

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Meeting Minutes
February 21, 2023

Board Meeting: At 7:00 PM Chairman Deardorff called the Board of Supervisors meeting to order. He announced the meeting was being recorded only for purpose of minutes. The pledge of allegiance was recited.

Supervisors Present: J. Edward Deardorff, Robert Gordon, Douglas Woerner and Coleen Reamer. David Martin absent.

Staff/Consultants: Secretary/Treasurer Nina Garretson, Roadmaster Ray Herr, Solicitor Matthew Battersby, and Tax Collector Pam Wiehagen.

Public: Bill and Brenda Rigby, Judy Seniura of the *Gettysburg Times*.

Approval of the Agenda: Vice-Chairman Woerner motioned to add 6.i. Resignation from Board of Supervisors and 6.j. Request from South Mountain Fire Company and approve the amended agenda. Supervisor Reamer seconded. The motion carried unanimously.

Public Comment: Bill Rigby, 4950 Fairfield Road stated he is still having issues with stormwater. He said the catch basins are six inches above the grade at 4910 Fairfield Road. Chairman Deardorff said the township engineer Fred Heerbrandt at that time, had made recommendations in 2018 and 2019 and that C.E. Williams made those changes. Chairman said that the Township will have current engineer look to see if there are any further recommendations, and meet with Mr. Rigby. The Rigby's left at 7:05 PM.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the February 7, 2023 Board of Supervisors Meeting minutes. Supervisor Reamer seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby stated ISP tax assessment appeal is hiring an appraiser and we may know something further at the end of the month. Notice of Appeal by Watershed Alliance of Adams County regarding 335 Swamp Creek - Petrus Holdings is hiring their own soil scientist and we are waiting.

Solicitor to review draft amendments for ordinances and bid documents.

Vice-Chairman Woerner motioned to approve Solicitor report. Supervisor Gordon seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:11 PM.

Old/New Business:

Supervisor Gordon said the January Zoning Officers report showed he issued 3 building permits and 1 well permit. The Code Officers report showed he did site visits for two properties on Iron Springs Road. Vice-Chairman Woerner motioned to approve Zoning Officer and Code Officer's reports. Supervisor Reamer seconded. The motion carried unanimously.

Supervisor Reamer motioned to approve Resolution 2023-07 Proclamation designating the month of April, 2023 as Pennsylvania 811 Safe Digging Month. Supervisor Gordon seconded. The motion carries unanimously.

Supervisor Reamer motioned to approve and have Secretary Garretson submit the SEO 2022 Reimbursement application as presented. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to participate in the 2023 Great American Cleanup of PA, as in past years, on April 22, 2023. Supervisor Reamer seconded. The motion carried unanimously.

Chairman Deardorff motioned to have Secretary draft ad for Board approval for insertion in the *Gettysburg Times* and *Merchandise* for part-time office help. Vice-Chairman Woerner seconded. The motion carried unanimously.

Discussion regarding Cemetery Ordinance and Recreational Vehicles, and amendments to Shooting Range, Tent & RV Hosting, Broadband. Board said to forward to Planning and Zoning Commission for comments. Solicitor and Zoning Officer to review.

Chairman Deardorff motioned to deny septic pumping excusal for 45 Scotch Trail -Topper. Supervisor Reamer said they need to get on the Township's schedule for pumping and inspection. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve advertising the Moritz Road and Cold Springs Road Paving Project as presented. Secretary Garretson said she still needs to complete application for prevailing wage to be added to the packet. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve the resignation of Supervisor David B. Martin effective immediately. Supervisor Reamer seconded. The motion carried unanimously. Discussion of possible candidates to fill vacancy. Supervisor Reamer suggested Matthew Inskip, who currently serves on Joint Parks & Recreation Commission, and Ryan Picarelli. Vice-Chairman Woerner suggested Ed Spence. Vice-Chairman Woerner motioned to ask that they attend the next Board meeting. Supervisor Gordon seconded. The motion carried unanimously.

Discussion of request from South Mountain Fire Company to loan money for purchase of Bush/Special Unit Firefighting Vehicle. Board said loan not possible but they can make request for donation to assist with cost as other fire companies have done.

Road Report: Roadmaster Herr said bids for Mount Hope Road Culvert were opened on February 15, 2023. He said bids received from Clearview Excavating Inc for \$198,100 base and with alternate \$221,639.35; DL Georg & Sons Construction Co for \$220,700.00 with alternate \$237,058.75; and lowest bidder was C.E. Williams with a bid of \$195,090.00 with alternate \$214,640.00. Chairman Deardorff motioned to accept the C.E. Williams bid of \$214,640.00 base and with alternate. Supervisor Gordon seconded. The motion carried unanimously. Supervisor Gordon motioned to issued Notice to Proceed for the Mount Hope Road Culvert Replacement Project pending completion of all necessary contract documents to the satisfaction of the Township Engineer and Solicitor. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve preparation of Scope of Work for Cold Springs Road Culvert with build up due to approach. Vice-Chairman Woerner seconded. The motion carried unanimously.

Roadmaster said he was given the build date of April 10th for the new truck. Secretary Garretson reminded Board the closing on the loan is March 1st.

Roadmaster Herr said the 2019 F550 is scheduled to be fixed in May from a part ordered last July which just arrived at Keystone Ford.

Roadmaster Herr said the boom mowing should be done this week.

Roadmaster Herr said the Township owes several hours to Cumberland Township for use of their chipper. Chairman Deardorff motioned to approve 1- or 2-days work to reimburse them. Vice-Chairman Woerner seconded. The motion carried unanimously.

Roadmaster Herr said Liberty Township wishes to purchase old sign post digger. Chairman Deardorff motioned to approve the sale for \$250.00 to Liberty Township, sold as is, with receipt of sale. Vice-Chairman Woerner seconded. The motion carried unanimously.

Roadmaster Herr said the said the Road Department is working on ditches. He said he and James Eyler will be off for an hour on Thursday for funeral. Vice-Chairman Woerner motioned to approve Roadmasters report. Supervisor Reamer seconded. The motion carried unanimously.

Secretary/Treasurer's Report: Secretary Garretson provided P&L financial reports to the Board prior to the meeting. She stated as of February 17, 2023 the General Fund shows income of \$56,391.50, expenses of \$128,469.37, and net after transfers -\$72,077.87. Supervisor Gordon motioned to approve Secretary/Treasurer's report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Discussion items: Vice-Chairman Woerner said the FREMA meeting they announced a new 32 hour special training and that Mayor Harris will obtain more information as to who must have training. The NIMS course is being phased out. He said Fairfield School District will be the main evacuation site for the area.

Special Notices: None

Public Comment: Pam Wiehagen, Tax collector said Fairfield School District is talking about appointing Phyllis Doyle-Smith to collect taxes for them for 2023, as they do not want to use the Adams County Treasurers office.

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.

- Planning Commission February 28, 2023
- Board of Supervisors Meeting – March 7, 2023
- Parks and Recreation Commission – March 14, 2023

Adjournment: Vice-Chairman Woerner motioned to adjourn at 7:58 PM. Seconded by Supervisor Reamer. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman