

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

November 4, 2015

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. It was noted that 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, Douglas Woerner, LuAnn M. Dille, and J. Edward Deardorff.

Staff Present: Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., and EMA Coordinator Donald F. Wills, Jr.

Public Present: Ed Fitzgerald; Nick Myers; Rhonda Myers; April Huston; Karen Kugler; and John Messeder of the *Gettysburg Times*.

Approval of Agenda: The Board unanimously approved the Agenda.

Public Comment: (Prior to the meeting, the Board received a letter from Superintendent Kugler regarding a traffic problem at the main entrance to the Fairfield Area School District.) Karen Kugler, Superintendent of the Fairfield Area School District asked the Board for help with the on-going traffic problem within the school zone. There have been many complaints from parents that their children are arriving ten to fifteen minutes late from school. This is a result of school busses having to wait ten to fifteen minutes before they can exit the school property due to heavy traffic on Route 116. The law states that the School District can petition the Municipality that the school is located in for help. Chairman Gordon stated that upon reading an article in the *Gettysburg Times* regarding the traffic control issue within the District, he contacted Sgt. Matthew Nickey of the PA State Police for advice and direction. Chairman Gordon was told that there is no specific protocol and that the law is very gray. Options to alleviate this problem, including adding another entrance to the school, were discussed. LuAnn Dille volunteered to be a liaison to work with the school on this issue.

Speeding through the school zone was also discussed. The Board will ask the State Police to periodically run speed checks in the school zone.

Superintendent Kugler, Ms. Myers and Ms. Huston left the meeting at 7:23 PM.

Approval of Minutes: Vice-chairman Woerner motioned to approve the minutes of the October 6, 2015 Board of Supervisors Meeting. Supervisor Deardorff seconded. The motion carried unanimously. Vice-chairman Woerner motioned to approve the minutes of the October 29, 2015 Board of Supervisors Workshop. Supervisor Deardorff seconded. Supervisor Reamer abstained as she was excused from the Workshop. The motion carried. There was an Executive Session during the October 6th Board of Supervisors meeting to discuss a legal matter and after the October 29th Workshop to discuss a personnel matter.

Solicitor's Report: Solicitor Battersby was excused from the meeting. No report was submitted.

Old/New Business: Vice-chairman Woerner motioned to adopt Resolution 2015-19: Authorizing Hamiltonban Township to enter into a Pennsylvania Infrastructure Bank (PIB) Loan Agreement. Supervisor Deardorff seconded. The motion carried unanimously. This loan will help pay for the replacement of Reeds Bridge on Mount Hope Road.

Vice-chairman Woerner motioned to advertise for adoption at the December Board of Supervisors meeting Ordinance 2015-05: Local Unit Government Debt Act Statement to Support the PIB Loan. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Dille motioned to amend Section 15.6, Health and Hospitalization Insurance, of the Personnel Policy. Supervisor Deardorff seconded. Supervisor Reamer opposed. The motion carried. The amendment changes the provision of health insurance for employees and their dependent(s). The Township will now provide health insurance to an employee's spouse or dependent(s). If any employee chooses to insure his or her spouse or dependent(s), the employee will pay 10% of any cost over and above the individual premium cost per month.

Supervisor Dille motioned to send out "Requests for Proposals" for a Township Engineer. Vice-chairman Woerner seconded. The motion carried unanimously. The Township Engineer will be appointed at the 2016 Re-organization meeting.

Vice-chairman Woerner motioned to move the balance of the Sewer Capital Reserve Fund from PLGIT to F&M Trust to get a better interest rate as recommended by the Municipal Authority. Supervisor Reamer seconded. The motion carried unanimously.

Vice-chairman Woerner motioned to advertise the proposed 2016 Budgets and Capital Improvements Plan for adoption at the December Board of Supervisors meeting. Supervisor Deardorff seconded. Supervisor Reamer opposed. The motion carried. The proposed budgets are available for review on the Township website or at the office during normal working hours.

Supervisor Reamer motioned to support the South Mountain Volunteer Fire and Ambulance Department's application of a FEMA AFG Operations and Safety Grant to replace twelve self contained breathing apparatus. Vice-chairman Woerner 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 October 2015 Check Detail report. The Board reviewed the October financial statements. Supervisor Reamer motioned to accept the Treasurer's Report and approve all the expenditures for the month of October. Vice-chairman Woerner seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her report along with the November calendar prior to the meeting. The Board reviewed the report and calendar. Supervisor Dille motioned to approve Secretary/Treasurer Feiler's request to listen to the PSATS webinar entitled "Everything You Need to Know About the Sunshine Law and Right to Know in 90 Minutes" with a cost to the Township of \$30 and to accept the Secretary's Report. Vice-chairman Woerner seconded. The motion carried unanimously.

Road/Sewer Report: Roadmaster Harbaugh submitted his Road Report prior to the meeting. The Board reviewed the report and Roadmaster Harbaugh went over the current Road Department projects. Supervisor Reamer motioned to accept the Road Report. Vice-chairman Woerner seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his Sewer Report prior to the meeting. He added that Pennsylvania American Water Company has been keeping him up to date with their work at the plant and the sewer line connection project to Franklin Township. Supervisor Reamer motioned to accept the Sewer Report. Vice-chairman Woerner seconded. The motion carried unanimously.

Old/New Business: Chairman Gordon motioned to appoint Supervisor Dille as the Township liaison to the Fairfield Area School District to discuss their request regarding a crossing guard. Vice-chairman Woerner seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission minutes for the October meeting were distributed to the Board prior to the meeting. Supervisor Reamer motioned to approve the Request for Planning Waiver and Non-Building Declaration for the Kiehl Minor Subdivision Plan as recommend by the Planning Commission. Supervisor Dille seconded. The motion carried unanimously.

Parks and Recreation Commission Report (PRC): Draft PRC minutes were received by the Board of Supervisors prior to the meeting. No action was necessary.

EMA Report: EMA Coordinator Wills mentioned that he happened to drive by and help with two non-emergency incidents in the Township. One being a tree down on Iron Springs Road and a minor car accident on Rum Trail. Vice-chairman Woerner motioned to accept the EMA Report. Supervisor Reamer seconded. The motion carried unanimously.

Fire Company Reports: Chairman Gordon went over the October activity reports that were submitted by Cashtown Community Fire Department and Adams Regional EMS, Inc (AREMS). Cashtown responded to two calls in the Township and AREMS responded to ten calls in the Township. There was also a discussion regarding the closing of the bridge spanning Muddy Run on Route 116 for a PennDOT bridge rehabilitation project and the proposed three mile EMA detour over Cold Springs Road. The bridge is scheduled to close in the spring of 2016.

Zoning Officer's and Code Enforcement Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of October prior to the meeting. Two Building Permits were issued for 85 Whippoorwill Lane and 1085 Jacks Mountain Road; two zoning permits were issued for 2570 Waynesboro Pike and 2470 Newman Road; and one Well Permit was issued for 225 Five Forks Lane.

Mr. Tim McCauslin submitted his formal report for month of October prior to the meeting. He responded to four junk vehicle and high grass nuisances on Mount Hope Road. Supervisor Dille motioned to accept the Zoning Officer's and Code Enforcement Officer's report. Vice-chairman Woerner seconded. The motion carried unanimously.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): There was a Legislative Forum at the October COG meeting. The speakers in attendance were Bob DeSouza, representing Senator Pat Toomey; Bob Reilly, representing Congressman Scott Perry; Chad Reichard, representing Senator Richard Alloway; and State Representatives Dan Moul and Will Tallman.

On October 28th ACATO hosted a well attended training seminar entitled "The Municipal Planning Process from A to Z". The speaker was Rob Thaeler of the Adams County Office on Planning and Development. The ACATO Convention is November 18th.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): At the October meeting, the 2016 budget was approved. The ACTCC is meeting tonight.

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. 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 -November 10, 2015.
- Planning Commission - November 17, 2015.
- Board of Supervisors Workshop - November 19, 2015.
- Board of Supervisors - December 1, 2015.

Adjournment: At 8:15 PM, Vice-chairman Woerner motioned to adjourn the meeting. Supervisor Dille seconded. The motion carried unanimously.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman