

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
Board of Supervisors Workshop  
September 30, 2010, 2010

At 7:00 PM Chairman Gordon called the meeting to order. He announced that the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes. He also announced that they would be starting at the bottom of the agenda and working up.

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

**Staff Present:** Secretary/Treasurer Deborah K. Feiler.

**Commission Members Present:** None.

**Public Present:** Charles Grimm.

**Township Business:**

- The Christmas Party is scheduled for December 9<sup>th</sup> at Hickory Bridge; however there is a date conflict with one of the Board members. Additional suggestions were made regarding the party.
- The Board discussed when Halloween would be celebrated. The actual holiday falls on a Sunday this year.
- Chairman Gordon announced that the Adams County Association of Township Officials Annual Convention is scheduled for November 10<sup>th</sup> at 6:00 PM and invited the Board to attend.
- Vice-chairman Reamer arrived at the meeting at 7:10 PM, she was attending the Stormwater Planning Advisory Committee meeting in Gettysburg.
- The rain spout that was relocated from the handicap ramp was mentioned.
- The Board discussed replacing the refrigerator for the office as the original one is no longer working and not repairable.
- The CBDG grant money has not been released from DCED as of yet so the handicap restroom project is currently on hold.
- Mr. Grimm picked up a Zoning Hearing Request Application as a result of being served a Cease and Desist Order by the Township Zoning Officer. The application fee is \$500, Mr. Grimm asked if he could pay the fee in two installments. Vice-chairman Reamer reviewed the Zoning Hearing Board process with Mr. Grimm.
- Pam Wiehagen had submitted her resignation as voting delegate for the Tax Collection Committee. The Board discussed who they may want to appoint as Pam's replacement.
- A letter was received from the Fairfield Fire Company regarding the Township's request for monthly reports and financial statements from their company. The Board discussed the letter received and the Township's donation. Also discussed was the Volunteer Fire Relief Association allocation.
- In an effort to reduce Township costs and save taxpayer money the deductible was increased on the health insurance policy from \$1,000 to \$3,000. The Board discussed this change and other cost cutting options.

- Personnel Policy changes were proposed to update certain sections of the policy that have become outdated or needed updating. The Board debated the proposed policy changes. Changes included clarification of probationary periods, vacation time, and holiday pay to name a few.
- Chairman Gordon reported that Roadmaster Harbaugh would like to add Beechwood Drive and the office parking lot to the road project list. A discussion followed.
- The Board discussed how the Code Enforcement Officer should handle complaints that arise on private lanes.
- The Board discussed the September Planning Commission meeting items which included the conceptual plan of Iron Springs Plaza, Carroll Valley Farms Land Development Plan with regard to the Clean and Green program, and a newly identified owner of plans that were formerly submitted.
- The 2011 Budget will be discussed publicly at the October 28<sup>th</sup> workshop. Vice-chairman Reamer spoke of the Capital Improvement Plan that documents the funds that the Township is setting aside for capital improvements and what has been accomplished so far in the Township. The Board discussed items that may need to be budgeted for 2011 such as a mower for the road crew and upcoming projects that the Township engineer may be involved in which will include the Township Campus and Subdivision and Land Development Ordinances review.
- Chairman Gordon addressed the Board with his concern of the annual audit that is not completed in a timely manner. A discussion followed.
- The pumping of lagoon number 2 is scheduled for October 19<sup>th</sup>. A meeting is scheduled with Department of Environmental Protection on October 5<sup>th</sup> to discuss the future of the Orrtanna Treatment Plant.
- There was a lengthy discussion regarding the police impound yard and the vehicles that are currently impounded.
- The Board of Supervisors discussed the funding of the Township Campus. Chairman Gordon and Vice-chairman Reamer met with Senator Alloway regarding this topic. The Board discussed moving forward with Jonathan Cox of Rhoads & Sinon, LLP for Bond Counsel for the Township Campus Project. Mr. Cox addressed the Board at the March 2, 2010 Board of Supervisors meeting.

At 9:30 PM, the Board of Supervisors unanimously approved to adjourn the meeting.

The next regularly scheduled Board of Supervisors Meeting will be October 5, 2010 at the local prevailing time of 7:00 PM.

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Deborah K. Feiler, Secretary/Treasurer

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Robert L. Gordon, Chairman