

Hamiltonban Township

23 Carrolls Tract Road, Fairfield, PA 17320

Board of Supervisors Regular Meeting

January 16, 2024 AGENDA

Per Resolution 2018-08: Hamiltonban Township Public Comment Policy; Persons may use audio, stenographic recorders, or video recorders to record all or any portion of the meeting. Any person using such recording equipment at the public meeting shall make a general announcement, prior to the operation of recording equipment, that the meeting shall be so recorded.

1. Call to Order.

2. Agenda Approval.

An Emergency Executive Board meeting was held at 1:00 PM on January 11, 2024 for the purpose of appointing a Hamiltonban Township Temporary Secretary/Treasurer for the purpose of conducting Township business and signing of documents, checks and any other duty assigned by the Board of Supervisors in the absence of the current Secretary/Treasurer Nina Garretson.

3. Public Comment. (Agenda items only) Citizens may individually address the Board of Supervisors for a maximum of five minutes during this thirty minute period. Prior to addressing the Supervisors, please state your name, address, and, if applicable, the organization that you represent. Please refer to Resolution 2018-08: Hamiltonban Township Public Comment Policy.

4. Appoint Secretary/ Treasurer

5. Approval of Minutes

6. Solicitor's Report.

- a. Sportman's Assoc. Update
- b. Kalathas Driveway Update

7. Old/New Business.

- a. Liberty Township was here to perform payroll.
- b. Liberty Street Boundary Line Contract completed and signed.
- c. Tax collector/Deputy information returned

8. Roadmaster's Report.

- a. 2023 Mack Truck update
- b. Fueling station reporting
- c. Road Saw Status
- d. Rock salt and anti-Skid
- e. New Hire Update – motion to hire/rate

9. Secretary's Report/Treasurer's Report. Secretary/Treasurer Garretson's report was received by the Board in their Board packets prior to the meeting.

- a. Financial Interest Statements sent to all commissions except Ag Security
- b. Filing Cabinets – Movement of Files
- c. Payroll – Lockwood Business
- d. Cermak – Computer system
- e. Staples ordering
- f. Sec/Treas Advertisement
- g. Records prep for Audits
- h. Treasurer Balance Reports and Budget adjustments
- i. Met with PMCA

10. Planning Commission Items:

- a. PMCA took two Zoning files, signed for and returned the next day (Fine Line Trim new build, Greenstone & Howe, Cold Springs Road vacation rental)
- b. Gem Kraft submitted sketch plan submission for subdivision (Land and Sea)
- c. J. Ed requests Solar Field discussion and failing structures to Small Committee
- d. Ed s. would like small committee to discuss abandoned orchards at Small Committee

11. Parks and Recreation: all infiltration ponds are full

12. FREMA

13. Fire Company Reports – Quarterly meeting tomorrow night, January 15th

14. Adams County Council of Governments and Adams County Association of Township Officials

15. York Adams Tax Bureau and Adams County Tax Collection Committee Reports

16. PA State Police Report

17. Discussion Items.

18. Special Notices.

19. Public Comment.

20. 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 – January 23, 2024 Reorganization and Regular Meeting
- *Next* Board of Supervisors Meeting – February 6, 2024
- Parks & Recreation Commission – February 13, 2024 Reorganization

21. Adjourn.

PENDING ITEMS

1. Road Department
 - a. List of problem driveways
 - b. Develop an inspection schedule for Township bridges
2. Long Range Plan for future grant applications
3. Critical Area Resource Plan - Marsh and Rock Creek Watersheds
4. Stormwater
 - a. Middle Creek Study
5. Ordinances/Resolutions
 - a. Animal Control - need to revise
 - c. Noise
 - d. Special Events
 - e. Fire Insurance Escrow Acts 93 and 98
 - f. Burning
 - g. Tree limbs in Right of Way
 - h. Timber Harvesting
 - i. Transient Retail Merchants
 - j. Fireworks
 - k. Planning/Zoning Commission 1-66
 - l. Sewer/Holding Tank Ordinance
 - m. Small Wireless Facilities
 - n. Drones.
6. Sign Book Update
7. Resident Contact System
8. Codification
9. GPS - procedures to change and correct errors
10. Private Lanes
11. Office Crawl Space