

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
**Board of Supervisors Budget Workshop**  
September 19, 2023

At 6:00 PM Chairman Deardorff 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:** J. Edward Deardorff, Coleen Reamer, Robert L. Gordon, Ryan Picarelli, and Douglas Woerner.

**Staff Present:** Secretary/Treasurer Nina Garretson and Roadmaster Ray Herr.

**Public Present:** None.

**Approval of the Agenda:** By Board consensus.

**Public Comment:** None

**Discussion:** Secretary Garretson provided drafts 2024 Budgets of General Fund, State Liquid Fuels and Capital Reserve. Secretary Garretson said State Liquid Fuels has confirmed the income for 2024. Roadmaster Herr to provide list of projects.

Discussion of Capital Improvement Plan. The equipment storage extension may have to wait due to cost and keep fuel station canopy. Supervisor Gordon said these would need to be advertised for three-sided building. Chairman Deardorff to obtain estimate from APM for next meeting for cost of 120x42 building with 14-foot ceiling – 3 walk in doors and 3 garage doors.

Supervisor Reamer asked Secretary to obtain cost for GoGov mobile apps. Brief discussion regarding Scan Teck, which she would contact Robin at Straban Twp to get feedback. Secretary Garretson said Higher Information Group out of Harrisburg is interested in quoting cost for scanning documents and the township can set the budget.

Supervisor Gordon ask to check all fog seal from Total Asphalt.

Secretary Garretson provided list of loans with current balances. Board wants to pay off 2019 Wheel loader during this current year.

Roadmaster Herr suggested adding a roller purchase for 2024, estimate \$49,000 for a 3 ton and finance for two years. He said he will have 20 cross pipes on Cold Springs. He also said new tires will be needed for backhoe both front and rear, estimate \$10-\$15,000, which would include new rims on front.

Roadmaster Herr said the grader may need center pin. They also want to paint which materials cost \$3,000.00. Chairman Deardorff said to paint low boy also.

Secretary Garretson provided standard 3% increase in salaries for review, along with information from local township rates and the PSATS Salary Survey for Board review. Board to hold executive session prior to next meeting to discuss.

**Public Comment:** 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, unless noted otherwise. Rescheduled changes of date or time will be advertised via the *Gettysburg Times*. Cancellations will be via a notice on the office door and website.

- Planning Commission September 26, 2023
- Board of Supervisors Budget Workshop – October 3, 2023 at 6:00 pm
- Board of Supervisors Meeting – October 3, 2023
- Parks and Recreation Commission – October 10, 2023

**Adjournment:** Chairman Deardorff motioned to adjourn at 6:59 PM. Seconded by Vice-Chairman Woerner. The motion carried unanimously.

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Nina Garretson  
Secretary/Treasurer

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J. Edward Deardorff  
Chairman