

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Monthly Meeting Minutes
November 7, 2018

Executive Session by Supervisors held prior to meeting to discuss personnel issues.

At 7:00 PM Supervisor Deardorff called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. He announced 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 Gordon and David B. Martin. LuAnn M. Dille was excused.

Staff: Secretary/Treasurer Nina Garretson, Roadmaster Ray Herr.

Public: George Sturges, Cliff Frost, Duane Williams, Donna DeWitt, Terry DeWitt, Charles Christianson and Josh Gastley.

Approval of the Agenda: Board approved with the addition of Reclassification of PMRS Funds, 2019 Pa Clean Up and E-Recycling Events, and Renewal of Workers Comp Insurance. Vice-Chairman Woerner motioned to approve agenda. Seconded by Supervisor Martin. The motion carried unanimously.

Public Comment: Cliff Frost, 301 Mt. Hope Road inquired as to the format and agenda for the Joint Board of Supervisors and Planning Commission meeting to be held on November 26, 2018. He also ask the status and if documents were available from the two requests made by the Board of Supervisors at the July 3, 2018 meeting of Rob Thaeler, Adams County Office of Planning. to have him to re-draw maps, and keep as close a possible with the Southwest Comprehensive Plan. Supervisor Gordon responded that although this was ask, the board had not given him finalization on several properties to make this possible. Supervisor Gordon said although the Board eliminated the Industrial Zone, they are still pending on two to three properties, including Fairfield Station Road, Luntz farm, and now more discussion will be needed regarding Mountainview Golf Course. Chairman Deardorff stated that after further discussion at the upcoming meeting they hope to move forward with the process.

Cliff Frost said the second was to request for Rob Thaeler, of the Adams County Office of Planning to explore building in Flood Zones, to see what other municipalities do, and make recommendations. Again, Supervisor Gordon stated they have discussed this at meetings, but still in process. The Board has not received any report at this time, and that the Flood Zones are currently under review.

Duane Williams, 1091 Fairfield Station Rd, stated the Federal Flood Plain Insurance Program is bankrupt. He said the plan is to expand the Flood Plan Zones and to do away with the insurance. He said this should be kept under consideration in the discussions.

Charles Christianson, 410 Mt. Hope Road requested agenda for November 26, 2018 joint meeting of the Board of Supervisors and the Planning Commission. Chairman Deardorff said it would be made available in advance but has not been compiled as yet.

Oath of Office: Chairman Deardorff conducted swearing in of Special Fire Police Officer, Terry DeWitt of Waynesboro as requested by the Fountaindale Fire Company.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the minutes of the October 2, 2018 Board of Supervisors Meeting; the October 17, 2018 Board of Supervisors Budget Workshop Meeting; the October 25, 2018 Board of Supervisors Regular Workshop Meeting. Supervisor Martin seconded. The motion carried unanimously.

Solicitors Report: Solicitor Battersby was excused.

Road Report: Roadmaster Herr's September report was received by the Board in their Board packets. Vice Chairman Woerner motioned to approve the purchase of Snow Emergency signs for BB Section, Orrtanna and Beechwood-Franklin St. Supervisor Gordon stated already signs at Orrtanna, but Roadmaster said more are needed. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve the request to have the 06 Peterbilt serviced by Myers Service Center, at a cost of \$866.08 and to have the 2018 Mack Truck serviced for yearly warranty and valve adjustment at an estimated cost of \$500. Chairman Deardorff seconded. The motion carried unanimously.

Vice Chairman Woerner motioned to send letter to Specialty Granules, Inc. (SGI) regarding bidding of materials which SGI cannot provide, as they either do not produce R5 or the material, anti-skid does not meet Township specifications and needs, not washed and it clogs machines. Supervisor Martin seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve request from 810 Cold Springs Road for Seth Snyder to run well connection under the roadway at a depth of over 5 feet for waterline for livestock, with the condition and understanding that any and all costs of repairs which may be necessary to the roadway will be covered in full. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve advertising for CDL Driver and Equipment Operator in the *Gettysburg Times* and the *Merchandiser*. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve the purchase of eight skids of mag-chloride. Chairman Deardorff seconded. The motion carried unanimously. Brief discussion with Roadmaster regarding water ponding on bridge and roof issues.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Garretson submitted her formal report prior to the meeting for the Board of Supervisors review along with the October 2018 financial statements for all accounts. Vice-Chairman Woerner motioned to approve all expenditures for the month and accept the Treasurer's Report. Supervisor Martin seconded. The motion carried unanimously.

Supervisor Gordon motion to approve reclassification of funds previously sent to Pennsylvania Municipal Retirement System March 26, 2018 to cover this years Municipal Minimum Obligation. Chairman Deardorff seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Garretson submitted her formal report prior to the meeting. Vice-Chairman Woerner motioned to accept the Secretary's Report. Seconded by Chairman Deardorff. The motion carried unanimously.

New Business: Supervisor Gordon motioned to enter into agreement with General Code to conduct codification of Township Ordinances beginning in 2019. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve Rotz and Stonesifer at a cost of \$7,500.00 for the 2018 audit, to be appointed at the January 7, 2019 Re-Organizational meeting, and to advertise using CPA firm. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to send list of property owners in District 3 Septic Pumping who are in non-compliance of Ordinance 2016-02 to Township Solicitor for follow up notification. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary requested a new color printer be considered for replacement at the Township Office with the purchase of new computer and software. Motion made by Vice-Chairman Woerner to approve purchase of computer, software, and printer at an estimated cost of \$4,000.00 from Dave Bowers. Supervisor Martin seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve camera purchase for 2019 from Total Tech Solutions, LLP of Gettysburg at a cost of \$9,253.96 for both Shop, 31 Carrolls Tract Road and Office, 23 Carrolls Tract Road. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motioned to appoint longtime area resident Betty Izer to complete vacancy on the Planning Commission term expiring in 2021. Vice-Chairman Woerner seconded. The motion carried unanimously. Chairman Deardorff thanked both Betty Izer and Sherry Frost for their interest in serving the community.

Supervisor Gordon motioned to approve joint meeting with Planning Commission on November 26, 2018, at the Fairfield Fire & EMS and to advertise. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve the proposed 2019 draft budgets for General Fund, Sewer Fund, State Liquid Fuels and Capital Improvements and to advertise for final adoption at the December 4, 2018 Board of Supervisors meeting and advertise. Supervisor Gordon said the General Fund shows \$718,175.00 for 2019 and last year 2018 was \$748,020.00. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Martin motioned to release McNees report regarding the Sewer Authority funds to Municipal Sewer Authority and to arrange meeting for discussion. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to send letter to property owners on Mountain Lane informing of Ordinance 2013-05 requiring all properties display street numbers. Supervisor Martin seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve and register for 2019 PA Clean Up Event in April and to hold three E-Waste Recycling events for 2019 for the Southwest Group which includes Hamiltonban, and Fairfield Borough, Carroll Valley Borough, Freedom Township, Highland Township and Liberty Township. Supervisor Martin seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve renewal of Workers Compensation Insurance as presented with AmTrust North America for 2019, \$23, 437, which covers Township employees and the Fountaindale Fire Company. Supervisor Martin seconded. The motion carried unanimously.

Planning Commission Report: none.

Joint Parks and Recreation Commission Report: none.

EMA Report: Supervisor Gordon motioned to approve 2019 Box Card Revisions request submitted by South Mountain Volunteer Fire & Ambulance Department. He stated EMA Coordinator Sam Ginn had reviewed and recommended. Chairman Deardorff said Mt. Carmel and Moritz Road, and anything below snow mobile park is now part of Fairfield first response, Cashtown second. South Mountain would cover Loop Road, Baker Road, Newman Road and all of the forestry area. Vice-Chairman Woerner seconded. The motion carried unanimously.

Fire Company Reports: Cashtown, South Mountain and Fountaindale reports received by the Board prior to the meeting. Vice-Chairman Woerner motioned to approve reports. Supervisor Martin seconded. The motion carried unanimously.

Zoning Officer's Report and Code Enforcement Officer's Report: Zoning Officer and Code Officer's reports received by the Board prior to the meeting. Supervisor Gordon stated the issue on Mountain Lane has been resolved and Code Officer has worked on a dozen properties, and Zoning Officer had a plan review. Secretary asked for clarification of the process for the Adams County building permits mandatory sign off. Board stated Zoning/Building Officer must sign. Supervisor Gordon motioned to approved the Zoning Officer and Code Officer's reports. Vice-Chairman Woerner seconded. The motion carried unanimously.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon reported at the COG meeting the School Districts presented financing and safety, and in November they will hold a legislative forum. ACATO convention to be held November 14 at SAVES, where they will vote on new bylaws.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Dille attending meeting tonight and sent the following report. The 2019 YATB Operating Budget was tentatively approved. There are no significant budget changes for 2019, and the regular business of the YATB was approved. The ACTCC will hopefully tentatively approve the 2019 ACTCC Proposed Budget, and approve the Article of Agreement for Operation of the York Adams Tax Bureau

Pennsylvania State Police Report. None.

Special Notices: Chairman Deardorff announced the planning of a Christmas Dinner event, which each person will pay for their own food, for all commission members, employees, consultants and Board of Supervisors to be held on December 7, 2018. No Township funds will be used.

Township Meeting Dates: All public meetings are held at the local prevailing time of 7:00 PM at 23 Carrolls Tract Road, Fairfield, PA unless otherwise noted. Rescheduled changes of date or time will be advertised via the *Gettysburg Times*. Cancellations will be via a notice on the office door.

- Parks and Recreation Commission - November 13, 2018.
- Joint Board of Supervisors & Planning Commission - November 26, 2018 - at Fairfield Fire & EMS.
- Joint Planning Commission & Board of Supervisors - November 27, 2018 - at Fairfield Fire & EMS.
- Board of Supervisors Regular Workshop - November 29, 2018.
- Board of Supervisors - December 4, 2018.

Public Comment: Cliff Frost ask what format was needed to send questions ahead of the Joint Board of Supervisors & Planning Commission on November 26, 2018. Chairman Deardorff suggested he listen to the discussion before formulating questions ahead of time.

Adjournment: At 7:50 PM Vice-Chairman Woerner motioned to adjourn the meeting. Supervisor Martin seconded. The motion carried.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman