

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

April 7, 2015

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

Supervisors Present: Robert L. Gordon, Coleen N. Reamer, Doug Woerner, LuAnn M. Dille, and J. Edward Deardorff.

Staff: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., and EMA Coordinator Don Wills, Jr., and Deputy EMA Coordinator Richard (Sam) Ginn.

Public: Adam McClain of the Adams County Conservation District; Beth Cool, Ron Jones, Laura Goss, Rob Leshner, Sherri DeMartino, and Crystal Durbin of the Adams County Library System; William Gardiner, Code Enforcement Officer; Ron Garis of Beyond All Boundaries; Dave Peters; Maggie Hayward; Matthew McClure; and Doreen Premo.

Approval of the Agenda: The Board unanimously approved the Agenda.

Public Comment: Adam McClain, Watershed Specialist for the Adams County Conservation District spoke of his project of reassessing streams in Adams County. A petition is being submitted by the Watershed Alliance of Adams County to the Environmental Quality Board petitioning to upgrade the value of Tom's Creek from a High Quality Cold Water Fishes to Exceptional Value Cold Water Fishes through the Chapter 23 process. Mr. McClain gave some background on the petition process and stated that there are fifteen items that justify the upgrade of Tom's Creek from Copper Run upstream. With the upgrade, any permitted discharge will be grandfathered in. The only change that property owners will encounter with this upgrade is that there will be a slightly smaller use of Best Management Practices, permitting practices would be remain the same. The enforcement of grey water that is discharged in to the creek was also touched on. Mr. McClain ended by asking the Board if they would join the petition and submit a letter to support the upgrade. Supervisor Deardorff motioned to table this matter and consider Mr. McClain's request at the May 5th Board of Supervisors meeting. Vice-chairman Woerner seconded. The motion carried unanimously. Mr. McClain left the meeting at 7:16 PM.

Beth Cool introduced the representatives of the Adams County Library System, thanked the Board for their past support to the library and asked for their continued support. An update was given with regard to the future of the Library's Fairfield branch. In 2016, the Fairfield branch will be moving from Fairfield Borough to a 2,000 square foot space in the new Carroll Valley Municipal building. The new space will offer a larger area to house more computers and work spaces, a meeting room and area for special programs. Currently, Hamiltonban Township, along with the surrounding municipalities, contributes funds, based on population, to support the library. A change in the contribution amount is not anticipated due to the new facilities. Hamiltonban Township will continue to support the Library. The Library Representatives and Mrs. Hayward left the meeting at 7:32 PM.

Bill Gardiner, Township Code Enforcement Officer for the last four years, announced to the Board that he is leaving Commonwealth Code Inspection Services, Inc. (CCIS), which the Township has an agreement with to provide for enforcement of the Township Nuisance Ordinance. Mr. Gardiner

among others from CCIS will now be working for PA Municipal Code Alliance, Inc. (PAMCA) in Chambersburg, PA. He asked the Board to consider signing on with PAMCA. It was noted that if the Township decides to go with PAMCA, the billing rate will not change and that the closest CCIS office will now be in Manheim, PA. The Board will consider his request. Mr. Gardiner left the meeting at 7:39 PM.

Approval of the Minutes: Vice-chairman Woerner motioned to approve the March 11, 2015 Board of Supervisors Meeting Minutes. Supervisor Reamer seconded. The motion carried unanimously. There was an Executive Session following the March 11th Board meeting to discuss a personnel matter. The originally scheduled March 3, 2015 Board meeting was cancelled due to inclement weather. Vice-chairman Woerner motioned to approve the March 26, 2015 Board of Supervisors Workshop Meeting Minutes. Supervisor Deardorff seconded. The motion carried. Supervisor Reamer abstained as she was not present at the Workshop.

Planning Commission Report: Draft Planning Commission minutes for March meeting were distributed to the Board prior to the meeting. Supervisor Deardorff motioned to conditionally approve the Catherine Sanders Subdivision Plan as recommended by the Planning Commission, based on the completion of the one remaining outstanding comment number three mentioned in the C.S. Davidson, Inc. comment letter of April 2, 2015; that a notation be added to page two of the Plans stating that an eighteen inch squash pipe be placed under the driveway to maintain the water flow of the spring fed stream that flows through the property; and approval of the DEP Planning Module Component I. Vice-chairman Woerner seconded. The motion carried unanimously. Comment number three of the C.S. Davidson, Inc. letter states *In reference to Section 700.C.3 of the SLDO, General Note No. 4 on Sheet 2 should be expanded to verify a full evaluation of wetlands has been completed based on the three factors listed under the referenced ordinance section.* Mr. Garis left the meeting at 7:47 PM.

Solicitor's Report: Solicitor Battersby verbally presented his report at the meeting. He stated that he filed a couple liens against some properties in Orrtanna that have overdue sewer accounts, and that he will be attending a meeting with Rob Thaeler to discuss the Southwest Joint Comprehensive Plan and how it affects the Township's Official Act 537 Sewage Facilities Plan. At 7:49 PM Solicitor Battersby called an Executive Session to discuss a legal matter. At 7:55 PM Chairman Gordon called the Board meeting back to order. Vice-chairman Woerner motioned to accept the Solicitor's Report. Supervisor Deardorff seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:57 PM.

New Business: Supervisor Reamer motioned to adopt Resolution 2015-07: Adopting the Southwest Adams Joint Comprehensive Plan. Vice-chairman Woerner seconded. The motion carried. Supervisor Dille voted against the motion. Although Supervisor Dille believes in the Comp Plan, she does not agree with some of the recreational and zoning items. Adopting the proposed Official Act 537 Sewage Facilities Plan will not impact the Southwest Joint Comprehensive Plan. Included in the Southwest Adams Joint Comprehensive Plan is the Boroughs of Carroll Valley and Fairfield and the Townships of Freedom, Highland, Hamiltonban, and Liberty.

Supervisor Reamer motioned to adopt Resolution 2015-08: Adoption of the Adams County 2015 Hazard Mitigation Plan. Chairman Gordon seconded. The motion carried unanimously. All thirty-four municipalities in Adams County have been asked to adopt the Plan. The Plan which is mandated by the Commonwealth of Pennsylvania must be updated every five years.

Vice-chairman Woerner motioned to execute the Memorandum of Understanding (MOU) between Hamiltonban Township and Franklin Township for bridge repair work to the Moritz/Jack Road bridge. Supervisor Deardorff seconded. The motion carried unanimously. The MOU essentially states that the two Townships will split the cost to repair the shared bridge.

Vice-chairman Woerner motioned to send the draft Highway Occupancy Ordinance, Resolution, and Application to the Solicitor for his review. Supervisor Deardorff seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Feiler submitted her report prior to the meeting along with the March 2015 Check Detail report. The Board reviewed the March financial statements. Secretary/Treasurer Feiler stated that she responded to an email from PSATS asking if the Township had any problems with the Co-Stars salt supplier; delivery of salt was not done in a timely manner. Vice-chairman Woerner motioned to approve all expenditures for the month of March and accept the Treasurer's Report. Supervisor Dille seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her report along with the April calendar prior to the meeting. The Board reviewed the report and calendar. Secretary/Treasurer Feiler added that Alexander's Plumbing & Pumps, Inc. was called to the office to replace a valve on a toilet that was continuously running. Vice-chairman Woerner motioned to accept the Secretary's Report. Supervisor Reamer seconded. The motion carried unanimously.

Road/Sewer Report: Roadmaster Harbaugh verbally presented his Road/Sewer report. He mentioned that the Road Crew has finished filling in pot holes, leveling the roadway and finished ditch work on Knox Road; millings will be put down in the BB Section; the 2005 Peterbilt will have a hydraulic issued fixed; intersections will be swept; and pot holes are being filled with cold patch. The Board has received two out of three Scope of Services requested for the preparation of a bid package for erecting a canopy over the fueling station. Once the third Scope is received a decision will be made as to which engineering firm will be used to prepare the bid package. CDL Coordinator Reamer reminded Roadmaster Harbaugh to periodically review with the Road Crew the CDL Policy to keep them up to date on CDL requirements and procedures. The Board discussed the estimates received for the repair of a dent found on the 2007 Ford F-350 after one of the March snow storms. Supervisor Deardorff motioned to accept T.C. Kruiser's estimate, which was the lowest received estimate, for the repair of the dent on the rear quarter panel of the 2007 Ford F-350 with a cost of \$1,065.72 and to submit a claim to Selective Insurance. Vice-chairman Woerner seconded. The motion carried unanimously. Supervisor Dille speaking as a Fairfield Area School District school bus driver thanked Roadmaster Harbaugh and Road Coordinator Deardorff on the good work they are doing on keeping the roads in good shape. Road Coordinator Deardorff mentioned that the next big road project will be on Knox Road and the second road project will be on Cold Springs Road. Regarding the sewer plant, Roadmaster Harbaugh reported that the module on the effluent pump was replaced along with the float and that everything is now running smoothly at the plant. Vice-chairman Woerner motioned to accept the Road/Sewer Report. Supervisor Deardorff seconded. The motion carried unanimously.

Parks and Recreation Commission Report (PRC): Draft Parks and Recreation Commission minutes for March were distributed to the Board prior to the meeting. Supervisor Reamer motioned to adopt Resolution 2015-09: To apply for a DCNR Grant for the Township Park. Chairman Gordon seconded. Resolution 2015-09 is needed as part of the grant application. The Board discussed the motion put before them. If the grant is awarded, Phase I of the park would begin which includes a play area, pavilion, the beginning of a walking path, fencing around the park, landscaping, ADA provisions for parking, and a foot bridge to take park goers to the common area. The PRC also plans to apply for a DCED Grant and an Adams County Green Space Grant which can be used as matching funds towards the DCNR Grant. Supervisor Dille stated that she does not think that the area besides the maintenance facility is the right place for a park. Supervisor Deardorff reminded everyone that at the March 2015 Board meeting he voted to allow the PRC to move forward with the DCNR grant application but was not voting for a park. To recap, Supervisor Reamer stated that the PRC has been very up front with the Board and that at previous Board meetings, the Board has motioned to allow

the PRC to move forward on the various stages to put the Township park into operation, including applying for the DCNR Grant. She continued by stating that the PRC has complied with the wishes of the Board by adding a fence around the park. The PRC has built partnerships with local businesses for funding and in-kind work, which totals approximately \$25,000. She concluded by saying it is not fair to lead the PRC volunteers on if in the end the Board is not going to approve the Park. Vice-chairman Woerner reiterated that no taxpayer monies will be used for the park. Maintenance of the park was discussed, the Road Crew already mows and maintains the area that is to be the park. Supervisor Dille mentioned vandalism and said that before the park is approved, Phase I of the Township Educational Campus should be completed by erecting a canopy over the fueling station, she also questioned how many people are going to use the park when Carroll Valley Borough has a park. Supervisor Reamer reminded everyone that this project has been in the works since 2006. Chairman Gordon stated that on the RACP Grant Application for the Hamiltonban Township Educational Campus, the application listed establishing a Township park. The RACP Grant was awarded, so now the Board has a commitment to continue with a Township Campus which includes a park. Supervisor Deardorff wanted it to be known that this matter stems from a commitment that was done by a previous Board. The motion on the floor is to adopt Resolution 2015-09 to be submitted as part of the DCNR Grant application for a Township Park. A roll call vote was taken: Chairman Gordon - Yea; Supervisor Reamer - Yea; Supervisor Dille - Nay; Supervisor Deardorff - Abstained. He was reminded that as a Supervisor he has to vote, he can only abstain if he has a conflict of interested with the motion on the table. Vice-chairman Woerner - Yea. Supervisor Deardorff - Yea, he does not agree with the situation but if he votes Nay it will not change anything. The motion passed.

EMA Report: EMA Coordinator Wills and Deputy Coordinator Ginn stated that they were called out for a hazmat incident which involved a mystery substance that was left on the roads in Fountaindale. Sand was put down on the substance to soak it up and provide traction control on the roads. It was noted that Adams County Department of Emergency Services will be issuing identification badges to all EMA Coordinators in the County. Vice-chairman Woerner motioned to accept the EMA Report. Supervisor Deardorff seconded. The motion carried unanimously.

Fire Company Reports: Chairman Gordon went over the March activity reports that were submitted by Cashtown Community Fire Department and Fountaindale Volunteer Fire Department. In the Township, Cashtown responded to one call, and Fountaindale responded to four calls. Cashtown also submitted their Operations Budget vs. Actual report for the year ended February 28, 2015.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of March prior to the meeting. Three building permits were issued: 615 Fairfield Road, 1300 Iron Springs Road, and 3 Spur Trail; one Zoning/Land Use Permit was issued: 311 Tract Road; and one Sign Permit was issued: 4910 Fairfield Road. Vice-chairman Woerner motioned to accept the Zoning Officer's report. Supervisor Dille seconded. The motion carried unanimously.

Code Enforcement Officer's Report: Mr. Bill Gardiner submitted his formal report for the months of January, February and March prior to the meeting. Three out of nine Nuisance Ordinance violations have been cleared. Supervisor Reamer motioned to accept the Code Enforcement Officer's report. Supervisor Dille seconded. The motion carried unanimously. Mr. Wills asked about a property on Iron Springs Road that is in violation of the Nuisance Ordinance. Secretary/Treasurer Feiler will look into this request.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Chairman Gordon stated that at the April COG meeting there will be a discussion about Destination Gettysburg.

Supervisor Reamer asked if anyone would like to make a donation to help fill an ACATO basket with items that represent Adams County to be used as a door prize at the PSATS Convention to let her know.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): There was no report for either entity as there were no meetings in March.

Special Notices:

- a. Hamiltonban Township 10th Annual Highway Cleanup - April 11, 2015.
- b. American Odyssey Relay - May 1, 2015.

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*. Notice of cancellations will be posted on the office door.

- Parks and Recreation Commission - April 14, 2015
- Municipal Authority - April 15, 2015
- Zoning Hearing Board - April 16, 2015
- Planning Commission - April 28, 2015
- Board of Supervisors Workshop - April 30, 2015
- Board of Supervisors - May 5, 2015

Adjournment: At 9:09 PM, Vice-chairman Woerner motioned to adjourn the meeting. Supervisor Deardorff seconded. The motion carried unanimously.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman