

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Regular Meeting Minutes
July 16, 2024

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.

Call to Order: The meeting was called to order by Chairman J. Edward Deardorff at 7:00 PM on July 2, 2024 in the Hamiltonban Township Meeting Room. The Pledge of Allegiance was recited by all.

Announcements: A discussion meeting was held prior to the meeting in regards to the trees for the park. It was decided by the board that Mr. Stahler can go ahead with the entire list and when the time comes to place them the Board of Supervisors would like to be involved. The Meeting began at 6:45pm and adjourned at 6:55pm.

Approval of Agenda: Motion to approve the agenda as stated by Supervisor Deardorff, Second by Supervisor Woerner. Motion passed unanimously.

Attendance: A quorum was achieved with Chairman Deardorff, Vice Chairman Woerner, Supervisor Picarelli and Supervisor Spence all in attendance. Also in attendance was Solicitor Battersby.

Public Comment: None

Approval of Minutes: Motion to approve the minutes of July 2, 2024 by Supervisor Woerner, second by Supervisor Spence. Motion passed unanimously.

Also Attending: Tim McCauslin the Township Code Enforcement Officer.

Solicitor's Report:

- The solicitor was asked by the board about the submission received by Raven Rock Mountain Complex. Solicitor Battersby said by congressional law they are not subject to any local zoning or subdivision laws and that we should just send all the plans back. The letter should let them know that they can pick up all the items we received from them as we are not liable for anything concerning this project as we are not permitted to make any changes to the plans as submitted. After some discussion it was decided that the Township Engineer Erik Vranich would construct the letter to be sent. A motion was made by Supervisor Deardorff to approve the letter as stated, second by Supervisor Woerner. Motion passed unanimously.

- It was brought up that the sewer module for Gettysburg National Golf Course was signed by Fairfield Municipal. Solicitor Battersby asked if the township has any kind of municipal agreement with Fairfield Municipal Authority as there is usually an agreement in place if they are going to do something out of their boundaries. The secretary was asked to contact Pat Smith at the Fairfield Municipal Authority to see if there is such an

agreement. Supervisor Deardorff said he did not understand why they went ahead with the module and the solicitor said it was to get DEP approval for the plan so that they move forward to achieve funding. The secretary indicated she received a bill for engineering work that was completed for the golf course and Solicitor Battersby said as no official plan has been submitted that any and all bills should be sent to the Golf Course Supervisor Deardorff made a motion that a letter be sent letting them know that until an official plan is submitted that any and all bills received by the township on their behalf will be sent to them to pay. Second by Supervisor Picarelli. Motion passed unanimously.

Old/New Business:

- Non-Conforming use application still in process.
- Supervisor Spence made a recommendation that the township cut back to one meeting per month instead of two. Solicitor Battersby recommended that we advertise that in the paper when we decide to move forward with that.

Roadmaster's Report:

- Cold Springs Road update: Have been working on the berm & lines have been painted. The project has come in under budget.
- Knox Road pipe: Now that its dry the work can begin next week.
- Skid Loader Repair: Had a hose blow that was covered under warranty and is ready to be picked up.
- BB section soil probes: One lot perced but the other one did not. The second lot would need good dirt and let it sit for 6 yrs. and try again. Otherwise, could possibly combine the 2 lots together and sell as one with a good perc.
- Put a call into Butch Eyler about the Hamiltonban office sign but hasn't heard back.
- Dave the new Road worker is doing really well. He doesn't stand around & gets things done
- Ray was approved by fmsca to train Dave for his CDL.

Supervisor Deardorff said when the projects at Cold Springs and Mount Hope are completed, he would like to get an account of the amount spent and compare it to the budgeted amount.

A motion to approve the Roadmaster report made by Supervisor Woerner. Second by Supervisor Picarelli. Motion passed unanimously.

Secretary/Treasurer Report:

- Payroll Summary report month to date was provided to the Board for review
- Approval to pay 2024 budgeted contributions.

Motion to pay these years budgeted contributions made by Supervisor Deardorff. Second by Supervisor Picarelli. Motion passed unanimously

- New hire status: She is doing very well and getting acclimated to her position.

- Payroll program update: New payroll program was not used this payroll period as too many errors created prior that must be corrected before using the new program.
- Office supplies needed for general office and new office assistant: Motion to allow the secretary to purchase office supplies not to exceed \$300 was made by Supervisor Woerner. Second by Supervisor Deardorff. Motion passed unanimously
- Friday Hours: Secretary would like permission from the board to stay later than 12:00pm on Fridays as needed as long as it does not exceed the 40 hours for that work week. and run in to overtime.

A motion was made by Supervisor Deardorff to increase the secretary's hour on Friday as needed at her discretion not to exceed the 40 hours for that work week. Second by Supervisor Spence. Motion passed unanimously

Motion to approve the secretary's report made by Supervisor Woerner, second by Supervisor Picarelli. Motion passed unanimously.

Planning Commission Items:

- 2345 Cold Springs Road /Petrus holdings Fitz/ Strausbaugh Subdivision: On 7/10/2024 a 30 Day Extension Request was received from CS Davidson.

Motion to approve the 30-day extension from CS Davidson in regard to the Petrus holdings Fitz/ Strausbaugh Subdivision made by

Code Officer: Tim McCauslin was introduced to all of the members of the Board. Mr. McCauslin had a computer issue and lost of his current records which are needed to be compensated. Supervisor Deardorff told Mr. McCauslin that we could help him recreate them so that he could be compensated for his completed work. Supervisor Deardorff started a conversation about his duties and the certifications that he currently has and moved into the issues currently plaguing the township that need to be remedied. He was asked by Supervisor Woerner what he has done for Hamiltonban since the beginning of the year and he said he has written 11 citations for sewer enforcement and several violation visits and letters to residents that were out of compliance. Different code issues within the township were discussed and some remedies were offered. It was recommended that he spend two days a week for a while traveling the township and looking at violations and get some issues addressed and under control. Mr. McCauslin asked the solicitor about carrying a weapon on some of these residence visits and he said no, if you are having an issue just leave and call the police.

Zoning/Building/UCC (PMCA):

The latest monthly bill from PMCA was shared with the board and gone over with discussion. Supervisor Spence asked when we were going to revisit increasing our fees to counter some of the expense the township is burdened with in regards to planning, zoning and land use. Supervisor Deardorff said that process will begin at the small committee meeting in August.

Parks and Recreation: Music in the Park was successful yet again with a large turnout,

FREMA: No Report

Fire Company Reports: No reports were received in time for the meeting

ACCOG and ACATO: No Report

YATB: Meeting at the end of the month/ No report

PA State Police:

- 1 -Hang up
- 2- false Alarms
- 3 -Cancelled
- 2 -Domestic
- 2- MVA
- 2- Animal Debris
- 1 -Hit & Run
- 2 -Request Assistance
- 3 -See officer
- 3 -Suspicious Vehicle
- 6 -Traffic Stops
- 1 -Welfare Check

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 Meeting July 23, 2024
- Board of Supervisors Meeting – August 6, 2024
- Parks and Recreation Commission August 13, 2024
- Board of Supervisors Meeting August 20, 2024

Motion to adjourn the meeting at 8:35pm by Supervisor Woerner. Second by Supervisor Reamer.
Motion passed unanimously.

J. Edward Deardorff / Chairman

Lynda Noel / Secretary