

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Meeting Minutes

March 7, 2023

At 7:00 PM Supervisor Deardorff called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. The meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Supervisors Present: J. Edward Deardorff, Douglas Woerner, Robert L. Gordon, and Coleen Reamer.

Staff: Roadmaster Ray Herr and Secretary/Treasurer Nina Garretson

Public: Edward Spence, Ryan Picarelli, Pam Wiehagen, Dean Thomas of Fairfield Historical Society, Carl Pietrzak of Destination Gettysburg!, and Matt Inskip.

Approval of the Agenda: Vice-Chairman Woerner motioned to approve agenda. Supervisor Reamer seconded. The motion carried unanimously.

Public Comment: Karl Pietrzak of Destination Gettysburg! Spoke of Civil War Trails signs. He said considering three: Battle of Fairfield, Lee's Retreat, and Montgomery Gap which may be Franklin County. He said the cost if \$2,600 per sign, and annual cost to maintain of \$200. He asked if the Township would consider, as the cost could be paid over two years and there is a current 8 month backlog so likely in 2024. Discussion of locations with Board, Dean Thomas of Fairfield Historical Society said they are considering: 1145 Carrolls Tract Road which has parking at fruit market; Gum Springs and Mt Hope Roads, but Township would need to create one or two spaces, Board also stressed concern for vandalism; The Montgomery Gap sign maybe in Washington Township. Karl said he has spoken to Adams County Commissioners and they are considering assistance, and others are helping in other areas of Gettysburg and Adams County. Board of Supervisors tabled decision until the next meeting, as they may consider for 2024 budget. Mr. Pietrzak and Mr. Thomas left at 7:14 PM.

Chairman Deardorff said the vacancy on the current Board which must be filled, and gave description of duties.

Edward Spence, 2165 Mt Carmel Road stated he has lived here many years and is part of the farming community, coached baseball, and has concerns about zoning. He stated he wants to serve the community.

Ryan Picarelli, 1750 Orrtanna Road stated he has lived in the Township for two years, and he served on the Planning Commission for Biglerville Borough before moving here. He works for KPI Technology and is very familiar with local government and wants to protect the community.

Matt Inskip, 2885 Cold Springs Road stated he currently serves on the Joint Parks & Recreation Commission and that has given him insight into service. He said he has been a resident of the Township since 2004 and wants to give back to the community.

Chairman Deardorff explained the Board will discuss further, and that all should run for election to take office in 2024, as the current vacancy will end December 31st. The three candidates left at 7:28 PM.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the February 21, 2023 Board of Supervisors Meeting minutes. Supervisor Reamer seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby excused. Secretary Garretson said Solicitor reported reviewing and approving with the Township Engineer the contract for the Mount Hope Road Culvert.

Old/New Business:

Supervisor Vacancy – tabled until next meeting.

Discussion of draft bids, for line painting increase handicapped spaces to five, Superpave changes okay, road oil increase to 20,000, and aggregate increase 2RC to 2,500. Supervisor Gordon motioned to approve advertising with amended materials, supplies and line painting bids as discussed. Vice - Chairman Woerner seconded. The motion carried unanimously.

Road Report: Roadmaster Herr report was received by the Board in the Board packets prior to the meeting. He said there are working on cleaning ditches and removing dead trees. He said they have cut back grade at 285 Jacks Mountain Road.

Roadmaster Herr reported driveway completed at 645 Mount Hope Road.

Roadmaster Herr reported he spoke to man regarding 2915 Cold Springs Road who asked about driveway permit which he stated he wished to park his camper on the property. He said he was referred also to the Zoning Officer.

Roadmaster Herr said he has concern for the shared driveway and two houses going in at 675 Mt Hope Road. Board told Secretary to have Zoning Officer and Township Engineer look at subdivision plans and investigate site.

Roadmaster Herr asked if search could begin for replacement for James Eyler, who is currently out ill, since he announced his retirement in July. Board agreed and Roadmaster and Supervisor Reamer will prepare ad for *Gettysburg Times* and *Merchandiser*, with requirements of a Class A CDL Roadmaster Herr said they need to come in to be tested for ability to operate equipment.

Roadmaster Herr said AAA Paving is interested in bidding for the maintenance shop and park parking lot.

Chairman Deardorff suggested the Roadmaster be allowed to drive thru township and record addresses of junk vehicles. Board felt this could be done during normal work time of traveling through the Township. Chairman Deardorff said he is working on list of Airbnb's with addresses and said over twenty in Township. Roadmaster said trash at Newman and Cold Springs Road, he will get address to Secretary to send to Code Officer.

Supervisor Gordon motioned to approve the Roadmasters Report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in the packets for all accounts. She reported the general fund end of February showed income of \$103,381.78 expenses of \$180,649.50 and net after transfers -\$77,267.72. She reported loan closed on March 1st for new truck and RKL has started 2022

audit. Vice-Chairman Woerner motioned to accept the Treasurers Report and approve all expenditures for the month of February. Supervisor Gordon seconded. The motion carried. unanimously.

Secretary's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in their packets. She stated she has drafted spring bid packages for review, submitted SEO Reimbursement report, Floodplain report, application for prevailing wage for Moritz and Cold Springs Road, ordered road salt and completed and submitted salt bid for next season with CoStars, and completed Waste Recycling report.

Secretary Garretson reported she received four Right to Know Request today.

Supervisor Reamer motioned to accept the Secretary's Report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Planning Commission Report: Chairman Deardorff said Planning Commission was satisfied with draft ordinance amendments, but did ask questions regarding cemetery ordinance. Once final draft is received from Rob Thaeler, Adams County Office of Planning and Development the process can begin. Secretary Garretson stated she has given draft amendments to Solicitor and Zoning Officer for review. No further discussion.

Zoning Officer's Report and Code Enforcement Officer's Report: Supervisor Gordon reported Zoning Officer had eight inquiries and issued four permits. Code Officer report showed two follow up visits to Iron Springs properties. Vice-Chairman Woerner motioned to approve Zoning Officer and Code Officer reports. Supervisor Gordon seconded. The motion carried.

Supervisor Reamer asked about update for 3910 Bullfrog Road driveway. Secretary asked to contact Zoning Officer for status. She asked for update on 3030 Waynesboro Pike, Secretary said Zoning Officer reported the sportsman club was going to seek legal help in completing application. He has tried to reach someone but has been unsuccessful at this time.

Discussion of notices received from Adams County Conservation District and Department of Environmental Protection regarding complaints at 640 Iron Springs Road.

Joint Parks and Recreation Commission Report: Supervisor Reamer said bench to be installed, and pergola to be installed by Willow Playworks, and new signs. They are awaiting quotes for the Townships bids for the paving and line painting. She said they received three large stumps which Chairman Strahler is working on for the play area. She said Kite Day is to be held April 22nd.

FEMA Report: Supervisor Gordon motioned to appoint Vice-Chairman Woerner as the Township representative for FREMA, with Chairman Deardorff as alternate. Supervisor Reamer seconded. The motion carried unanimously.

Fire Company Reports: Supervisor Gordon reported Cashtown Fire Company has 39 year to date calls, 18 in February with none in Township, and invitation received for their annual banquet. Received the Fairfield Fire Company annual banquet invitation, which Chairman Deardorff and Supervisor Reamer will attend.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon said February meeting speaker was from the Gettysburg Outlets, he said they are working on legislative priorities and March 15 executive meeting. He said ACATO still working on meeting date,

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Gordon said minutes shared for YATB. He said ACTCC February meeting was cancelled.

Pennsylvania State Police Report. Supervisor Gordon reported February report showed 91 calls with 8 school checks.

Special Notices: None

Public Comment: 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*. Cancellations will be posted via a notice on the office door.

- Parks and Recreation Commission – March 14, 2023
- Board of Supervisors Meeting – March 21, 2023
- Planning Commission – March 28, 2023

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8:30 PM. Seconded by Supervisor Gordon. The motion carried unanimously.

Executive Session: – for personnel matter started at 8:30 PM. Returned at 8:40 PM.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman