

**Hamiltonban Township
Supervisors Re-Organizational Meeting
January 3, 2022**

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.

1. **Call Meeting to Order and Pledge of Allegiance to the Flag**

2. **Public Comment. (Agenda items only)** Citizens may individually address the Board of Supervisors for a maximum of five minutes during this thirty-minute period. Prior to addressing the Supervisors, please state your name, address, and, if applicable, the organization that you represent. Please refer to Resolution 2018-08: Hamiltonban Township Public Comment Policy.

3. **Appoint:** Temporary Chairman -
Temporary Secretary -

4. **Nominate and Appoint:**
Chairman –
Vice-Chairman –
Safety Officer –
Secretary/Treasurer - Nina Garretson
 - Establish treasurer’s bond: \$500,000CDL Coordinator - Nina Garretson
Right-to-Know Officer - Nina Garretson
Code Officer – Nina Garretson.

5. **Appoint Employees Who Are Not Elected Officials by Omnibus Motion:**
Roadmaster - Ray Herr
Full-time Road Crew - Jim Eyler and Randy Pritt
Part-time Road Crew – Robert Strausbaugh
EMA Coordinator – Fairfield Regional Emergency Management Agency - Adam
Wine EMA Coordinator and Vacancy, Deputy EMA Coordinator

6. **Appoint Township Consultants by Omnibus Motion:**
 - a. Township Solicitor - Matthew Battersby, Battersby Law Office
Sewer Engineering Firm - Wm. F. Hill & Assoc. Inc. – Erik Vranich/John Golanoski
Sewage Enforcement Officer - Gil Picarelli, KPI Technology
Traffic Engineering Firm - McMahon Transportation Engineers & Planners –
Jodie Evans
Zoning Officer - Wilbur Slothour of Land and Sea Services
Floodplain Manager - Wilbur Slothour of Land and Sea Services

- Planning Consultant – Ann Hutchinson Natural Lands Trust and Rob Thaeler
Adams County Office of Planning and Development
- b. Township Engineering Firm - Wm. F. Hill & Assoc. Inc. – Erik Vranich/John Golanoski
- c. Zoning Hearing Board Solicitor - Harold Eastman of Barley & Snyder
- d. Building and UCC Inspections Officer - Wilbur Slothour of Land and Sea Services.

All consultants are being motioned with their current fee schedule.

7. **Motion to approve Resolution 2022-01: Appointing RKL Certified Public Accounts to perform the 2021 audit for all funds.**
8. **Motion to approve Resolution 2022-02: Review and Report Fees for Subdivision and Land Development.**
9. **Motion to approve Resolution 2022-03: Reestablishing the Hamiltonban Township Fee Schedule for 2022.**
10. **Motion to approve Resolution 2022-04: Appointing Members to the Zoning Hearing Board.**
11. **Appointment Volunteers to fill expired terms on Boards, Authorities and Commissions by Omnibus Motion:**
 - Vacancy Board Chairman - Dale J. Premo (one-year term)
 - Planning Commission – Betty Izer expiring 2025 (four-year term)
 - Planning Commission – Calvin Bream expiring 2025 (four-year term)
 - Zoning Hearing Board – Cynthia McNulty expiring 2024 (three-year term)
12. **Appoint Delegates and Alternates to:**
 - Adams County Council of Governments -
 - Adams County Tax Collection Committee -
 - York/Adams Tax Bureau -
 - Adams County Bicycle and Pedestrian Plan Committee -
 - FREMA Representatives – David B. Martin, Douglas Woerner
 - Joint Parks & Recreation Commission Liaison –
 - Ag Security Council -
 - Planning Commission Liaison -
13. **Select Depository Banks:** ACNB, PLGIT, and F & M Trust.
14. **Establish Meeting Dates:**

All public meetings are held at the local prevailing time of 7:00 PM at the Township Office located at 23 Carrolls Tract Road, Fairfield, PA.

Auditors: January 4, 2022.
Board of Supervisors: First and third Tuesday of each month except for May when the meeting will be on Wednesday, May 18 after Primary Election
Planning Commission: Fourth Tuesday of each month.
Parks & Recreation Commission: Second Tuesday of each month except for November when the meeting will be on Wednesday, November 9 after Election Day.

15. **Determine Holidays: 2022** New Years Day-December 31 2021 (since 1st is Saturday)., Martin Luther King Day January 17, Presidents Day February 21, Good Friday-April 15, Memorial Day-May 30, Independence Day-July 4, Labor Day-September 5, Veterans Day-November 11, Thanksgiving Day-November 24 and day after November 25, and Christmas Day-December 26 (since 25th is Sunday).

16. **Certify:** Voting Delegate(s) attending the PSATS Annual Educational Conference -

17. **Mileage Allowance:** Federal Allowance which \$0.585 (IRS) for 2022.

18. **Adjourn**

Hamiltonban Township

23 Carrolls Tract Road, Fairfield, PA 17320

Board of Supervisors Regular Meeting

Via platform Startmeeting.com

January 3, 2022 AGENDA

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.

1. **Call to Order.**
2. **Agenda Approval.**
3. **Public Comment. (Agenda items only)** Citizens may individually address the Board of Supervisors for a maximum of five minutes during this thirty minute period. Prior to addressing the Supervisors, please state your name, address, and, if applicable, the organization that you represent. Please refer to Resolution 2018-08: Hamiltonban Township Public Comment Policy.
4. **Approval of Minutes** December 21, 2021, Board of Supervisors Meeting.
5. **Solicitor's Report.**
6. **Roadmaster's Report.** Roadmaster Herr's report was received by the Board in their Board packets prior to the meeting.
 - a. Sign Post Driver.
 - b. Mt. Hope Road Culvert
7. **Treasurer's Report.** Secretary/Treasurer Garretson's report was received by the Board in their Board packets prior to the meeting. Motion needed to approve all expenditures for the month.
 - a. Cowbell Cyber Policy.
8. **Secretary's Report.** Secretary/Treasurer Garretson's report was received by the Board in their Board packets prior to the meeting.
9. **Old/New Business.**
 - a. Consideration of excusal for 1434 Cold Springs Rd District 4 from septic pumping and inspection.
 - b. Motion to approve attendance to the Annual PSATS Convention and Tradeshow, April 24-27, 2022
 - c. 2022 Budget Message.
 - d. Waste Contract.
10. **Planning Commission Discussion Items.**

- a. Motion to approve extension request to March 2022 for 1765 Mt. Hope Road – Michael & Shirley Sites Subdivision Plans submitted by Sharrah Design Group.
- b. Consideration with conditions approval of Northern Tract Quarry – Specialty Granules Land Development plans with the administrative comments, the financial security documents and financial commitment are met as recommended by the Planning & Zoning Commission.
- c. Consideration of recommendation by the Planning & Zoning Commission regarding the Zoning Hearing Board application for 2251 Cold Springs Road, Orrtanna be reviewed by the Sewer Enforcement Officer and evaluated for five bedroom house, if so, parking area increase needed and improvements to landscaping.

11. Zoning Officer's Report and Code Enforcement Officer's Report.

12. Parks and Recreation Commission Discussion Items.

13. FREMA Discussion Items.

14. Fire Company Report(s)

15. Adams County Council of Governments and Adams County Association of Township Officials Reports.

16. York Adams Tax Bureau and Adams County Tax Collection Committee Reports.

17. Pennsylvania State Police Report.

18. Special Notices.

19. Public Comment.

20. 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.

- Elected Auditors Meeting - January 4, 2022
- Parks and Recreation Commission - January 11, 2022
- Hearing Zoning Amendment – January 18, 2022 at 6:00 PM
- Board of Supervisors Meeting – January 18, 2022
- Planning Commission - January 25, 2022

21. Adjourn.