

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Special Meeting Minutes

March 6, 2018

At 6:00 PM Supervisor Deardorff called the meeting to order and welcomed the public. 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, LuAnn M. Dille, David B. Martin and Robert L. Gordon.

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

Others Present: Ron Harris, Carroll Valley Mayor, Richard Hileman, Chief Carroll Valley Police Department, Karen Kugler, Superintendent Fairfield Area School District, Coleen Reamer, Duane Williams, Clyde McClain, Charles Christianson of Friends of Toms Creek, Cliff Frost, and John Messeder of the *Gettysburg Times*. **FRANKLIN TOWNSHIP Supervisors and Staff:** JR Crushong, Matt Williams, Susan Plank, Curt MacBeth, and Larry Dillon. Other were present but failed to sign in.

Public Comment: none

Addressing Safety Issues Requested by Fairfield School District:

Superintendent Kugler stated the school is looking for assistance in addressing safety and security issues at the school with the new track. There is a fence and gate. She asked if the Supervisors would be open to providing police patrols during the overnight hours. The area is open from dawn to dusk. Mayor Ron Harris stated Carroll Valley would be open to discussion to address these issues. Chief Hileman said an arrangement could be made, but would need more information to calculate cost. He said an estimate would be \$60,000 for approximately 20 hours per week based on Fairfield Borough costs. (\$1,000 per week for 20 hours or \$50 per hour) The Pennsylvania State Police would sign over jurisdiction to Carroll Valley Police Department. Solicitor Battersby said he will look into the prior union contract for the "stay out period" which was entered into when Hamiltonban disbanded their police department. He also asked that Carroll Valley check with their solicitor regarding liability. If possible, at the next meeting the School District will present a formal request. Carroll Valley would advise of cost. Cost sharing may be investigated with Fairfield Borough and Liberty Township. Mayor Harris and Chief Hileman left the meeting at 6:15 PM. Supervisor Martin suggested the possibility of using the Adams County Fire Police.

The Fairfield School District is still requesting pedestrian crossing sign. Supervisor Dille inquired if the request for a pedestrian crossing sign implied the School District was considering doing away with the school crossing guard. Superintendent Kugler said no that it was a safety issue, to slow people down. Kugler reported Pennsylvania State Police ticketed 9 vehicles during an incident last Thursday. No further discussion. Superintendent Kugler left the meeting at 6:21 PM.

Hickory Bridge Road Bridge Project

Solicitor Battersby started discussion stating he was in contact with Franklin Township Solicitor Yannetti to draft Inter-Municipal Agreement. The draft should be completed for review by all parties shortly. He advised that the Hamiltonban Township Supervisors could tentatively approve box culvert bid with contingencies. Franklin Township Supervisor Crushong said that Keystone Concrete

would have a two year warranty on the culvert and would issue a letter of credit. The delivery would be expected in 90 days and that Franklin Township is looking to do this work in June.

Supervisor Gordon motioned to approve the bid from Keystone Concrete of \$76,000 and the scope of work estimate of \$95,784 provided by Franklin Township, contingent upon the additional items are addressed and the Inter-Municipal Agreement completed. Vice-Chairman Woerner seconded. The motion carried unanimously.

Adjournment: At 6:39 PM Supervisor Dille motioned to adjourn the meeting. Vice-Chairman Woerner seconded. The motion carried unanimously.

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Monthly Meeting Minutes
March 6, 2018

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, LuAnn M. Dille, Robert L. Gordon and David B. Martin.

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

Commission Members: Laura Morgan and Matt Inskip

Public: Cliff Frost, Duane Williams, Clyde McClain, Ed Fitzgerald, Coleen Reamer, Richard Johnson, Chuck Christianson of Friends of Toms Creek, Eric Gladhill of CS Davidson, Charles Reid of Strawberry Hill, Maurice Brown, David Brown, George Harbaugh, Mike Pue, Betty Pue, John Luntz, Lizzy Ryan of the Emmitsburg *News Journal* and John Messeder of the *Gettysburg Times*. Others were present but failed to sign in.

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

Public Comment:

Maurice Brown, 364 Mt. Hope Road addressed the Board and asked the following: why the Road Department was running trucks with blades down when no snow on the roads, shoulder repair work needed, and sweeping water and cinders off township and church driveway. Chairman and Road Coordinator Deardorff said the shoulder work would be done later this spring and road crew was sweeping anti-skid. Thanked him and stated the Township will investigate other issues.

Laura Morgan, Secretary for the Joint Parks and Recreation Commission said she was here instead of Terry Scripture, who requested to discuss the Hamiltonban Township and Park FaceBook page. Terry, who is chair of the Joint Parks & Recreation Commission currently oversees and is administrator for this page. She does this at no expense to the Township and is willing to continue. Laura stated that over 182 people have viewed the page and it is important to continue this media for the Township. The Board said they will continue discussion and take this under consideration.

Chuck Christianson, 410 Mt. Hope Road also questioned why trucks being run with the blades down. Chairman and Road Coordinator Deardorff said they will investigate.

Cliff Frost, 301 Mt. Hope Road, presented two packets of materials with cover letter to the Board of Supervisors regarding proposals for the draft zoning ordinance. While the draft supports the comprehensive plan, he had listed reasons why he thought the Planning Commission and Board of Supervisors should consider a different zoning district for a property it lists in the Village Mixed District in the current draft. He said this shows proposed zoning around Fairfield Borough, which the Fairfield Borough describes as Low Density Building Village Mixed. It would be expensive to go across creek, proposed highest density housing connects with Borough grid. And in Flood Plain areas move high density housing, which he said there is no reason to build.

Chairman Deardorff stated the Township is required to re-examine zoning every so many years. He said the elected officials have donated over fifty hours of time over two years in this review process. The Township is not promoting junk yards or mobile home parks and will maintain its rural character. But by providing commercial and light industrial zones where practical to control development will maintain the character.

Duane Williams, 1091 Fairfield Station Rd, understands the Township must provide housing and allow multi-use, such as trailer parks, industrial which permits dumps, but the idea is to maintain character of area. There are areas of concern to the community and the officials should step back and take a look. Solicitor Battersby said the Township must provide reasonable zoning and could be drawn with challenges. Flood plains do change, and to look at Fairfield Borough zoning makes sense since surrounded by Hamiltonban Township.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the minutes of the February 6, 2018 Board of Supervisors Meeting; and the February 22, 2018 Board of Supervisors Workshop Meeting Minutes. Supervisor Martin seconded. The motion carried unanimously.

Solicitors Report:

Solicitor Battersby said he will be working with Franklin Township Solicitor to draft the Hickory Bridge Road Bridge Project Inter-Municipal Agreement. He will be investigating the status of the union police contract. He will be representing the Township at District Justice Court for a septic ordinance violation. Vice-Chairman Woerner motioned to accept the Solicitors Report. Supervisor Martin seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:31 PM.

Road Report and Sewer Report: Roadmaster Herr's report was received by the Board in their Board packets prior to the meeting. Chairman and Road Coordinator Deardorff reported the tractor has been repaired, returned and the mower mounted, the radios have been installed and cold patch work done except on Cold Springs Road. Vice-Chairman Woerner motioned to approve the Road Report. Supervisor Dille seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to cancel one Township cell phone line. Second by Supervisor Martin. The motion carried unanimously.

Supervisor Dille motioned to obtain quotes for upgrade of current camera system at 4020 shop. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to send letters to property owners on Shaffer Lane to make needed corrections. Supervisor Gordon seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve purchase of impact wrenches and sawzall at a cost between \$600-\$700 from NAPA. Supervisor Martin seconded.. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve employees Eyler, Fitzgerald and Oyler to be sent for flagging certification. Seconded by Supervisor Dille. 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 review along with the February 2018 financial statements for all accounts. Vice-Chairman Woerner motioned to approve all expenditures for the month and accept the Treasurer's Report. Supervisor Gordon seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve cost of safety light at Carrolls Tract and Orrtanna Road of \$14.00 per month with Adams Electric. Supervisor Martin 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. Supervisor Dille seconded. The motion carried unanimously.

Supervisor Dille motioned to approve registration for Supervisor Gordon attending the PSATS Convention in April. Vice-Chairman Woerner seconded. Supervisor Gordon abstained. The motion carried. Chairman Dearthoff congratulated him for his picture in the recent *Township News*.

New Business: Supervisor Dille motioned to approve Adams County MOU and Agreement for current website. Vice-Chairman Woerner seconded. The motion carried unanimously. FaceBook Page item on agenda tabled for further discussion.

Vice-Chairman Woerner motioned to appoint Supervisor Dille as representative for Hamiltonban Township at the Retreat from Gettysburg Tourism Corridor Exploratory Meeting. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Dille motioned to advertise for cleaning service for Township Office and Maintenance Building. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to register for the Great American Cleanup. The Hamiltonban Township event to be held on Earth Day in April.. Seconded by Supervisor Martin. The motion carried unanimously.

Vice-Chairman Woerner motioned to appoint Natalie Williams as Deputy Tax Collector. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Dille motioned to obtain quotes for new office computer and software. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Gordon motioned to advertise and amend Ordinance 04-03 An Ordinance limiting parking within the Village Limits of Orrtanna, Adams County, Pennsylvania, and establishing penalties for violation. Amendment to add Beechwood and the Hamiltonban Township portion of Franklin Street, as well as the BB Section to Snow Emergency Plan pending review by Solicitor. Vice-Chairman Woerner seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission minutes for February were distributed to the Board prior to the meeting

Supervisor Gordon motioned to approve the Strawberry Hill Subdivision Plans, with conditions as recommended by the Planning Commission and Township Engineer and Adams County Planning and Development reviews. Vice-chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motioned to grant a waiver for Strawberry Hill Nature Preserve Subdivision Plan of the ordinance requirement, SALDO 904.S.2.d(3)(a) for improvement of Swamp Creek Lane since there will be no further development. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

Vice-Chairman Woerner motioned to permit Highland Township Engineer to take the lead on plans for 1410 Knoxlyn-Orrtanna Road-McCarthy submitted by Wm. F. Hill, and to be reviewed by Hamiltonban Township Engineer. No recommendation by Planning Commission was received. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Gordon motioned to grant 90 day extension for Adams Electric - El Vista Orchards - Mt. Hope Substation requested by Sharrah Design Group. Vice-Chairman Woerner seconded. The motion carried unanimously.

Joint Parks and Recreation Commission Report: Draft Joint Parks and Recreation Commission minutes for February were distributed to the Board prior to the meeting.

Supervisor Gordon motioned to approve Hamiltonban Community Park rules as presented and posted. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Dille motioned to approve pavilion rental fees of \$25.00 for four (4) hours and \$50.00 for eight (8) hours as recommended by the Joint Parks & Recreation Commission. Vice-Chairman Woerner seconded. The motion carried unanimously. Signs and administration would be by members of the Commission.

Supervisor Gordon motioned to approve Resolution 2018-06 Fee Schedule, amending Resolution 2018-03 to include Pavilion Rental Fees. Vice-Chairman Woerner seconded. The motion carried unanimously.

EMA Report: Chairman Deardorff reported that Sam Ginn has almost completed the updates to the Hamiltonban Township EMA Plan and will report to the Board. No further discussion.

Fire Company Reports: Cashtown Fire Company reports received by the Board prior to the meeting. No further discussion.

Zoning Officer's Report and Code Enforcement Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of February prior to the meeting, and included the Code Enforcement Officer's report. Vice-Chairman motioned to accept the Zoning Officer's and Code Officer's reports. Supervisor Gordon seconded. The motion carried unanimously.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon reported the subject last month was gerrymandering but not position taken. The speaker for the upcoming meeting will be a bridge engineer speaking on inspections in Adams County. He said the ACATO held a secretaries meeting

on February 13th, but due to auditors Secretary Garretson was unable to attend. The next event will be July.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Dille said no meetings - no report.

Pennsylvania State Police Report. No report.

Special Notices: Supervisor Gordon said there will be a special workshop meeting of the Board of Supervisors and the Planning Commission to discuss the draft Zoning Ordinance on Monday, March 26, 2018. Supervisor Dille will check to see if the Fairfield Fire Hall is available for this meeting, which will be properly advertised and put on the website.

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 March 13, 2018.
- Planning Commission - March 27, 2018.
- Board of Supervisors Workshop - March 29, 2018
- Board of Supervisors Meeting - April 3, 2018

Adjournment: At 8:09 PM Vice-Chairman Woerner motioned to adjourn the meeting. Supervisor Martin seconded. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman