

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

July 5, 2017

At 7:00 PM Chairman Gordon 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: Robert L. Gordon, Douglas Woerner, Coleen N. Reamer, LuAnn M. Dille, and J. Edward Deardorff.

Staff: Solicitor Matthew Battersby, Secretary/Treasurer Nina Garretson, and Road Master Ray Herr.

Parks and Recreation Commission: Laura Morgan, Teresa Scripture and Dean Thomas.

Public: Brandon Guiher of KPI Technology, Danielle Ryan of the *Emmitsburg News Journal*; and John Messeder of the *Gettysburg Times*.

Approval of the Agenda: Chairman Gordon removed item 6.c. Contract extension for Iron Springs Plaza. Amended agenda unanimously approved.

Public Comment: none

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the June 6, 2017, Board of Supervisors Meeting; the special meeting with Franklin Township on June 21, 2017; and the June 29, 2017 Board of Supervisors Workshop. Supervisor Deardorff seconded. The motion carried.

Vice-Chairman Woerner motioned to approve the June 26, 2017, Joint Board of Supervisors and Planning Commission Special Meeting. Excused were Supervisor Reamer, Planning Commission members Eugene Starbuck and Steve Jacobs. Supervisor Deardorff seconded. Supervisor Reamer abstained. The motion carried.

Solicitor's Report: Solicitor Battersby presented his formal report which he stated he would provide the Township is a list of tax sales. He has reviewed the septic pumping letter to be sent to District 1 and 2 residents. Discussion on signage for 4020 shop to read "Employees and Authorized Personnel Only." Solicitor met with the Hamiltonban Municipal Authority in discussion and direction of liquidating sewer spray field. Laura Morgan, Chair of the Authority will call a meeting to finalize arrangements with terms and conditions.

Chairman Gordon posed questions to the Solicitor which came from the Planning Commission on quorum and bylaws. Solicitor said he would review the Municipal Planning Code (MPC) and review Township Ordinance establishing Planning Commission. Chairman Gordon stated the Planning Commission will provide yearly reports to the Board of Supervisors. He stated the Commission, as with the Board of Supervisors, functions under Roberts Rules.

Vice-Chairman Woerner motioned to approve the Solicitors Report. Supervisor Reamer seconded. The motion carried. Solicitor Battersby left the meeting at 7:35 PM.

Old/New Business:

Two Bids received and opened for the replacement of the Office Furnace with Option 1 being replacement of the furnace and Option 2 bringing the furnace to ground level and replacement. Carl Franz Plumbing and Heating Option 1 \$7,795 and Option 2 \$10,595; Aero Energy Option 1 \$6,315.00 and Option 2 \$12,972. Supervisor Deardorff motioned to award the Bid to Carl Franz Plumbing and Heating with the low bid for Option 2, contingent on acceptable and satisfactory equipment with type, size and capacity, with the right to reject. Seconded by Supervisor Dille. The motion carried unanimously.

One bid received for unleaded gas and #2 diesel fuel from Talley Petroleum Enterprises, Grantville, PA at \$2.0528 per gallon unleaded gas and \$2.1692 per gallon on road diesel. Supervisor Deardorff motioned to award the Bid to Talley Petroleum Enterprises, Grantville, PA based on these prices, contingent that winter additives are included. The Township is not obligated to purchase total amount of bid. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

One bid received for heating fuel and propane from National Energy, Gettysburg, PA for capped prices through 5/31/2018 at \$2.29 per gallon heating oil and \$1.59 per gallon propane. Supervisor Deardorff motioned to award the Bid to National Energy, Gettysburg, PA based on these prices, contingent that winter additives are included. The Township is not obligated to purchase total amount of bid. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

Contract extension for Iron Springs Plaza to be visited at a later time due to problems with utilities which they are currently working on.

Vice-Chairman Woerner motioned to approve Resolution 2017-13 authorizing the application for low interest loan for 2018 Mack Dump Truck from DCED with text added regarding amount length and interest. Seconded by Supervisor Deardorff. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve Resolution 2017-14 authorizing the application for purchase of 2018 Mack Dump Truck with Community Leasing Partners, a Division of Community First National Bank with text added regarding amount, length and interest. Seconded by Supervisor Deardorff. The motion carried unanimously.

Supervisor Deardorff made a motion to table decision to confirm and/or amend fees for Strawberry Hill Subdivision plan. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

Vice-Chairman Woerner motioned to pay budgeted 2017 donations for Adams County Office of Aging \$500, Adams County Transit Authority \$300, Adams County Rescue Mission \$100, Adams County Community Media \$100, and 4th of July Event for the Borough of Carroll of \$200.

Seconded by Supervisor Dille. Supervisor Reamer opposed. The motion carried.

Bids for the Hamiltonban Community Park received were LoBar \$48,250 and Shiloh \$51, 295.

Supervisor Reamer stated that for the DCNR grant the Park Commission will submit a letter

requesting an adjustment and to drop the trees from the bid, thus reducing the cost. Supervisor Reamer motioned to award the bid to LoBar for \$45,550. Seconded by Chairman Gordon. Supervisor Dille opposed. The motion carried.

Supervisor Reamer motioned to authorize Chairman Gordon to execute application for the Hamiltonban Community Park for the Hoffman Grant. Seconded by Chairman Gordon. Supervisor Dille opposed. The motion carried.

Supervisor Dille motioned to approve notices to be sent to District 1 and District 2 residents who have not had their septic pumped by June 30 deadline per our records and advise they have until 9/30/2017 after which they will be cited and fined per our ordinance. Supervisor Reamer noted that only those within six months of the adoption start date would be eligible to provide proof of pumping, and all others must comply. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

Vice-Chairman Woerner motioned to submit request for list of real estate and per capita rolls for possible rental properties in Hamiltonban Township at a cost of \$.01 each, to assist with code enforcement and tax collection purposes. . Seconded by Chairman Gordon. The motion carried unanimously.

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 to review along with the June 2017 Financial Statements for all accounts. Vice-Chairman Woerner motioned to approve all expenditures for the month of June and accept the Treasurer's Report. Seconded by Supervisor Dille. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Garretson submitted her formal report for June prior to the meeting. Vice-Chairman Woerner motioned to approve the Secretary's Report for the month of June. Seconded by Supervisor Dille. The motion carried unanimously.

Supervisor Deardorff motioned to approve sending congratulatory letter to Hickory Bridge Farm on their 40th Anniversary. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

Vice-Chairman Woerner motioned to send thank you letters to all family farms in Hamiltonban Township. Supervisor Deardorff will work on this list with the Secretary. Seconded by Chairman Gordon. The motion carried unanimously.

Road Report and Sewer Report: Roadmaster Herr's June report was received by the Board in their Board packets prior to the meeting. Supervisor and Road Coordinator Deardorff gave an update on the activities of the road department. Discussion regarding funds available to possibly work on Bullfrog Road. This would be done by road department and would need three quotes. Chairman Gordon will speak with the property owner at 950 Cold Springs Road regarding trimming of trees in Township right of way. James Eyler returned to work this week from medical leave. The Township will mow the week of July 17th. Vice-Chairman Woerner motioned to accept the Road Report. Supervisor Reamer seconded. The motion carried unanimously.

Planning Commission Report: Minutes received, no action necessary.

Parks and Recreation Commission Report: Draft Parks and Recreation Commission minutes June 13, 2017 were distributed to the Board prior to the meeting. No further report.

EMA Report: Adams Regional EMS report received by the Board prior to the meeting showed four calls in the Township.

Fire Company Reports: Fountaindale Fire Department report received by the Board prior to meeting showed ten calls for June.

Zoning Officer's Report and Code Enforcement Officer's Report: The Zoning Officer and Code Enforcement Officers reports for June were received by the Board prior to the meeting. Six permits issued and 11 code violations investigated. Vice-Chairman Woerner motioned to accept the Zoning Officer's report. Supervisor Dille seconded. The motion carried unanimously.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): COG no report. ACATO to sponsor Secretaries Luncheon which the Board suggested
. Secretary Garretson attend.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): no report.

Pennsylvania State Police Report. PASP June report was received by the Board prior to the meeting. Chairman Gordon noted twenty-four calls for the month.

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 via a notice on the office door.

- Parks and Recreation Commission - July 11, 2017.
- Planning Commission - July 25, 2017.
- Board of Supervisors Workshop - July 27, 2017.
- Board of Supervisors - August 1, 2017.
- Joint PC & Board of Supervisors Workshop - August 21, 2017

Adjournment: At 8:20 PM Vice-Chairman Woerner motioned to adjourn the meeting. Supervisor Reamer seconded. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

Robert L. Gordon
Chairman