
2. The Road Crew will install red delineators at unmarked crosspipes.
3. The Road Crew will continue mowing road edges on Upper Cold Springs Road and South Mountain area. The tractor/mower's leaking hydraulic fittings have been replaced.
4. The Road Master will continue taking notes of possible problem trees along roads. He is obtaining names and addresses of those property owners.

Chairman Gordon made a motion to approve permanently John A. Harbaugh, Jr. as the Hamiltonban Township's Road Master with a \$.50 hourly rate increase for a new hourly rate of \$16.50 per hour, since he has successfully completed his 90-day probation period, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Police Coordinator Reamer made a motion to approve the July 2008 Road Master's Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

### **Sewer Report**

Road Master Harbaugh gave the following July 2008 Sewer Report:

1. Columbia Gas removed their lock from the Orrtanna Treatment Plant gate.
2. The Road Crew spread grass seed and straw around the perimeter of the chain-link fence that was leveled by the Bobcat.
3. The Community Service person is still cutting and pulling vines from the fence.

4. The sump pump in the drywell was replaced after it stopped working. The floor of the drywell was washed down.
5. The LCD display went out on autodialer as it can not be repaired, a replacement has been ordered.
6. A Community Service person used his D.R. mower to mow banks and inside fence area.

Chairman Gordon made a motion to approve the July 2008 Sewer Report, seconded by Supervisor Benner. The Board unanimously approved this motion.

### **Treasurer's Report**

Chairman Gordon stated that at the July 31, 2008 Board of Supervisors Workshop meeting there were several line account changes suggested to amend the Hamiltonban Township's 2008 Budget. When the changes are finalized, the Board of Supervisors will adopt a resolution for the changes.

Chairman Gordon made a motion to transfer the first certificate of deposit due today back into the general PLGIT Account and the second certificate of deposit due tomorrow to be renewed for 90 days, seconded by Supervisor Benner. The Board unanimously approved this motion.

Chairman Gordon made a motion to approve the July 2008 Treasurer's Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

August 2008	Income	Expenses	Transfer	Balance
<b>General Account</b>				
ACNB Checking	\$25,869.08	\$27,304.76	\$98,000	\$ 12,666.50
ACNB Savings	5.01			20,962.70
PLGIT	246.79			236,608.85
PLGIT CD	1,361.26		98,000	98,000.00
PLGIT CD FEMA				<u>98,000.00</u>
Total Assets				\$466,238.05
<b>Sewer Account</b>				
ACNB Checking	\$787.50	\$1,425.26		\$ 44.62
ACNB Savings	1.49			6,221.30
PLGIT	8.74			<u>14,134.80</u>
Total Assets				\$20,400.72
<b>State Liquid Fuels</b>				
PLGIT	\$41.75			\$ 22,621.68
Emergency PLGIT	9.82			5,317.83
PLGIT Short-term				<u>112,108.05</u>
Total Assets				\$140,047.56

### **Approval of Expenditures**

Police Coordinator Reamer made a motion to approve the July 2008 Expenditure Report, seconded by Chairman Gordon. The Board unanimously approved this motion. The Township received notice that the Adams County Library Fairfield Branch's lease has renewed with a price increase of approximately \$500 to Hamiltonban Township for 2009.

### **Secretary's Report**

Secretary/Treasurer Dille thanked Supervisor Premo and Mr. Rood for the new improved website. Supervisor Benner made a motion to approve the Secretary's Report, seconded by Chairman Gordon. The Board unanimously approved this motion.

### **Police Report**

Police Coordinator Reamer distributed Officer Larmer's July 2008 Police Report. Officer Larmer responded to 63 service calls. She had two arrests, five investigations, three traffic arrests, issued four warnings, and had five criminal citations. She traveled 1,156 miles, used 100.5 gallons of gas for 11.51 miles per gallon of fuel.

Police Coordinator Reamer made a motion to adopt the Police Department Standard Operation Plans by Resolution 2008-20, seconded by Chairman Gordon. The Board unanimously approved this motion.

Supervisor Benner made a motion to approve the July 2008 Police Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

### **EMA Report**

EMA Coordinator Wills reported that ACVESA has established a new no-show policy. Most ACVESA classes are funded through different agencies and there are no charges for volunteers to attend trainings. The new policy states that a fee will be charged to a student who registers for class but does not attend the training. EMA Coordinator Wills and EMA Deputy Coordinator Schneider will be attending NIMS 100 training.

There will be a natural gas pipeline safety dinner meeting that will be attended by EMA Coordinator Wills, EMA Deputy Schneider and others.

The Hamiltonban Township's EMA Committee is continuing to update the Township's emergency plan. Adams County EMA Department would like a copy of the finished plan to use as a role model for Adams County.

Police Coordinator Reamer made a motion to approve the July 2008 EMA Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

**Old Business** None at this time.

### **New Business**

Chairman Gordon made a motion to extend the IESI, Inc.'s solid waste contract with the Township for one year without a price increase, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Chairman Gordon made a motion to form a committee of Police Coordinator Reamer and Supervisor Premo to make presentations to the neighboring municipalities as to the importance of maintaining the forest of the formal Glatfelter Tree Farm #1, seconded by Vice-chairman Grinder. The Board unanimously approved this motion. This area is a very important watershed for the entire county.

The Township will follow the Federal mileage allowance as approved at the January 2008 re-organization meeting. The Federal allowance has recently been increased to \$.585.

**Adjournment**

At 9:46 PM Supervisor Benner made a motion to adjourn the meeting, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

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LuAnn M. Dille  
Secretary/Treasurer

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Robert L. Gordon  
Chairman