

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Regular Workshop
December 19, 2019

At 7:00 PM Chairman Deardorff called the meeting to order. He announced that the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Supervisors Present: Chairman J. Edward Deardorff, Douglas Woerner, LuAnn M. Dille, David B. Martin and Robert L. Gordon.

Staff Present: Roadmaster Ray Herr and Secretary/Treasurer Nina Garretson.

Public Present: Coleen Reamer and John Messeder of the *Gettysburg Times*.

Agenda Approval. By general consensus.

Executive Session: The Board of Supervisors went into Executive Session at 7:02 PM regarding a personnel matter. Returned at 7:12 PM.

Public Comment: None.

Township Business: The following Township business was discussed:

Waste contract discussion to answer Adams County questions about a one-year extension and the next bidding process. Board to add to January meeting.

Discussion by Board regarding RFP for Township Solicitor. Secretary stated she provided draft and was told by three Board members to table. Supervisor Gordon suggested to table until January. Each Supervisor gave their input which included both pro and con reasons such as, communication, conflict of interest, good to have local, dissolving of municipal authority. It was decided by the Board to have Secretary place ads as was motioned at December 3rd meeting. Chairman Deardorff said he would abstain on future votes since he does work for Solicitor.

Chairman Deardorff stated he, Supervisor Martin and Roadmaster Herr attended a bus meeting at the Fairfield School District. The school was very pleased with the response to assist if needed, and praised the road department for their snow maintenance, line painting and signage which helps drivers. Roadmaster Herr said the school safety director is asking for a letter from the Township for Adams County EMA to have their radio frequency. Supervisor Gordon will take this concern to Council of Governments (COG). Roadmaster Herr said another charger is needed for new 2019 truck at an approximate cost of \$400. To be added to January agenda. Supervisor Martin will have EMA come to reprogram radios.

Roadmaster Herr said bamboo issues being resolved, and there is issue with SGI on Gum Springs Road. Chairman Deardorff said the cost of winter maintenance is about \$18.00 a mile. Roadmaster Herr said mag chloride will be needed. Chairman Deardorff said to order 16 skids with road department to haul. Roadmaster said the trailer is ready. Board told to hold until January since in the 2020 budget.

Supervisor Gordon stated he and Roadmaster are working on the driveway ordinance, which will have to take into consideration changes being suggested for the SALDO by Planning Commission. Chairman Deardorff said Roadmaster to complete numbers to find lot owners for Dennis Kauffman Survey of roads. Roadmaster Herr said that the home owners should be checked with regarding adding safety lights in Orrtanna. Chairman Deardorff suggested a light be added at the entrance to the Community Park.

Chairman Deardorff recognized Supervisor Dille for her service to the Hamiltonban Township community since this will be her last official meeting. He presented a thank you letter from the Board of Supervisors along with a recognition plaque and certificate from PSATS.

Supervisor Gordon led discussion of Comcast Agreement which both Freedom Township and Abbottstown Borough have approved with a PEG fee included of \$.60. The Board was okay with the agreement as presented. He stated he does not know what Butler and Reading Township have decided from these negotiations. Since the cap for attorneys' fees was to be \$1,200 for each of the five municipalities, the Secretary was told to only reimburse for the fee charged to Hamiltonban for the Saltzman & Hughes attorney who attended the November Board meeting.

Secretary Garretson made the Board of Supervisors aware ACNB Bank is now charging at \$2.00 per month fee for accounts. Supervisor Martin asked about making direct deposit available for employees. Secretary suggested that the Board must then consider holding payroll for a few days, as most businesses hold a week or more, and to complete this process would take two days. Currently the payroll ends on Wednesday, and employees are given checks the next day. Secretary to find out the cost and advise Board.

Supervisor Gordon suggested the Board meetings for 2020 be held on the first and third Tuesday each month, with no workshops. Supervisor Dille said this will conflict with what Planning Commission requested in November and December. Board felt it should not be a problem. The Township Solicitor will only be requested to attend the first meeting of the month, and not both.

Supervisor Gordon said that the hearing date for the draft Zoning Ordinance needs to be set. Secretary Garretson provided the new rates for AmTrust Workers Comp insurance to Board and stated she has notified the municipalities which share the cost for Fountaindale Fire Company. She also shared the cost of the Adams County website migration cost. All items to be added to January agenda.

Secretary Garretson asked about ordering new software for the fuel station as the program currently being used will no longer be supported. She will check into what will be involved with this conversion and advise.

Supervisor Gordon said the Solicitor will give a report of the ISP Tax Assessment.

Roadmaster Herr reminded he will be using vacation time Thursday and Friday of the next two weeks. Secretary Garretson informed the Board she will be using some half days to use personal time. She requested her unused vacation time be carried over into 2020. Board approval by consensus. Chairman Deardorff stated he will contact employee on leave to retrieve Township cell phone for use by other employees. Supervisor Martin suggested that the Roadmaster be reimbursed for the use of his personal cell phone.

Supervisor Dille stated the Fairfield Union Cemetery will hold their meeting on January 13, 2020 at the Township office.

At 8:38 PM Supervisor Gordon motioned to adjourn. seconded by Supervisor Martin. The motion carried unanimously.

The next Board of Supervisors meeting is January 6, 2020 at the local prevailing time of 7:00 PM.

Nina Garretson, Secretary/Treasurer

J. Edward Deardorff, Chairman