

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

November 21, 2023

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, Douglas Woerner, Coleen Reamer, Robert Gordon and Ryan Picarelli.

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

Public: Andrea Grabenstein with the *Emmitsburg News Journal*, Tim Senseney, Karl Pietrzak, with Destination Gettysburg!

Approval of the Agenda: Vice-Chairman Woerner motioned to add 6.d. Tax millage adjustment 2024 and to approve amended agenda. Supervisor Picarelli seconded. The motion carried unanimously.

Public Comment: Tim Senseney, 120 Scotch Trail stated what transpired in October 2023 with Liberty Township Police in Hamiltonban Township. He said Liberty Township Police were patrolling in Hamiltonban Township. Solicitor Battersby explained that until the case is resolved, it would be premature of him to give the Board of Supervisors advice. Mr. Senseney left at 7:10 PM.

Karl Pietrzak, Destination Gettysburg! Said he was returning to again speak of Civil War Signs in Hamiltonban Township. He has gotten funding for the signs and wants to install one along Carroll's Tract Road at the Woerner property. Board advised that this is a state road and he must be outside the PennDOT right of way. Supervisor Reamer said he needs to obtain permit from Zoning Officer. Supervisor Reamer motioned to approve and waive the permit fee for the sign permit. Supervisor Picarelli seconded. Vice-Chairman Woerner abstained. The motion carried. Karl said he may be looking at the sign on Gum Springs Road in another year when he has secured fundraising. The cost of the sign is \$2,600.00 with an annual maintenance fee of \$200.00. Mr. Pietrzak left the meeting at 7:17 PM.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the November 8, 2023 Board of Supervisors Budget Workshop and Regular Meeting minutes. Supervisor Picarelli seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby said he will check into settlement with New Enterprise Stone Lime Co.

Discussion of Carroll Valley Police and Liberty Township Police patrolling in Hamiltonban Township. Board instructed Solicitor to send letters to both municipalities advising them of the boundary lines.

Solicitor Battersby asked if 1661 Cold Springs Road obtained a driveway permit. Secretary will check file. Letter was sent to correct driveway as it washes out on road. Roadmaster Herr said he met with Mr. Kalathas and explained that he was not correctly installing paved apron. Board is asking Solicitor to follow up and have driveway corrected as it presently is safety issue, a swale is needed and flush with road, and so water does not washout on to township road.

Vice-Chairman Woerner motioned to accept the Solicitors Report. Supervisor Reamer seconded. The motion carried unanimously. Solicitor left the meeting at 7:36 PM.

Old/New Business: Discussion of RFP for Auditor submission by SEK CPAs & Advisors. Board asked Secretary to following up with depositories to make sure they are okay accepting the DCED audit and get in writing, along with quote from current CPA. Tabled until next meeting.

Discussion of RFP for Zoning, Building and Code Officer submission by PA Municipal Code Alliance. Secretary Garretson explained the current Code Officer will continue to serve on an as needed basis, but Township would need to add to payroll. Tabled until next meeting.

Supervisor Reamer presented the Board with information for planting plans for the Hamiltonban Community Park. She explained that ACCD will provide plant trees and bushes, and another company will come plant and maintain, but must have minimum amount of space. She said they plant 10 feet apart so that can mow, and in the retention pond the plants would survive. Supervisor Reamer will need to take to Township Engineer to see if this could include the infiltration pond. Board said to have Township Engineer review.

Supervisor Reamer motioned to increase the tax millage rate for 2024 by quarter mill for real estate due to rising cost and to help balance budget. Chairman Deardorff seconded. The motion carried unanimously.

Roadmasters Report:

Roadmaster Herr said there are options regarding the new truck which is at J&J for upfit. He has been trying to get answers, but Stevenson said we may be able to have bed built at another facility. He will keep Board posted. Supervisor Gordon said the contract should be reviewed.

Roadmaster Herr asked Board if heaters can be serviced by Thomas. Board consensus to have done. He said mowing is done. Will start boom mowing after vacation.

Vice-Chairman Woerner motioned to approve Roadmasters report. Supervisor Reamer seconded. The motion carried unanimously.

Secretary/Treasurer's Report: Secretary Garretson provided P&L financial report for general fund to the Board prior to the meeting. She stated as of November 21, 2023 the General Fund shows income of \$902,209.70 expenses of \$976,756.18, and net after transfers \$65,453.52. She said has over \$71,000 in general but upcoming mortgage payment. She will send out Bridge reports for Mt. Hope and Gum Springs Roads.

Secretary Garretson said Comcast has started installation and will finish this week. She said the emails still need to be updated. She will send out information on costs, as most are charging monthly.

Supervisor Reamer asked about how much Township needs to maintain at F&M Trust. Secretary Garretson said last loan required \$500,000 but she will check.

Supervisor Gordon motioned to approve Planning Commission member to attend PEI webinars at a cost of \$25. each. Vice-Chairman Woerner seconded. The motion carried unanimously.

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

Discussion items: Chairman Deardorff motioned to hire Road Department worker Craig Naugle at \$18.00 per hour on a 90-day probation period. Vice-Chairman Woerner seconded. The motion passed unanimously.

Discussion of Christmas luncheon which no taxpayer funds are used. Board looked at December dates. Supervisor Reamer said that day for employees should be shortened.

Chairman Deardorff said Board should consider what to do with two Township owned lots in BB Section. Possibly subdivide and sell one lot. Supervisor Reamer said one lot with well added in case needed.

Special Notices: Secretary reminded the hearing for SALDO Amendments – Private Lanes December 5th.

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 – November 28, 2023
- Hearing – SALDO Amendments – December 5, 2023 at 6:30 PM
- Board of Supervisors Meeting – December 5, 2023
- Parks & Recreation Commission – December 12, 2023

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8:25 PM. Seconded by Supervisor Reamer. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman