

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Workshop and Special Meeting
June 25, 2009

Supervisors Present: Chairman Robert L. Gordon, Police Coordinator Coleen N. Reamer, and Supervisors James Grinder and Dale J. Premo

Staff Present: Planning Commission Chairman Pamela Wiehagen, and Planning Commission Secretary Doreen Premo, also Acting Secretary for BOS

Public Present: Mr. Terry Reamer, Mr. Douglas Woerner, Mr. Harry Rood, Mrs. Marilee Rood, Mrs. Emily Oleskey, and son, Thomas Oleskey

At 7:30 PM Chairman Gordon called the meeting to order. Those present recited the Pledge to Allegiance to the Flag of the United States of America.

Public Comment: Chairman Gordon called for public comment. Police Coordinator Reamer spoke with Thomas Oleskey and asked if he was doing his civic project (for Boy Scouts). Thomas replied that he was. Supervisor Premo asked Thomas if he remembered what portion of the total taxes collected for the Township, School District and County that the Township receives. Thomas replied correctly that the Township receives only 1/6 of the taxes.

Township Business:

- Chairman Robert L. Gordon announced that interviews for a Secretary/Treasurer were held on June 9 and June 11.
- The Personnel Policy was discussed to clarify that staff must work 40 hours in one week to qualify for overtime.
- The Supervisors have appointed a candidate for the purpose of replacing Supervisor James Benner whose term expires in 2013. As there is an election in 2011, this appointment will expire in 2011 to keep the positions staggered. Therefore, either a new candidate or the new appointee may run for this position at that time. **Police Coordinator Reamer motioned to appoint Mr. Harry Rood to the supervisor vacancy. Supervisor Premo seconded the motion. The motion carried.** Police Coordinator Reamer thanked Mr. Rood for his interest in the position, and Chairman Robert L. Gordon thanked Mr. Rood for all his volunteering over many years, for attending almost all the meetings over those years, and for his work on creating and maintaining Hamiltonban Township's webpage. He was advised he will need to take his oath of office at the Magistrate's office.
- **Supervisor Premo motioned to appoint Mrs. Deborah K. Feiler as the new Secretary/Treasurer of Hamiltonban Township. Supervisor Grinder seconded the motion. The motion carried.** Chairman Gordon stated that Mrs. Feiler would start orientation on June 29 and complete her necessary paperwork. He stated that she is well-qualified for the position. Police Coordinator Reamer mentioned that Mrs. Feiler has worked with accounting/CPA firms and has audit experience. She will be advised she will need to take her oath of office at the Magistrate's office.
- **Chairman Gordon made a motion to purchase a new computer chair for the office due to its poor and unsafe condition. Supervisor Premo seconded the motion. The motion carried.**

- Police Coordinator Reamer thanked Doreen Premo for all her work filling in until a secretary/treasurer could be hired. She also thanked all those who had helped out during this time. Chairman Gordon also thanked Supervisor Premo and Doreen Premo, Police Coordinator Reamer, and Supervisor Grinder for all their volunteer help in the office. He stated that if the township had had to pay for their labor, the township would have been bankrupted.
- **Police Coordinator Reamer made a motion to return the recently delivered police car as there were so many problems with this vehicle, also urging the Board to discontinue efforts to obtain a car from Day Fleet Ford Company and to pursue other dealers for a new police vehicle. Supervisor Premo seconded. The motion carried.**
- Tax collector Pam Wiehagen discussed the use of credit cards for paying taxes. She said she went to a tax class and learned that this was a possible way for those who preferred charging everything. The taxpayers who use this method would absorb the 3 percent fee charged by the credit card company. There would be no cost to either the township or the tax collector. The only information the tax collector would need would be the Township's i.d. number. Pam said she receives some payments by check online now, so this wouldn't be that much different. Supervisor Premo stated he saw no problem with using this method even though people would probably rarely pay this way. **Police Coordinator Reamer motioned to pass the information on to the Solicitor, and if he finds the plan and agreement to be sufficient, then the Board should allow the tax collector to accept payments by credit card. Supervisor Premo seconded. The motion carried.** Pam stated she would take the materials to Solicitor Battersby at his office.
- Chairman Robert L. Gordon mentioned he hadn't heard anything new on the audit of the Township books. He will call Joyce at Lockwood Business Company to find out the status of the audit.
- Police Coordinator Reamer advised the Board that the 1998 MOU between Hamiltonban Township and the Fairfield Area School District needs updating. This is a document that describes how the police are to react to a call at the school over various concerns such as drugs, shooting victims, and witnesses. This needs to be signed by the Township Officer and the Superintendent of schools. **Chairman Gordon moved to sign the revised MOU between Hamiltonban and the Fairfield Area School District. Supervisor Grinder seconded. The motion carried.**
- A newspaper article in the *Gettysburg Times* was mentioned stating that Adams County and Hamiltonban Township were in the lead with training police officers in an Active Shooter context. This is the first time such a program has been offered in Pennsylvania, and will be conducted by a team out of Baltimore, MD. This training will aid police officers to deal more effectively with a situation such as occurred at Columbine School in Colorado. As a result of numerous other training requests, the program will move to a different school in the area, and all schools in the area will be included before the training moves to another part of the State.
- Chairman Gordon stated that the EMA plans are being updated for emergency personnel by entering the correct names of township people responsible for different areas during a disaster. He also mentioned Officer Larmer's work on facilitating the Active Shooter program with the 911 Center and the School, and stated that he appreciates her efforts.
- Chairman Gordon announced that surveying of the grounds for the future Liberty Worship Center is being done. The construction driveway bids were opened on June 12,

and ranged from just under \$90,000 to slightly over \$130,000. Chairman Gordon said he had signed a letter of intent to award the bid to the lowest bidder, and the Board plans to award the bid at the July 7th meeting or the one in August at the latest. Mr. Watson from Liberty Worship Center said he knows the bidder, likes him, and feels he works well. The Township Engineer/Planner, Mr. Tim Cormany also had good words to say about the company.

- Adding a sprinkler system to the new municipal maintenance building was discussed, but was determined to be cost prohibitive.
- Updated Township facilities plans were brought in to the Planning Commission on June 23. It may be August before the Planning Commission makes its recommendation to the Board and the plan may be approved. Valley Quarries has approved the stormwater plan as water from the Township land could affect their property.
- The Township is attempting to enhance rapport with area fire companies, and towards that end, the Township had invited representatives from the Cashtown Fire Station to visit at a previous meeting to discuss what their box card system entailed. The Cashtown Fire Company has now asked for a cash donation of \$100 from the Township. After some discussion, it was decided to donate \$200 to the Fire Company as they do respond to a portion of Hamiltonban Township in an emergency, and we already contribute a significant amount more to other area fire companies. **Supervisor Premo motioned to donate \$200 to Cashtown Fire Company, and Supervisor Grinder seconded. The motion carried.** Mr. Douglas Woerner of Carrolls Tract Rd. questioned donating this amount of money to the Cashtown Fire Company and stated that “they’re really going to like you over there, now”.
- Chairman Gordon stated that when making telephone bids for this upcoming season’s fuel oil and heating oil, we need to be sure to add in the escalating clause for the suppliers.

Public Comment: During Public Comment, Mr. Douglas Woerner asked if the chair (for the new secretary) had been budgeted for in the yearly budget. Chairman Gordon and Supervisor Premo explained to him that such expenditures are budgeted for in the general fund should the need for an unexpected purchase arise, and that there is sufficient money in the office budget to cover the cost of a chair and any other minor unexpected expense.

Supervisor Premo motioned to adjourn, and Supervisor Grinder seconded. The motion carried. Meeting adjourned at 8:11 PM.

The next regularly scheduled Board of Supervisors Meeting will be July 7, 2009 at the prevailing time of 7:30 PM.

Doreen Premo, Acting Secretary

Robert L. Gordon, Chairman