

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, Pa 17320
Regular Meeting Minutes
February 5, 2008

Supervisors Present: Chairman Robert L. Gordon, Vice-chairman James E. Grinder, Road Master Jay Edward Deardorff, and Police Coordinator Coleen N. Reamer, and Supervisor James E. Benner

Others Present: Solicitor Matthew R. Battersby, Secretary/Treasurer LuAnn Dille, Planning Commission Chairman Curtis Musselman, Zoning Officer Milton Nicks, EMA Deputy Coordinator Larry Schneider, Planning Commission member and Chair of the Recreation and Park Commission Pamela Wiehagen, and EMA Coordinator Donald Wills

Public Attendees: Gil Clark, Robert Curley, David Donaldson, Guy Donaldson, Barbara Nicks, Dale and Doreen Premo, Harry Rood, Sam Runyon, Douglas Woerner, Richard Fulton from the Gettysburg Times

At 7:30 PM Chairman Gordon called the meeting to order and those present recited the Pledge of Allegiance.

Executive Sessions

There were Executive Sessions on January 28, 2008 and January 31, 2008 to discuss legal issues.

Approval of the Minutes

Police Coordinator Reamer made a motion to approve the January 7, 2008 Reorganization/Regular Board of Supervisors Meeting Minutes and the January 31, 2008 Board of Supervisors Workshop Meeting Minutes, seconded by Chairman Benner. The Board unanimously approved this motion.

Public Comments

Robert Curley, a candidate for Pennsylvania Senate District 33, gave a brief outline of his 80-day campaign.

David Donaldson of Donaldson's Fruit Farm Subdivision off Cold Springs Road, Fairfield, PA. stated that the preliminary subdivision plan approved conditions have not been completed to date. There are disagreements between E & S Plan and the stormwater management plan because State and Federal regulations have changed in the middle of this plan. Submission, review and preliminary approval dates were mentioned. Planning Commission Chairman Musselman stated that the Planning Commission was concerned about the time constraint mandated by the Municipal Planning Code. David Donaldson submitted a written request for an extension. Road Master Deardorff made a motion to approve an extension of sufficient time to complete Adams County Conservation District and DEP requirements, seconded by Vice-chairman Grinder. The Board approved this motion with Supervisor Benner abstaining.

Planning Commission

Road Master Deardorff made a motion to adopt Resolution 04-2008 Sewer Module for Old Orchard Farm by Greater Ortanna Investment Group (GOIG), seconded by Supervisor Benner. The Board unanimously approved this motion.

Chairman Gordon made a motion to appoint Amy Harbaugh of 25 Mountain Lane, Fairfield, PA 17320 to transcript the Planning Commission minutes for \$30 per meeting and Hamiltonban Township Planning Commission Secretary Charlene Grinder will monitor submitted plans, prepare the pre-meeting packets and agendas for the meetings, seconded by Supervisor Benner. The Board unanimously approved this motion.

Chairman Gordon made a motion to adopt Resolution 05-2008, which will establish a \$10,000 escrow account for the Old Orchard Farm Subdivision/Greater Ortanna Investment Group per Resolution 03-2005, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Mr. Clark, GOIG Project Manager, asked if the Board would consider waiving the traffic impact study because GOIG is prepared to make improvements to Knox Road without the traffic impact study results. According to Rettew's correspondence dated November 26, 2007, Rettew concludes that this development does not warrant a traffic impact study. Chairman Gordon stated that per Township's ordinances a traffic impact study shall be required. Road Master Deardorff would like to encourage GOIG to asphalt Knox Road from Carrolls Tract Road to pass the second curve to the east. Mr. Clark stated that the road would be improved according to Hamiltonban Township's ordinance specifications. There are a total of 55 lots proposed in phases. A Penn-DOT permit will be required for the Highland Township access. Police Coordinator Reamer would like a written agreement before a waiver is granted. Road Master Deardorff made a motion to grant GOIG waiver request to preclude the traffic study with the condition of a written agreement that GOIG will asphalt Knox Road per Hamiltonban Township's ordinance specifications from Carrolls Tract Road to pass the second curve approximately 2,750 feet, seconded by Supervisor Benner. The Board unanimously approved this motion.

Police Coordinator Reamer asked if a Penn-DOT permit would be required to update the Carrolls Tract Road/Knox Road intersection because of increased traffic. Supervisor Benner stated tractor-trailers use this intersection. The right-of-way will continue to be 33 feet to include the ditches and 18-foot cart-way.

Solicitor's Report

Police Coordinator Reamer made a motion to adopt Nunc ProTunc 03-2008 Budget Resolution, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

There was a telephone conference call with the Board of Supervisors and Natural Lands Trust's Ann Hutchinson on January 31, 2008 for Old Orchard Farm Subdivision.

Solicitor Battersby gave Road Master Deardorff a draft copy of a road agreement for the McClain's drainage ditch crossing Zoo Road, Fairfield, PA 17320 included was a \$1,200 security.

Chairman Gordon made a motion to prepare a resolution for a tax certification fee. Chairman Gordon amended his motion to include a \$10 tax certification charge plus

a \$10 chargeback fee, seconded by Road Master Deardorff. The Board unanimously approved this motion.

There will be a Board of Supervisors and Planning Commission consultation on February 20, 2008 with Solicitor Battersby and Martin and Martin's Tim Cormany on subdivision procedures.

At the consultation meeting a date may be discussed for the public hearing for the ordinance changes.

Solicitor Battersby has reviewed the proposed Pennsylvania Municipal Retirement System Pension Plan.

Columbia Gas is updating their pipeline valve system. Columbia Gas will need to remove and re-install of a section of chain link fence at the Orrtanna Treatment Plant to replace a valve. Columbia Gas will need to draft an agreement stating that Columbia Gas is responsible to remove, re-install the chain link fence and any other improvements to leave the area in the same condition before their valve improvements.

Zoning Officer's Report

Today, Thomas Seltzer contacted Zoning Officer Nicks. He would like to sell a parcel of land to a person from Maryland. Mr. Seltzer would like a correspondence from the Township stating that the Township acknowledges that the parcel could be subdivided if all of the Hamiltonban Township's Subdivision and Land Development Ordinances requirements are satisfied. Solicitor Battersby stated let him buy a Hamiltonban Township's Subdivision and Land Development Booklet.

Zoning Officer Nicks gave the following January 2008 Zoning Officer's Report. He issued five permits. One permit was issued for a new house and a pool. One extension was granted. He issued one Use and Occupation Permit and a Well Permit. He attended three meetings. Board of Supervisors meeting and Planning Commission meeting were public. Land and Sea Wilbur Slothour and Zoning Officer Nicks had a meeting with Jemez, Inc. at 384 Mount Hope Road, Fairfield. A Hamiltonban Township demolition permit was issued last month for accessory buildings at this location. Hamiltonban Township Land Use Permit/Building Permit is not necessary. The renovations will be to the UCC and Land and Sea, LLC will complete the inspections. Near Greenstone there is a house that was permitted before 2004 but was never completed. Zoning Officer Nicks will correspond with this property owner. Zoning Officer Nicks spoke to another property owner concerning junk vehicles and granted him an extension because of weather conditions. Two inspections were completed. One was for junk violations at the Keene's property. The Wilts' still have one vehicle to remove. The Wilts' promised it would be removed in a few days. Zoning Officer Nicks has finally obtained the Fitz' and Scripture's Use and Occupation Permits from Middle Department Inspection Agency. The Fairfield Area School District (FASD) is requesting that DEP extend their NPDES permits. FASD is in the process of securing the abandon farm buildings per their correspondence dated January 16, 2008. Most of the loose debris has been secured. The property has been properly posted. He worked 24.25 hours, traveled 77 miles, had 29 telephone calls and long distance charges of \$12.49.

Road Master Deardorff asked is Zoning Officer Nicks trying to enforce stormwater management requirements when a new house is built on existing vacate lots. Zoning Officer Nicks stated to date there has not been any structure large enough to be

concerned but he always tells the property owner to abide by the stormwater management requirements.

Police Coordinator Reamer made a motion to approve the January 2008 Zoning Officer's Report, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Treasurer's Report

Supervisor Benner made a motion to approve the January 2008 Treasurer's Report, seconded by Road Master Deardorff. The Board unanimously approved this motion.

March 2008	Income	Expenses	Transfer	Balances
General Account				
ACNB Checking	16,182.70	60,341.09	45,000	16013.19
ACNB Savings	7.81			20,933.44
PLGIT	3,693.82		45,000	117,121.59
PLGIT CD				<u>97,000.00</u>
Total Current Assets				\$251,068.22
Sewer Account				
ACNB Checking	487.50	3,122.04	2,400	485.09
ACNB Savings	2.32			6,212.62
PLGIT	2.21		2,400	<u>3,668.34</u>
Total Current Assets				\$10,366.05
State Liquid Fuels				
PLGIT	7.05			2,045.74
PLGIT Emergency	18.10			<u>5,250.10</u>
Total Current Assets				\$7,295.84

Expenditures

Supervisor Benner made a motion to approve the January 2008 Expenditures, seconded by Road Master Deardorff. The Board unanimously approved this motion.

Secretary's Report

Police Coordinator Reamer made a motion to approve Secretary/Treasurer Dille to attend Quickbooks Training on May 11, 2008 with a cost of \$90, seconded by Chairman Gordon. The Board unanimously approved this motion.

Chairman Gordon made a motion to have J. P. Harris, LLC. collect delinquent per capita accounts, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Police Report

Police Coordinator Reamer distributed Officer Larmer's January 2008 Police Report. She had 59 complaints/service calls. She traveled 1361 miles, used 118.6 gallons of fuel for 11.48 miles per gallon of fuel. She attended one of her legal update trainings but was unable to attend the second legal update because of an Adams County Court case. A section of Iron Springs Road, Fairfield was extremely slippery on January 30, 2008. There were eight accidents within a quarter mile. Officer Larmer thanked

Road Master Deardorff, the Township's Road Crew and Secretary/Treasurer Dille for their assistance in the recent ice storm.

Police Coordinator Reamer made a motion to purchase a criminal computer program update for \$375 in 2008, seconded by Chairman Gordon. The Board unanimously approved this motion. Next year another criminal program will need to be updated for an approximate cost of \$450. Chairman Gordon made a motion to approve the January 2008 Police Report, seconded by Supervisor Benner. The Board unanimously approved this motion.

EMA

EMA Coordinator Wills, EMA Deputy Coordinator Schneider, and Chairman Gordon attended the Pennsylvania Emergency Management Agency (PEMA) meeting at the Adams County Training Center, Gettysburg, PA. PEMA is in favor of regional emergency management organizations but there is no start up funding available at this time. The Adams County's recent ice storm was discussed. The Allegheny Power outage in Hamiltonban Township was discussed at length. Creating shelter was also discussed. Police Coordinator Reamer, EMA Deputy Schneider, EMA Coordinator Wills, Adams County 911 Manager John Eline, and Mary Bowers EMA Deputy Director will have a conference telephone in the next couple of days to clarify protocols.

A bus from S & N Bus Line had a transmission problem on Mount Hope Road, Fairfield. EMA Coordinator Wills and Road Crew Robbie Kauffman spread oil dry on the transmission fluid spill area. Fairfield Fire Chief Jacobs requested eight bags of oil dry and EMA Coordinator Wills delivered it. The Township's oil dry supply has been replenished with a purchase from Sam's Club. EMA Coordinator Wills stated during the long power outage some residents of Greenstone and the BB Section called 911. The 911 calls were routed to Franklin County 911 Center instead of Adams County 911 Center. Franklin County, Blue Ridge Summit ambulance call boxes cover parts of Route 16. Police Coordinator Reamer made a motion to accept the January 2008 EMA Report, seconded by Supervisor Benner. The Board unanimously approved this motion.

Road Report

- Road Master Deardorff gave the following January 2008 Road Report:
1. Road Master Deardorff distributed and explained a new work project form.
 2. Road Master Deardorff showed the other Supervisors a new CDL two-copy inspection book. He will give a monthly report to the other Supervisors.
 3. It was reported to Road Master Deardorff that the stolen signs from the BB Section are in the woods by Gin Trail, Fairfield. The Road Crew will look for the signs when the snow melts and weather permits. The Supervisors will be given an itemized list of the cost of this damage, which will include Road Crew labor, and sign replacement costs.
 4. On January 29, 2008 Road Master Deardorff issued a Driveway Permit off Gum Springs Road for Thomas Seltzer.
 5. Clyde and Bernadette McClain would like to install a basement/sub-pump drain across Zoo Road, Fairfield, PA.
 6. Columbia Gas Company is updating their pipeline valves. Columbia Gas will need to remove a section of the Orrtanna Treatment Plant chain link fence for access to a pipeline valve. Columbia Gas Company will need to have a legal

agreement to ensure that the fence is restored properly and all areas distributed restored to original condition.

7. On February 4, 2008 as a result of an auto accident the stop sign at Mount Hope Road/Bullfrog Road was damaged. It was replaced by 8:00 PM.
8. The 1982 International Dump Truck was inspected and serviced.
9. The Road Crew is cold patching potholes as needed.
10. Currently the Road Crew is in the process of clearing brush and debris on Mount Hope Road from Strawberry Hill to Mount Hope Methodist Church.
11. The Road Crew is constantly replacing damaged and stolen signs, especially in the BB Section and the South Mountain area.
12. Snow removal is done when needed. The last snowstorm average cost was \$25 per mile per application. Road Master Deardorff explained the calculation of cost. The ice storm total cost was \$6,416.96.
13. Ice storms cost more than snow storms
14. The 2008 Salt contract minimum quota has been met.
15. Cutting edges for the three plows are in inventory. Hamiltonban Township uses approximately two changes of double edges per snow season. This would be eight edges total per year per dump trucks and one per year per pick-up truck.
16. Sweeping of the intersections will be done as needed.
17. The Peterbilt had several electrical problems corrected, the radiator was flushed, refilled with new anti-freeze and general service work was completed.

As directed Road Master Deardorff called Randy Van Scyoc of Valley Quarries, Inc. Valley Quarries, Inc. will continue the current land uses behind 23 Carrolls Tract Road, Fairfield. Most of the land will continue to be contracted to a local farmer and rental of the two acres of land with the house and barn to the current stone contractor. Valley Quarries, Inc. will possibly consider leasing the land in the future but not currently.

Supervisor Benner made a motion to approve the January 2008 Road Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Sewer Report

Road Master Deardorff gave the following January 2008 Sewer Report:

1. The latest lagoon testing result came back normal. The City of Harrisburg permit will be resubmitted.
2. Columbia Gas project has been explained to Solicitor Battersby.
3. There are no current problems or concerns at the plant at this time.

On February 13, 2008 there is a meeting with Hickory Bridge Restaurant owner Mary Lynn Martin about the sewer rate increase for the restaurant. Jay McDannell and Donna Walker will represent the Municipal Authority. Road Master Deardorff and Police Coordinator Reamer will represent the Board.

Supervisor Benner made a motion to appoint Solicitor Matthew Battersby as the Hamiltonban Township's Municipal Authority attorney, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

Chairman Gordon accepted the resignation of Guy Donaldson as the Hamiltonban Township Municipal Authority's Chairman and as a member of the Authority as of January 14, 2008 with regrets, seconded by Supervisor Benner. The Board unanimously approved this motion. Chairman Gordon stated that the Board would like to thank and acknowledge Mr. Donaldson for his many years of service to the Hamiltonban Township

Municipal Board. Mr. Donaldson has been a member since the beginning of the Orrtanna Treatment Plant in 1976.

Police Coordinator Reamer made a motion to appoint Terry Lehmer of 1704 Carrolls Tract Road, Orrtanna, PA 17353 to complete Mr. Donaldson term of office, which would have expired on December 31, 2008, seconded by Vice-chairman Grinder. The Board unanimously approved this motion.

Vice-chairman Grinder made a motion to approve the January 2008 Sewer Report, seconded by Police Coordinator Reamer. The Board unanimously approved this motion.

New Business

Police Coordinator Reamer made a motion to accept the resignations of Betty Clark and Ellen Newlin from the Recreation and Park Commission, seconded by Chairman Gordon. The Board unanimously approved this motion. No recommendations were made for these vacant positions.

Vice-chairman and CDL Coordinator Grinder would like to change to PSATS CDL Testing Program. The Township renewed the long-standing annual contract with Omy, Inc as the testing organization. Omy, Inc. will not return any of the annual fee. A question was asked about the actual drug testing charges. No action was taken until there is clarification of fees.

Chairman Gordon stated that at the Elected Auditors meeting it was discussed to have a certified public account audit all the accounts in 2009 because the budget is increasing, and payment of non-recurrent expenses should not be paid until the Board of Supervisors approve the expense at the next monthly meeting. The Board of Supervisors directed Secretary/Treasurer Dille to not pay any non-recurrent expenditures until the Board of Supervisors approve expenditures at the monthly meeting. In July/August time frame the Township will obtain quotes for CPA's to audit all of the Township's accounts.

Police Coordinator Reamer made a motion to pay the Elected Auditors \$10 per hour per State Regulations for time spent reviewing the year-end financial reports, attending the meeting and for the secretary to transcript the minutes, seconded by Supervisor Benner. The Board unanimously approved this motion.

The Board of Supervisors will have a workshop on February 12, 2008 to continue to discuss the Request for Proposal for the new facility. The meeting will start at 7:30 PM at 23 Carrolls tract Road, Fairfield, PA 17230.

At 8:30 PM during the regular February 28, 2008 Board of Supervisors Workshop Meeting the Hamiltonban Township's Emergency Plan will be discussed.

Old Business

Zoning Officer Nicks stated that what Thomas Seltzer wanted was a written statement clarifying that subdivisions are allowed in Hamiltonban Township. It was suggested that Mr. Seltzer be referred to the Hamiltonban Township's web-site for the Hamiltonban Township's Subdivision and Land Development Ordinance and Planning Commission minutes to have documentation that subdivisions are allowed.

The Board thanked Harry Rood for creating and maintaining the Hamiltonban Township's web-site.

Next Meeting Dates

Next regular Hamiltonban Township Recreation and Park Commission meeting will be February 13, 2008, prevailing time 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA 17320

Next regular Planning Commission meeting will be February 26, 2008, prevailing time 7:30 PM at 23 Carrolls Tract Road, Fairfield, PA 17320

Next regular scheduled Supervisors Workshop February 28, 2008, prevailing time 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17230

Next regular Board of Supervisors Meeting will be March 4, 2008, prevailing time 7:30 PM, at 23 Carrolls Tract Road, Fairfield, PA 17320

Adjournment

At 9:45 PM Supervisor Benner made a motion to adjourn the meeting, seconded by Road Master Deardorff. The Board unanimously approved this motion.

LuAnn M. Dille
Secretary/Treasurer

Robert L. Gordon
Chairman