

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

September 4, 2012

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. He announced that the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Supervisors Present: Robert L. Gordon, Coleen N. Reamer, James E. Grinder, Harry Rood, and Douglas Woerner.

Commission Members Present: None.

Staff: Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., EMA Coordinator Donald Wills, EMA Deputy Herbert W. Milligan, Sr. and Officer Juanita K. Larmer.

Public: Doreen Premo, Bruce Strasbaugh of the Cashtown Community Fire Department, Dave Martin of the Fountaindale Volunteer Fire Department, Larry Fowler, Constable Ed Crisp, Jenna Stinson of the *Gettysburg Times*, and Elva Benjamin.

Approval of the Agenda: The Board unanimously approved the Agenda with the modification of item 10.i. under New Business.

Approval of the Minutes: Supervisor Woerner motioned to approve the August 7, 2012 Board of Supervisors meeting minutes. Supervisor Grinder seconded. The motion carried unanimously. Supervisor Rood motioned to approve the August 30, 2012 Board of Supervisors workshop meeting minutes. Supervisor Woerner seconded. The motion carried. Supervisor Grinder abstained as he was excused from the workshop. Chairman Gordon announced that there was an executive session at the end of the August 7th Board of Supervisors meeting and at the end of the August 30th workshop to discuss a personnel matter.

Public Comment: Chairman Gordon went over the August activity reports that were submitted by the Cashtown Community Fire Department. Cashtown responded to twenty-two calls none of which were in the Township. Mr. Strasbaugh submitted the Fire Department's Financial Statements for the year ended February 29, 2012 to the Board for their records. Chairman Gordon then went over the July and August activity reports for Fountaindale Volunteer Fire Department. In July, Fountaindale responded to fourteen calls, five of which were in Township and in August they responded to fourteen calls, four of which were in Township. Mr. Strasbaugh left the meeting at 7:10 PM.

Solicitor's Report: No report was submitted as the Solicitor was excused from the meeting.

Road Report and Sewer Report: Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. The Board directed Roadmaster Harbaugh to start the process of getting the permit required by DEP in order to install a box culvert and pipe at Suncrest Lane and Cold Springs Road. Supervisor Woerner motioned to accept the Road Report. Supervisor Rood seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. Chairman Gordon mentioned that the pumping and cleaning of lagoon number two is scheduled for September 19th.

Supervisor Woerner motioned to accept the Sewer Report. Vice-chairman Reamer seconded. The motion carried unanimously.

EMA Report: EMA Coordinator Wills submitted his report at the meeting. He asked if anyone is interested in attending the Pipeline Safety Dinner on September 26th to let him know. Supervisor Woerner motioned to accept the EMA Report. Supervisor Grinder seconded. The motion carried unanimously.

Planning Commission Report: No formal report was submitted as there was no action required by the Board. Supervisor Rood did summarize the August Planning Commission meeting which he attended. The Commission discussed a resident's request to relocate a private lane and then referred the request back to the Board for their comments. The Board tabled the item until an opinion can be made from the Solicitor.

Recreation and Parks Commission (RPC) Report: No formal report was submitted as there was no August meeting.

New Business: Chairman Gordon read aloud the one bid received for the sale of the 2000 Ford Crown Vic. The bid received was from Gettysburg Transmissions in the amount of \$575.95. Supervisor Grinder motioned to award the bid to Gettysburg Transmissions. Supervisor Rood seconded. The motion carried unanimously.

Supervisor Rood motioned to adopt Ordinance 2012-05 that will amend Ordinance 2007-01 by reducing the number of members on the Recs and Parks Commission from seven to five. Supervisor Grinder seconded. The motion carried unanimously.

Supervisor Woerner motioned to approve Application for Payment #5 from Palmer Construction in the amount of \$37,800. Vice-chairman Reamer seconded. The motion carried unanimously.

Supervisor Rood motioned to approve Application for Payment #6 from Palmer Construction in the amount of \$19,800. Supervisor Woerner seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to approve the change order from Palmer Construction for the installation of a MVP receiver for the garage door openers at a cost of \$1,350. Supervisor Woerner seconded. The motion carried unanimously.

Chairman Gordon motioned to install two signs on Old Waynesboro Road warning drivers of horseback riders on road, with a cost not to exceed \$150. Vice-chairman Reamer seconded. The motion carried. Supervisor Rood and Supervisor Grinder voted no.

Supervisor Rood motioned to approve the 2013 Minimum Municipal Obligation for the Non-Uniform Pension Plan and the Police Pension Plan. Supervisor Woerner seconded. The motion carried unanimously.

Chairman Gordon motioned to approve a 3% raise for Jim Eyler as he has successfully completed his ninety day probationary period per the Hamiltonban Township Personnel Policy. Vice-chairman Reamer seconded. The motion carried unanimously.

Chairman Gordon motioned to advertise the Subdivision and Land Development Ordinance (SALDO) revision for a public hearing on October 25, 2012 and for adoption on November 6, 2012. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Rood motioned to add "Any relocation of an existing lane." to the Land Development definition in Section 200 of the SALDO revision. The motion died due to a lack of a second.

Vice-chairman Reamer motioned to advertise Ordinance 2012-06 which will amend the Non-Uniform Pension Plan administered through PMRS for adoption in October. Supervisor Woerner seconded. The motion carried unanimously.

Zoning Officer's Report: The August report was not submitted in time for the meeting.

Code Enforcement Officer's Report: The August report was not submitted in time for the meeting.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Feiler submitted her formal report prior to the meeting along with the August Check Detail reports for all funds. The Board reviewed the financial statements. Vice-chairman Reamer motioned to approve all expenditures for the month of August and accept the Treasurer's Report. Supervisor Woerner seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report prior to the meeting. The Board reviewed the report. Secretary/Treasurer asked the Board if she could attend the Act 32 Earned Income Tax (EIT) Training on October 31st, the Board granted her request. Vice-chairman Reamer motioned to accept the Secretary's Report. Supervisor Woerner seconded. The motion carried unanimously.

Police Report: Officer Larmer submitted her formal report prior to the meeting. She stated that for the month of August there were 55 complaints or service calls, 0 arrests and 3 investigations. She traveled 1,056 miles and used 112 gallons of fuel. Officer Larmer also mentioned that she has been having trouble with her radios and is working on resolving the issue. Supervisor Woerner motioned to accept the Police Report. Supervisor Rood seconded. The motion carried unanimously.

Old Business: None.

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.

- Recreation and Parks Commission – September 12, 2012.
- Planning Commission – September 25, 2012.
- Board of Supervisors Budget Workshop and Regular Workshop – September 27, 2012.
- Board of Supervisors – October 2, 2012.

Special Notices: The Recreation and Parks Commission is looking for volunteers to serve on the commission. Please contact the office if you are interested in participating in local government.

Public Comment: Mr. Milligan submitted a letter to the Board resigning as Deputy EMA Coordinator. Chairman Gordon motioned to accept Mr. Milligan's resignation letter with regret. Supervisor Rood seconded. The motion carried unanimously.

Adjournment: At 8:30 PM Vice-chairman Reamer motioned to adjourn the meeting. Supervisor Woerner seconded. The motion carried unanimously. At this time the Board entered into an executive session to discuss a personnel matter.