

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Regular Meeting Minutes
September 3, 2024

Per Resolution 2018-08: Hamiltonban Township Public Comment Policy; Persons may use audio, stenographic recorders, or video recorders to record all or any portion of the meeting. Any person using such recording equipment at the public meeting shall make a general announcement, prior to the operation of recording equipment, that the meeting shall be so recorded.

Call to Order: The meeting was called to order by Chairman J. Edward Deardorff at 7:00 PM on September 3, 2024 in the Hamiltonban Township Meeting Room. The Pledge of Allegiance was recited by all.

Announcements: Supervisor Deardorff announced we would be adding something to the agenda. This would be a line item in regards to septic pumping and Shealer's Septic Service. The Pippinfest committee is requesting that the secretary add the Pippinfest to the digital sign with the dates.

Approval of Agenda: A motion to approve the agenda as stated was made by Supervisor Woerner, Second by Supervisor Picarelli. Motion passed unanimously.

Attendance: A quorum was achieved with Chairman Deardorff, Vice Chairman Woerner, Supervisor Picarelli and Supervisor Reamer all in attendance. Supervisor Spence was attended via telephone.

Public Comment: None

Approval of Minutes: Motion to approve the minutes of August 20, 2024 by Supervisor Woerner, second by Supervisor Reamer. Motion passed unanimously.

Also Attending: Roadmaster Herr & Secretary Noel.

Solicitor's Report: Discussion in regards to the emails back and forth about a Fairfield Municipal agreement. Solicitor Battersby said when this topic comes up again as we don't know right now what's going to happen with the development around the golf course, we will need an agreement and assurances that they are going to connect to the system. More importantly we need to make sure we are not in a bulk sales agreement where we just buy in and then we are responsible for collecting the money from the property owners and paying the municipal. We need to make sure the agreement contains the language that states that they are going to bill the individual property owners and bill at the same rate as people inside Fairfield Borough. Once they extend outside their own jurisdiction they can charge a different rate, a higher rate. Solicitor Battersby posed a question that he thinks is more for the engineer but would like to know why they are not supplying water as well as usually they go hand in hand. When you don't supply the water, you have no way of knowing what the usage is and therefore can charge a flat rate per household. Supervisor Deardorff said he believes they will be supplying both it just hasn't been discussed at this point. Motion to approve the Solicitors report made by Supervisor Woerner. Second by Supervisor Reamer. Motion passed unanimously.

Old/New Business:

- Seeking approval for Lions Club permit fee waiver, selling apples at Larry Hull's residence. Supervisor Reamer made a motion to approve the waiver. Second by Supervisor Woerner. Motion passed unanimously.
- Need for "School Bus Crossing Ahead" sign along Cold Springs Road. Supervisor Reamer made a motion to approve the sign. Second by Supervisor Woerner. Motion passed unanimously.
- Supervisor Reamer moved to have the secretary add the Pippinfest to the digital sign to advertise along with the dates as requested by the Pippinfest committee of Fairfield. Second by Supervisor Woerner. Motion passed unanimously.

Roadmaster's Report:

- After some discussion Supervisor Spence made a motion to relist the 2006 Peterbilt on Municibid for \$50,000 with a reserve of \$40,000 and if sold the funds go directly to pay down debt on the Mack truck. Second by Supervisor Deardorff. Motion passed unanimously.
- New Building discussion ended with a planned visit to the Maintenance building for the Board to see what extra room may be available in order to put off any talks of a new building until spring.
- Road Work Update: Dirt and Gravel projects are completed afterwards will be repairing some pipes in the BB section and then tree trimming. The Roadmaster asked for approval to rent the chipper and lift for mid-October Motion to approve the renting of the lift at \$1,600 per month and the chipper is 26.50 per month plus delivery from Best Line equipment made by Supervisor Deardorff. Second by Supervisor Reamer. Motion passed unanimously.
- Part Time Employee- Place an ad in Gettysburg Times for a part time laborer for 30 hours per week without benefits and some paid holidays. Wage is negotiable depending on experience. Supervisor Deardorff made a motion to place an ad for a part time laborer as stated. Second by Supervisor Woerner. Motion passed unanimously.
- Our current Fulltime laborer is getting close to his 90 days of employment and the Roadmaster is recommending that we pay him for the Labor Day holiday. The Roadmaster stated that in the last 9 years the township has not had anyone like him here. He is not afraid to do anything and his work ethic is amazing and will do anything that is needed. Supervisor Reamer made a motion to pay Dave Bancroft for the Labor Day holiday and give him his 3% raise on his 90-day mark which is September 10th. Second by Supervisor Picarelli. Motion passed unanimously.
- Security Cameras need repaired and the company that put them in have never returned any phone calls. Supervisor Reamer said to call Cermak as this was already approved last year and have them look at everything and give us a price to repair and maintain the cameras.

A motion to approve the Roadmaster report made by Supervisor Woerner. Second by Supervisor Reamer. Motion passed unanimously.

Secretary/Treasurer Report:

- Financial reports were supplied to the board for review
- Escrow account for Gettysburg National Golf Course was discussed as even though they don't have an official submission the Township is receiving Engineering bills on their

behalf that are being forwarded to them and are still not being paid. An escrow account would ensure that the funds are readily available and the township could pay the bills from their escrow account. One letter has already been sent with a copy of the bills giving them 15 days to pay the bills for which they did not respond nor pay the bills. A second letter will be sent giving them until October 1st to pay all the bills received to date and request a \$5,000 escrow account. If they don't follow through then no reviews will be authorized until these conditions are met. A motion was made by Supervisor Deardorff to follow through with the letter and escrow account. Second by Supervisor Woerner. Motion passed unanimously.

- Septic Pumping: Shealer's septic is back logged and some customers cannot get pumped by the deadline of September 30th. The board decided that the township can extend the deadline for Shealer's customers only that call with the request for more time. Supervisor Reamer said that we need to revise the notification letter letting residents know not to wait to the last minute as this is what happens.
- Am Trust reopened Workman's Comp Audit.
- Final notice for District III Septic Pumping letters were mailed 8/29/2024
- Raven Rock picked up their plans & checks on 8/28/2024.
- Ag Security 7-year review is in process and all signs were posted and ad was put in the newspaper.
- Auditor RFP is needed and there is a letter in the computer from the last time it was done that can be edited by the Office Assistant by changing dates and such and we will mail it out to possible candidates.
- 2 lots owned by the township need appraised for sale. Supervisor Reamer asked that the secretary contact Matt Inskip and see if he could get this taken care of.
- PSATS Regional Forum 11/14/2024 in Camp Hill- Secretary was told to bring it up at the next meeting for anyone who may want to attend.
- Fee Schedule Review was discussed and possible changes to the structure of the fees and amounts required for escrow on land development plans. Supervisor Reamer asked all the board members to review the changes in their entirety and it would be reviewed again at the next meeting.

Motion to accept the secretary's report made by Supervisor Woerner, second by Supervisor Picarelli. Motion passed unanimously.

Planning Commission Items:

- **Monastery of Jesus Mary and Joseph-** PC made a recommendation that the Board of Supervisors approve 120-day extension request from Alpha Space. Motion to approve 120 Day extension made by Supervisor Reamer. Second by Supervisor Woerner. Motion passed Unanimously.
- **Blue Ridge Sportsman's Association-** - PC recommends approval of 90-day extension request from Lee Royer. PC is in favor of granting use of the property as a campground. Motion to approve 90 Day extension made by Supervisor Reamer. Second by Supervisor Woerner. Motion passed Unanimously.

Code Officer: 675 Mount Hope Road driveway agreement. Tim McCauslin has been in touch with the property owner and he is asking why he is responsible for the trees when there are two houses off that driveway. The board clearly has a written agreement that the property he owns

has a driveway permit with stipulations that must be adhered to. This agreement was made when the driveway was put in with the previous owner. This permit follows the property not the owner. Tim McCauslin will have to further address the situation with the owner.

Zoning/Building/UCC (PMCA):

Parks and Recreation: Borough & Township officials' picnic, invitations went out via email on 8/14/2024 with an RSVP date of September 1st.

FREMA: 2nd Meeting

Fire Company Reports: 2nd Meeting

ACCOG and ACATO: 105th annual convention Wednesday November 20, 2024 at a cost of \$25.00 per person.

YATB: No report

PA State Police: 2nd Meeting

Discussion Items:

- Scheduled Budget workshops 9/17, 10/1, 10/15 & 11/5 all at 6:00pm. Discussed making an agenda for the budget meetings.
- Changing Board of Supervisors meetings to once a month. Supervisor Reamer and Supervisor Woerner are against making this change as there is a lot going on that would require 2 meetings a month. Supervisor Deardorff and Supervisor Spence are for this change while Supervisor Picarelli suggested that they wait until January 2025 to make this change. Supervisor Reamer said that if we make this change, we would have to be very diligent to make sure everything is addressed at the one meeting so that we don't have to keep advertising for special meetings to address issues that were missed. Supervisor Deardorff made a motion that the Board of Supervisors meetings change to once a month after January 1, 2025 and then revisit if this is working out in June 2025. In addition, at the time for budget workshops the meetings would change to two meeting a month in order to get the budget completed. Second by Supervisor Woerner. Motion passed.

Special Notices: Emily Walker from Brightspeed will be attending the Board of Supervisors meeting on 9/17/2024 to discuss modernization of existing infrastructure at their Fairfield Wire Center.

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:

Parks & Recreation Commission – September 10, 2024
Zoning Hearing Board Meeting- September 12, 2024
Board of Supervisors Meeting – September 17, 2024
Planning Commission Meeting- September 24, 2024

Motion to adjourn the meeting at 8:37pm by Supervisor Woerner. Second by Supervisor Reamer.
Motion passed unanimously.

J. Edward Deardorff / Chairman

Lynda Noel / Secretary