

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
**Board of Supervisors Workshop**  
February 23, 2017

At 7:01 PM Chairman Gordon 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 Robert L. Gordon, Coleen N. Reamer, LuAnn M. Dille, J. Edward Deardorff and Douglas Woerner.

**Staff Present:** Secretary/Treasurer Nina Garretson.

**Public Present:** John Messeder of the *Gettysburg Times*.

**Township Business:** The following Township business was discussed:

Secretary Garretson reported to the Board the Act 537 Plan is progressing and that a formal update report has been included in the Board packet. She has received approximately 25 submission forms or proof of pumping from the four districts. Letters and forms requesting hauler information were sent out, and a follow up of all resident inquiries has been completed.

Supervisor Reamer gave an update on the new website designed by Adams County. She stated that Loretta Weaver, Web Master for Adams County is completing the forms online and that it should be ready soon. It was noted that further updates and training with Secretary Garretson will be made prior to going live with the new site.

Secretary Garretson stated Dennis Bucher has been contacted regarding the shop camera's and he is scheduled to return on March 3<sup>rd</sup> for final set up. The cameras are up and working but she is unable to log on from the office system. Supervisor Reamer suggested the use of the old office laptop as a monitor system in the mezzanine.

New computer is on the Capital Improvements Plan for 2018. No action at this time.

Secretary/Treasurer Garretson reported that the checking accounts at ACNB for General Fund, Sewer Fund and Parks & Recreation Fund are not interest bearing. We can have these switched over with no fee and limited processing, with the following restrictions: \$1,000.00 minimum balance; 300 free items per month (.25 cents for each additional item); \$10 monthly service fee if account falls below daily minimum balance.

Secretary/Treasurer Garretson reported on Supervisor Reamer's inquiry into refinancing the loan on 4020 which currently matures 12/15/2032. It is a fixed interest rate for the next 3 years and is capped. If refinanced it would give a fixed rate for the next 7 years but at a cost of \$7,000-\$10,000 in attorneys fees and \$2,500 bank fees. A financing proposal from David Zimmerman with F&M Trust was given to the Board for review based on 5, 7 or 10 years. Attorney John Cox with Rhoads and Sinon has offered to review and meet with the Board if they have an interest in pursuing. Also, was noted that a payment on the PIB loan has been made from the State Fund but that an interest payment of \$270.83 is due. Supervisor Dille and the Board concurred and instructed Secretary/Treasurer Garretson to make this payment from the State Fund.

Chairman Gordon stated that the Roadmaster Herr reported 4020 is currently at 40% in the propane tank. He has spoken with Shipley and that a letter will be sent in the near future advising them to close our accounts and remove their tank.

Chairman Gordon suggested that Road Coordinator Deardorff, Roadmaster Herr and Secretary Garretson review the Draft Driveway and Road Occupancy Ordinances and report back to the Board. There is a joint Board and Planning Commission meeting on February 27, 2017 to review the draft Zoning Ordinance, and it was noted that it will take more meetings to work through this. Work is still needed on the Personnel Policy as well.

Supervisor Deardorff requested that a letter be sent to Valley Quarries to close their gates when not in operation. This is a safety concern and would help with their liability, the Board concurred.

Supervisor Deardorff said the estimate of 730 tons for Old Waynesboro Road Project are included in the Board packet. This was work done with Roadmaster Herr and our PennDOT representative. He is suggesting that the line painting be removed from the estimate as SGI reimburses the Township for this cost. Supervisor Deardorff has met with DL George about assisting with this project and should have an answer in the next week. He is suggesting that bid packets be prepared and sent to Valley Quarries, Fayetteville Contractors and Shiloh Paving. Others may respond to the advertising, and bid packets will be prepared and sent. We had an estimate in 2015 of \$120,000 for this project, but the price of blacktop has come down so it may come in lower.

The Road crew have been taking down trees on Lower Cold Springs Road, and the home owners are utilizing the wood. So far about 60 trees have been taken down. A 17 year-old chainsaw went bad and must be replaced. The replacement price from Harrington was \$519. The Board concurred to purchase a new MS391 Stihl with 20" bar for \$471 through Quincy Hardware.

He stated we have had a few snow events at cost of \$18 per mile. We have ordered all of the salt required on our contract for this year. And, we have submitted our contract for the same amount for 2017--2018.

Road crew is finishing Upper Cold Springs Road they have installed deep water retention pits in. Franklin Township is helping with boom mowing and we will help them build the road for a shared project. We have helped them haul stone.

Supervisor Deardorff has reported that LoBar has replaced all the screws and fixed the roof leaks at 4020 at their cost, and the work is completed.

Supervisor Deardorff reported that DE Gemmill is working on reflective signs at a cost of \$15-\$18 on Zone One for replacements. There are ten zones and it may take 5-10 years to complete depending on cost.

Chairman Gordon gave an update on Hickory Bridge Road Bridge Project we are awaiting the DEP permit and then we can advertise bids. Michaux State Forest bridge cannot be removed but we will maintain the area around and have opened a section of pipe up for the water to go through.

Chairman Gordon said truck repair to the F350 has been done and we will add a motion to the March meeting to approve the additional repair costs.

Regarding the tree seedlings, Chairman Gordon reported he walked the berm and that we need twenty. Supervisor Reamer suggested that we take and move all those located next to the church and use first. Supervisor Deardorff left the meeting at 7:45 pm.

Supervisor Reamer reported that the Park & Recreation equipment will probably be delivered on March 1, and there is a pre-construction meeting scheduled that day also. A motion will be added to the March agenda to waive building and land use fee for JPRC and sign the grant application for Adams County Community Foundation. Votes for names for the New Park are coming in.

Supervisor Reamer said that a bid package should be coming next week for the Iron Springs Plaza Project. Their engineers are preparing but it must be cleared by our solicitor. Chairman Gordon stated the Planning Commission may be sending items from the 1395 Green Ridge Road-Ferguson and SGI Projects to the Board. He said he listed the Carmel of Jesus, Mary and Joseph on the agenda since he was approached by the Fire Company and explained that this is a building code issue which is a state building code issue, not the Township.

Supervisor Reamer requested to add to the pending list about the sealing coating on Knox Road since this is a dirt road. It is very limited traffic and it was listed on the 5 year plan. Further discussion is needed.

#### **Noted Items for March Board of Supervisors Meeting Agenda**

- a. Motion to approve additional 350 truck repair cost of \$867.54 with Keystone Ford for the circuit board instrument cluster.
- b. Motion to have Nina Garretson submit the application for Reimbursement of Enforcing the Pennsylvania Sewage Facilities Act.
- c. Motion to waive the building and land use fees for the Joint Parks & Recreation Commission.
- d. Motion to approve and sign the grant application for Adams County Community Foundation for the Joint Parks & Recreation due March 31, 2017.
- e. Motion to approve Resolution for Proclamation for 811 as requested by PA One Call.
- f. Motion to advertise bids for the Old Waynesboro Road Project.

At 8:05 PM Vice Chariman Woerner motioned to adjourn, seconded by Supervisor Dille the Board of Supervisors unanimously approved to adjourn the workshop.

The next Board of Supervisors meeting is March 7, 2017 at the local prevailing time of 7:00 PM.

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Nina Garretson, Secretary/Treasurer

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Robert L. Gordon, Chairman