

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Monthly Meeting Minutes
September 7, 2010

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public to the meeting. The Pledge of Allegiance was recited. He announced that the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Supervisors Present: Chairman Robert L. Gordon, Vice-chairman Coleen Reamer, Supervisor James E. Grinder, Supervisor Harry Rood, and Supervisor Douglas Woerner.

Commission Members Present: Planning Commission Secretary Doreen Premo, and Recreation and Parks Commission Treasurer Nick Myers.

Staff Present: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John Harbaugh, EMA Coordinator Don Wills, EMA Deputy Coordinator Herbert Milligan, and Police Officer Juanita Larmer.

Public Present: Carroll and Lynn Martin, and Dave Martin and Richard Ginn, III of the Fountaindale Volunteer Fire Company.

Public Hearing: A public hearing was held with regard to the seven year review of the Hamiltonban Township Agricultural Security Area. Hearing no concerns from the public, Vice-chairman Reamer motioned to approve Resolution 2010-22; Resolution for the Seven Year Review of the Hamiltonban Township Agricultural Security Area. Supervisor Woerner seconded. The motion carried.

Approval of the Agenda: The Board of Supervisors unanimously approved the Agenda with the additions of 12 d, e, and f under New Business; illegal business on Cold Springs Road, health insurance, and a request for a gate by Columbia Gas, respectively.

Approval of the Minutes: Supervisor Woerner motioned to approve the August 3, 2010 Board of Supervisors Meeting Minutes and the August 26, 2010 Board of Supervisors Workshop Meeting Minutes. Supervisor Rood seconded. The motion carried. Chairman Gordon noted that at the end of the August 26th workshop an executive session was held to discuss a personnel matter.

Public Comments: There was no public comment. Chairman Gordon decided to move items up on the Agenda to accommodate the public that was present at the meeting.

Mr. and Mrs. Martin submitted a Customary Home Occupancy Application to request permission to open their home for use as a bed and breakfast. Supervisor Woerner motioned to approve the Customary Home Occupancy Application. Vice-chairman Reamer seconded. The motion carried. Mr. and Mrs. Martin left the building at 7:10 PM.

Robert Ackors Jr. submitted a Customary Home Occupancy Application to request permission to open his home for use as a professional taxidermy studio. Supervisor Rood motioned to approve the Customary Home Occupancy Application. Supervisor Grinder seconded. The motion carried.

Fire Company Report: Chief David Martin of the Fountaindale Volunteer Fire Department submitted his reports for July and August prior to the meeting. The Board briefly discussed with Chief Martin the Department happenings. Chief Eric Nagle of the Cashtown Community Fire Department submitted his formal report for August prior to the meeting. Supervisor Woerner motioned to approve the fire companies' reports. Supervisor Rood seconded. The motion carried.

EMA Report: EMA Coordinator Wills submitted his formal report at the meeting. Mr. Wills and Mr. Milligan have been attending various training seminars throughout the month. Supervisor Woerner motioned to approve the EMA Report. Vice-chairman Reamer seconded. The motion carried.

Solicitor's Report: Solicitor Battersby submitted his formal report at the meeting. Solicitor Battersby is redrafting a holding tank agreement for a Township citizen. He addressed Legislative Act 46 of 2010 – The Permit and Approval Extension Act and how it affects the Township. He mentioned that the Borough of Fairfield is completing their Subdivision and Land Development Ordinances revision and would like to meet with the Hamiltonban Township Planning Commission to discuss the amendments. He also mentioned that the Board should hear something from the Lobbyist by the end of the month regarding funding for the Township Campus Project.

Item 12 d under New Business was discussed with Solicitor Battersby. Chairman Gordon motioned to direct Secretary/Treasurer Feiler to contact and direct the Township's Zoning Officer, Police Officer and Solicitor Battersby to take any necessary actions to close down the illegal business operation on Cold Springs Road. Vice-chairman Reamer seconded. The motion carried.

Supervisor Rood motioned to approve the Solicitor's Report. Supervisor Woerner seconded. The motion carried.

Planning Commission Report: Planning Commission Secretary Premo submitted her formal report prior to the meeting. The Board discussed the Carroll Valley Farms Land Development Plan with regard to lots in the Agricultural District and their relation to the Clean and Green Program. Supervisor Woerner motioned to approve the Fairfield Municipal Authority Land Development Plan as final. Supervisor Rood seconded. The motion carried. Supervisor Woerner motioned to approve the Planning Commission Report. Supervisor Grinder seconded. The motion carried.

New Business: Chairman Gordon motioned to approve New Oxford Borough's request for support to be the Public, Educational and Government Access channel representative. Vice-chairman Reamer seconded. The motion carried.

The Board discussed with Solicitor Battersby, Columbia Gas's request to install two gates in the fence at the Orrtanna Treatment Plant so that they may access their right-of-way. Solicitor Battersby left the building at 7:45 PM.

Road Report and Sewer Report: Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. The Board of Supervisors discussed the seal coating road project and various items on the road report. Road crew employee David Woerner handed in his resignation on August 20, 2010. Chairman Gordon motioned to accept David Woerner's resignation as a road crew employee effective September 8, 2010 and to employ Bryan Westfall as the new full-time road crew employee at \$13.50 per hour with no health insurance and to start work on September 20, 2010. Supervisor Rood seconded. The motion carried. Supervisor Woerner motioned to approve the Road Report. Supervisor Rood seconded. The motion carried.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. He added that we are working on obtaining bids for pumping of the lagoon at the Orrtanna Treatment Plant. Vice-chairman Reamer motioned to approve the Sewer Report. Supervisor Woerner seconded. The motion carried.

Recreation and Parks Commission (RPC) Report: RPC Secretary Premo submitted her formal report prior to the meeting. Vice-chairman Reamer motioned to approve the amended RPC Bylaws with the addition of a Treasurer. Supervisor Woerner seconded. The motion carried. RPC Treasurer Nick Myers submitted to the Board the RPC Treasurers report and a request for more budget funds for 2011. Supervisor Rood motioned to approve the RPC report. Supervisor Grinder seconded. The motion carried. Mr. Myers left the building at 8:35 PM.

Tax Collection Committee (TCC) Report: Alternate Voting Delegate Premo submitted her formal report at the meeting. The Hamiltonban Township proposed motion to request an audit every five years was withdrawn due to the fact that the Management Committee stated that there would be an annual audit. Vice-chairman Reamer motioned that the Adams County TCC Bylaws be amended to require that the Management Committee do an annual review of the Tax Collection Agency performance and fees. Supervisor Rood seconded. The motion carried. A discussion followed. Chairman Gordon motioned to approve the TCC Report. Vice-chairman Reamer seconded. The motion carried.

New Business: In an effort to reduce Township costs and save taxpayer money, Chairman Gordon motioned to increase-the self-insurance deductible on the health insurance policy from \$1,000 to \$3,000. Vice-chairman Reamer seconded. The motion carried.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report prior to the meeting. The Board of Supervisors reviewed the Zoning Officer's report. Vice-chairman Reamer motioned to approve Zoning Officer's Report. Supervisor Woerner seconded. The motion carried.

Code Enforcement Officer's Report: Mr. Dave Lutz submitted his formal report prior to the meeting. The Board of Supervisors reviewed the Code Enforcement Officer's report and discussed how to address code enforcement issues on private lanes. Vice-chairman Reamer motioned to approve the Code Enforcement Officer's Report. Supervisor Rood seconded. The motion carried.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Feiler submitted her formal report prior to the meeting along with the August 2010 expenditure reports. The Board of Supervisors discussed the Treasurer's report and financial statements. Supervisor Woerner motioned to approve all expenditures for the month of August 2010. Supervisor Rood seconded. The motion carried. Supervisor Woerner motioned to approve the Treasurer's Report. Supervisor Grinder seconded. The motion carried.

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report prior to the meeting. Vice-chairman Reamer motioned to approve the Secretary's Report. Supervisor Woerner seconded. The motion carried.

Police Report: Officer Larmer submitted her formal report prior to the meeting. For the month of August 2010 there were 52 complaints or service calls, 3 arrest and 4 investigations. She traveled 1,202 miles and used 114.6 gallons of fuel. Officer Larmer participated in the 6th Annual Cashtown Community Day Parade and completed the Active Shooter training course. Supervisor Woerner motioned to approve the Police Report. Supervisor Rood seconded. The motion carried.

Old Business: Roadmaster Harbaugh asked if any of the Supervisors would like to attend the Risk Management and TORT Liability course on September 16th in Gettysburg from 8AM – 12PM.

Township Meeting Dates: All public meetings are held at the local prevailing time of 7:00PM at 23 Carrolls Tract Road, Fairfield, PA. Rescheduled changes of date or time will be advertised via *The Gettysburg Times*. Cancellations will be via a notice on the office door.

- Recreation and Parks Commission meeting is scheduled for September 8, 2010.
- Planning Commission meeting is scheduled for September 28, 2010.
- Board of Supervisors Workshop meeting is scheduled for September 30, 2010.
- Board of Supervisors meeting is scheduled for October 5, 2010.

Special Notices: None.

Adjournment: At 8:55PM Vice-chairman Reamer motioned to adjourn the meeting. Supervisor Rood seconded. The motion carried.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman