

**Hamiltonban Township Board of Supervisors**  
23 Carrolls Tract Road, Fairfield, PA 17320  
Regular Board of Supervisors Meeting Minutes  
September 1, 2009

**Supervisors Present:** Chairman Robert L. Gordon, Vice-chairman James Grinder, Police Coordinator Coleen N. Reamer, Supervisor Dale J. Premo and Supervisor Harry Rood.

**Staff Present:** Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John Harbaugh, Jr., EMA Deputy Coordinator Larry Schneider, EMA Coordinator Donald Wills, Jr. and Police Officer Juanita Larmer.

**Planning Commission Members Present:** Chairman Pamela Wiehagen.

**Public Present:** None.

At 7:30 PM Chairman Gordon called the meeting to order. The Pledge of Allegiance was recited.

**Approval of the Agenda:** Supervisor Premo motioned to approve the Agenda with one typographical correction and one addition to 5c of the New Business section, Vice-chairman Grinder seconded. The motion carried.

**Public Comment:** No public present.

**Approval of the Minutes:** Police Coordinator Reamer made a motion to approve the August 4, 2009 Board of Supervisors meeting minutes as amended. Supervisor Premo seconded. The motion carried. Police Coordinator Reamer made a motion to approve the August 27, 2009 Board of Supervisors workshop meeting minutes as amended. Supervisor Rood seconded. The motion carried.

Chairman Gordon stated for the record that there was an executive session at the conclusion of the August 27<sup>th</sup> workshop to discuss some personnel matters.

**New Business:** Supervisor Premo made a motion to approve Resolution 2009-18, Plan Revision for New Land Development for Dwight Strausbaugh et. al. Supervisor Rood seconded. The motion carried.

Supervisor Rood made a motion to award the joint bid with the Borough of Carroll Valley for diesel fuel to McDannell Oil for \$.014 over the rack price with no performance bond required. It was noted that McDannell Oil was the only bidder. Vice-chairman Grinder seconded. The motion carried. A request was made that McDannell Oil provide rack prices on their invoices. A second joint bid with the Borough of Carroll Valley will go out for gasoline as no bids were received.

Supervisor Premo motioned to approve that Secretary/Treasurer Feiler and with the addition of Supervisor Rood attend the PSATS seminar titled Developing and Managing Your Municipal Budget. Police Coordinator Reamer seconded. The motion carried.

The Township received an insurance quote from Health America which is significantly lower than the Township's current insurance provider. The Township's broker, Hockley & O'Donnell, is recommending that the Township renew their health insurance with Health America. Township employees that were present at the meeting stated their concerns with changing insurance providers. Considering the substantial savings to the Township, Police Coordinator Reamer motioned to renew the health insurance with Health America as of September 1, 2009 and cancel Capital Blue Cross. Supervisor Premo seconded. The motion carried.

Police Coordinator Reamer asked that someone with more construction knowledge than her contact vendors for quotes on a new salt shed. Vice-chairman Grinder offered to make the phone calls. Chairman Gordon motioned to authorize Vice-chairman Grinder to contact Doubletree Structures and Keystone Concrete Products (and others) for quotes on a new expandable salt shed. Supervisor Premo seconded. The motion carried.

**Solicitor Battersby's Report:** Solicitor Battersby submitted his report at the meeting. He has heard a few comments regarding the sign ordinance and will allow the Board to do as they wish with them. Adams County and the Fairfield Area School District have authorized an appraisal of Knouse Foods for the tax dispute over their assessment. Solicitor Battersby also advised the Township to be aware that the county will be reassessing taxes in the year to come. Supervisor Rood motioned to approve the Solicitor's report. Supervisor Premo seconded. The motion carried. Solicitor Battersby left at 8:05 PM.

**Planning Commission Report:** Planning Commission Chairman Wiehagen submitted the Planning Commission recommendations regarding the Strausbaugh Preliminary/Final Subdivision plan at the meeting. The Planning Commission recommends the Board of Supervisors to approve the Strausbaugh subdivision. Supervisor Rood motioned to approve the Planning Commission report and to approve the Strausbaugh subdivision plan with the conditions outlined by the Planning Commission report. Supervisor Premo seconded. The motion carried. Vice-chairman Grinder abstained as a result of being a presenter in the plan. The plans were signed by the appropriate signors.

**Zoning Officer's Report:** Mr. Wilbur Slothour submitted his formal report prior to the meeting. Police Coordinator Reamer motioned to approve the report. Supervisor Rood seconded. The motion carried.

**Code Enforcement Officer's Report:** Mr. Dale Gettel submitted his formal report prior to the meeting. A question was brought up in regard to what constitutes a nuisance for junk cars and a discussion resulted. Supervisor Premo motioned to approve the report. Vice-chairman Grinder seconded. The motion carried.

**Road Report:** Roadmaster Harbaugh submitted his formal report at the meeting. He verbally added that the actual square yards used in seal coating the Township roads was 74,314 and he bid 75,000 square yards. A discussion was held in regard to the priority of addressing Lower Cold Spring Road against other road projects that need to be done. Roadmaster Harbaugh made a request to purchase a new brush for the recovery broom. Supervisor Premo moved to approve the purchase of a recovery broom at an estimated cost of \$350. Supervisor Rood seconded. The motion carried. Supervisor Premo made a motion to approve the Roadmaster's Report, seconded by Vice-chairman Grinder. The motion carried.

**Sewer Report:** Roadmaster Harbaugh submitted his formal report at the meeting. It was decided that no motion is needed to authorize Secretary/Treasurer Feiler to obtain quotes for pumping #1 Lagoon. A discussion was held in regard to switching zones and replacing heads and what needs to be done to be compliant. Supervisor Premo made a motion to approve the Sewer Report, seconded by Vice-chairman Grinder. The motion carried.

**Treasurer's Report and Formal Approval of all Expenditures for the Month:** Secretary/Treasurer Feiler submitted her formal report prior to the meeting along with the August 2009 Check Detail report. Supervisor Premo made a motion to approve the Treasurers Report and formal approval of all expenditures for the month, seconded by Supervisor Rood. The motion carried. Financials are available upon request.

**Secretary's Report:** Secretary/Treasurer Feiler wanted the Board to know that the office computer has been acting-up. Supervisor Premo suggested we call the Township's IT person to troubleshoot the issues. Supervisor Rood made a motion to approve the Secretary's Report, seconded by Vice-chairman Grinder. The motion carried.

**Police Report:** Officer Larmer presented her formal report at the meeting. She had 56 complaints or service calls, 2 total arrests and 3 investigations. She traveled 988 miles and used 101.50 gallons of fuel. Supervisor Premo made a motion to approve the Police Report, seconded by Supervisor Rood. The motion carried.

**EMA Report:** EMA Coordinator Wills submitted his formal report to the Board. Supervisor Rood made a motion to approve the EMA Report, seconded by Vice-chairman Grinder. The motion carried.

**Township Meeting Dates:** All public meetings are held at the prevailing time of 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA. Rescheduled changes of date or time will be advertised via The Gettysburg Times. Cancellations will be via a notice on the office door.

- Recreation and Parks Commission meeting is scheduled for September 9, 2009.
- Planning Commission meeting is scheduled for September 22, 2009.
- Board of Supervisors Workshop meeting is scheduled for September 24, 2009.
- Board of Supervisors meeting is scheduled for October 6, 2009.
- Hamiltonban Township Municipal Authority meeting is scheduled for October 14, 2009.

**Special Notices:**

- There will be a meeting regarding the reassessment process at the EMS Building in Gettysburg September 10, 2009. This meeting is open to the general public in an effort to inform them about the County reassessment process.
- There will be a Cell Phone Consortium meeting October 21, 2009.

**Adjournment:** At 9:50 PM Supervisor Premo made a motion to adjourn the meeting, seconded by Supervisor Rood. The Board unanimously approved this motion. At this time the Board entered into an executive session.

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Deborah K. Feiler  
Secretary/Treasurer

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Robert L. Gordon  
Chairman