

## **Hamiltonban Township Board of Supervisors**

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

June 5, 2018

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

**Supervisors Present:** J. Edward Deardorff, Douglas Woerner, LuAnn M. Dille, Robert Gordon and David B. Martin.

**Staff:** Solicitor Matthew Battersby, and Secretary/Treasurer Nina Garretson.

**Public:** Kim Patrono of Apple Leaf Abstracting, Shawn Graff, Archie Graff, Mike Pue, Betty Pue, and John Messeder of the *Gettysburg Times*. Coleen Reamer and Duane Williams were present but did not sign in.

**Approval of the Agenda:** Board approved.

**Public Comment:** Attorney Kim Patrono of Apple Leaf Abstracting stated he was representing Al Dente from Delaware, who owns several lots off of Lighting Trail. Kim handed out maps of the subdivision and discussed the shared driveway. He stated Lot #2 is sold and Lot #3 is under contract. The cul-de-sac is 25-26 feet short of the right of way. He said he client would be willing to sign a road agreement to maintain the area. Chairman Deardorff said the Board would take under advisement and discuss. Patrono left at 7:10 PM.

Archie and Shawn Graff addressed the Board regarding their Home Occupation Permit Application. They want to do an AirBnB at their home at 390 Carrolls Tract Road. The Zoning Officer has stated the current wording on the application, for board house, could not be used as it is not permitted. The Solicitor reminded them there are pillow tax issues and safety concerns which the Adams County Commissioners are reviewing at this time. Per the Solicitors recommendation, and since the draft Zoning Ordinance discussion continues, the Board tabled their decision for further discussion and investigation. Supervisor Gordon will contact Adams County Planning regarding this. The Graffs left at 7:18 PM.

**Approval of the Minutes:** Vice-Chairman Woerner motioned to approve the minutes of the April 17, 2018 Special Meeting of Board of Supervisors and Franklin Township; the May 1, 2018 Board of Supervisors Meeting; and the May 31, 2018 Board of Supervisors Workshop Meeting. Supervisor Martin seconded. The motion carried unanimously.

**Solicitors Report:** Solicitor Battersby asked the Secretary to forward all documents regarding the Reed Bridge repairs and bond notification letters sent by C.S. Davidson. All files have been turned over to the Township Engineer, Fred Heerbrandt of Wm. F. Hill & Associates. He will follow up with the bond company and Shiloh Paving.

Discussion on a Right to Know request which was received by the Secretary. The Solicitor stated this is "phishing" for data which some agencies abuse. The Township must and will provide the information requested.

Supervisor Gordon motioned to approve the Township Solicitor proceed with McNees, Harrisburg, specialized tax attorneys for tax guidance and assistance for the Hamiltonban Municipal Sewer Authority dissolution at a projected cost of \$5,000.00. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

Vice-Chairman Woerner motioned to accept the Solicitors Report. Supervisor Martin seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:25 PM.

**Road Report:** Roadmaster Herr's report was received by the Board in their Board packets. Road Coordinator Supervisor Chairman Deardorff reported that the Township was represented at the 811 Meeting recently held in Gettysburg. A committee is being formed and they plan on meeting twice yearly. Fairfield Landscaping dug holes for the signs erected on Waynesboro Road for the joint project completed between the Township and Specialty Granules. The Road Department has been busy with ditch and shoulder work; a second mowing will be done soon; seal coating should be done in six weeks; new brakes and pairs were done on the 06 Peterbilt; repairs for the backhoe will be brought back to the Board; after current project completed an evaluation will be done to plan for more work. Vice-Chairman Woerner motioned to approve the Road Report. Seconded by Supervisor Martin. The motion carried unanimously.

**Treasurer's Report and Formal Approval of all Expenditures for the Month:** Secretary/Treasurer Garretson submitted her formal report prior to the meeting for the Board of Supervisors review along with the May 2018 financial statements for all accounts. Vice-Chairman Woerner motioned to approve all expenditures for the month and accept the Treasurer's Report. Supervisor Gordon seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned approve a donation of \$200.00 to the Fairfield Fire & EMS for the use of their facilities. Supervisor Martin seconded. The motion carried unanimously.

**Secretary's Report:** Secretary/Treasurer Garretson submitted her formal report prior to the meeting. Vice-Chairman Woerner motioned to accept the Secretary's Report. Supervisor Dille seconded. The motion carried unanimously.

**New Business:** Supervisor Gordon motioned to approve excusal request for septic pumping submitted 1503 Iron Springs Road. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

Vice-Chairman Woerner motioned to accept and award the On Road Diesel and Gas bid for the locked in price, as needed, to Talley Petroleum. Seconded by Supervisor Martin. The motion carried unanimously.

Vice-Chairman Woerner motioned to accept and award the Cold Patch Materials bid to the most responsible for the Township's purposes to New Enterprise Stone & Lime. Seconded by Supervisor Martin. The motion carried unanimously.

Supervisor Gordon motioned to appoint Supervisor Chairman Deardorff to the Agricultural Security Commission. Vice-Chairman Woerner seconded. The motion carried unanimously.

**Planning Commission Report:** Draft Planning Commission minutes for May were distributed to the Board prior to the meeting. Supervisor Gordon motioned to approve the extension request for Adams Electric - Mt. Hope Substation Subdivision plans by Sharrah Design Group. Vice-Chairman Woerner seconded. The motion carried unanimously.

**Joint Parks and Recreation Commission Report:** Draft Joint Parks and Recreation Commission minutes for May were distributed to the Board prior to the meeting. Coleen Reamer reported that the notice to proceed for Stage II has been received from DCNR, and that the Fairfield Football team will be installing the rail fence on Saturday.

Supervisor Gordon motioned to waive the sign application permit fee for Hamiltonban Community Park. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to obtain three quotes for electric service for the Hamiltonban Community Park pavilion. Seconded by Supervisor Martin. The motion carried unanimously.

**EMA Report:** Chairman Deardorff and Supervisor Dille will attend the FREMA meeting on June 18<sup>th</sup>.

**Fire Company Reports:** Cashtown Fire Company report received by the Board prior to the meeting.

**Zoning Officer's Report and Code Enforcement Officer's Report:** Zoning Officer submitted a formal report for the month of May prior to the meeting, which noted six permits issued, and included the Code Enforcement Officer's report. Vice-Chairman Woerner motioned to accept the Zoning Officer's and Code Officer's reports. Supervisor Martin seconded. The motion carried unanimously.

**Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO):** Supervisor Gordon reported the Adams County Historical Society gave the presentation at the May meeting. They are looking for a new location. The County Bridge Engineer will be giving the June presentation.

**York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC):** no meetings - no report.

**Pennsylvania State Police Report.** The May report was received the by Board prior to the meeting. The report showed 51 calls. Supervisor Gordon reported that they are preparing for a new facility as presented at the COG meeting.

**Special Notices:** 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 otherwise noted. Rescheduled changes of date or time will be advertised via the *Gettysburg Times*. Cancellations will be via a notice on the office door.

- Parks and Recreation Commission - June 12, 2018.
- Special Joint Board of Supervisors & Planning Commission held at the Fairfield Fire & EMS, 106 Steelman Street, Fairfield, PA - June 25, 2018.
- Planning Commission - June 26, 2018.
- Board of Supervisors Workshop - June 28, 2018.
- Board of Supervisors Meeting July 3, 2018

**Public Comment:** none

**Adjournment:** At 7:45 PM Vice-Chairman Woerner motioned to adjourn the meeting. Supervisor Martin seconded. The motion carried unanimously.

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Nina Garretson  
Secretary/Treasurer

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J. Edward Deardorff  
Chairman