

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
Board of Supervisors Workshop  
August 28, 2014

At 7:00 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, Vice-chairman Coleen N. Reamer, Doug Woerner, J. Edward Deardorff and LuAnn M. Dille.

**Staff Present:** Secretary/Treasurer Deborah K. Feiler.

**Public Present:** None.

**Township Business:** Prior to the Workshop, Secretary/Treasurer Feiler presented the Board a proposed draft Roadway Occupancy Ordinance for their review. This proposed Ordinance would regulate roadway occupancy and would require obtaining a permit to open or cut into any Township roadway. The Board went over the draft Ordinance and listed items that should be added to the proposed Ordinance and suggested a Permit Application be created to go along with the Ordinance. Currently the Township does not have such an Ordinance or Permit.

Due to the recent questions from property owners regarding the procedure for issuing a Driveway Permit, Secretary/Treasurer Feiler presented to the Board a draft disclaimer to go along with the Road Occupancy Permit, which is actually used for a Driveway Permit. To alleviate confusion, the Board discussed preparing a separated Driveway Permit Ordinance and Permit Application and do away with the current permit.

Prior to the Workshop, Secretary/Treasurer Feiler presented to the Board a draft 2015 General Fund Budget. This budget is not in balance and is to be used as a starting point in the budget process. The Board discussed "wish list" items that may be added to the 2015 General Fund Budget which included the possible purchase of a computer for the Road Department, Codification of Ordinances, a drop spreader for the dump truck, and an implement storage shed at the maintenance facility. The Board will continue to work on the proposed 2015 budgets at the September, October and November workshops.

The National Pollution Discharge Elimination System (NPDES) Permit for the Municipal Facilities at 4020 Bullfrog Road will expire in October 2014. The Board discussed having C.S. Davidson, Inc. renew the permit as there will be more work done at the 4020 Bullfrog Road location in the future.

Supervisor Deardorff updated the Board with road work being done by the Road Crew. Seal coating will begin Tuesday, September 2<sup>nd</sup> on Bullfrog, Moritz and Cold Springs Roads and paving will begin Monday, September 8<sup>th</sup> on Sour Mash and Thunder Trails. In-house seal coating will follow.

Chairman Gordon updated the Board on the status of the Payment Request Form that was submitted to the Commonwealth Financing Authority (CFA) for the H2O Grant reimbursement. Solicitor Battersby is working with the CFA to work out some of the differences between the Township and the CFA in interpreting what qualifies as a reimbursable expense per the Grant Agreement. A closing date has been set for Wednesday, October 1, 2014 for the sale of the Orrtanna Sewer Plant.

The Board discussed the safety liability concerning the intersection at Carrolls Tract and Cold Springs Roads. A Traffic Study was conducted by the Local Technical Assistance Program through the Pennsylvania Department of Transportation (PennDOT) for that intersection in July 2013 and distributed to the adjacent property owners. The Study listed recommendations to improve the safety of the intersection. It was mentioned that a disclaimer should be prepared stating the Township is not responsible for any accidents that may happen at the intersection, as the property owners have not complied with the recommendations from the Study.

The Board discussed inviting McMahon Transportation Engineers and Planners, the Township Traffic Engineer, to tour the Township and see if there are any road enhancement projects that may be added to the PennDOT Transportation Improvement Program list.

Chairman Gordon who is on the steering committee, summarized for the Board the ALS/BLS (Advanced Life Support/Basic Life Support) meeting that he attended. Seven of the twenty County Fire Departments attended. At the meeting six options were brought up to compensate for WellSpan no longer providing advanced life support. The Fire Departments understand they need to provide advanced life support but do not want to change what they have. There will be more meetings regarding this subject.

It was mentioned that the Adams County Association of Township Officials is sponsoring a Budget Workshop on September 30<sup>th</sup> from 1:00 to 3:00. Secretary/Treasurer Feiler, Chairman Gordon and Vice-chairman Reamer will be attending.

Chairman Gordon went over the pending items list and the items that will be on the September Board of Supervisors meeting agenda.

At 8:12 PM the Board of Supervisors unanimously approved to adjourn the workshop and move into an executive session to discuss a legal matter.

The next Board of Supervisors meeting is September 2, 2014 at the local prevailing time of 7:00 PM.

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Deborah K. Feiler, Secretary/Treasurer

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Robert L. Gordon, Chairman