

## **Hamiltonban Township Board of Supervisors**

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

February 7, 2012

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. He announced that the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

**Supervisors Present:** Robert L. Gordon, Coleen N. Reamer, James E. Grinder, Harry Rood, and Douglas Woerner.

**Commission Members Present:** Doreen Premo.

**Staff:** Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., EMA Coordinator Donald Wills and Officer Juanita K. Larmer.

**Public:** John Iaea, Bruce Strasbaugh of the Cashtown Community Fire Department, Eugene Starbuck, Marilee Rood, Jonathan Cox of Rhoads and Sinon, LLP, Fred Heerbrandt of Wm. F. Hill & Assoc., Inc., Charles Harsanyi, and Lee Royer of R. Lee Royer & Associates.

**Approval of the Agenda:** The Board unanimously approved the Agenda.

**Approval of the Minutes:** Supervisor Woerner motioned to approve the January 3, 2012 Re-Organization and Board of Supervisors Meeting Minutes. Supervisor Rood seconded. The motion carried unanimously. Supervisor Rood motioned to approve the January 26, 2012 Board of Supervisors Workshop Meeting Minutes as corrected. Supervisor Woerner seconded. The motion carried unanimously. Chairman Gordon noted that an Executive Session was held after the January 26<sup>th</sup> workshop to discuss a personnel matter.

**Public Comment:** Mr. Heerbrandt went over with the Board the Chapter 94 Annual Report for the Orrtanna Treatment Plant. Vice-chairman Reamer motioned to accept the Chapter 94 Annual Report as presented. Supervisor Woerner seconded. The motion carried unanimously. Mr. Heerbrandt left the meeting at 7:07pm.

Mr. Cox submitted to the Board Ordinance 2012-02 regarding the issuance of a general obligation note in the amount of \$500,000. This financing is needed to cover construction expenses until the RACP Grant funds become available. Chairman Gordon motioned to hire Jonathan Cox of Rhoads & Sinon, LLP as bond counsel. Supervisor Woerner seconded. The motion carried unanimously. Supervisor Rood motioned to approve Ordinance 2012-02; an ordinance regarding the issuance of a general obligation note in the amount of \$500,000 pursuant to the PA Local Government Unit Debt Act. Vice-chairman Reamer seconded. The motion carried unanimously. Mr. Cox left the meeting at 7:13pm.

Mr. Strasbaugh thanked the Board for the Township's donation to the Cashtown Community Fire Department. Mr. Strasbaugh left the meeting at 7:13pm.

Chairman Gordon went over the activity report January for the Fountaindale Volunteer Fire Department.

Mr. Iaea asked the Board why there has been increased traffic on Lightning Trail. Supervisor Rood explained that in October of 2009 he was granted a driveway permit to install a driveway that would connect Five Forks Lane which is a private lane to Lightning Trail which is public road with a gate that would be closed and only opened during emergencies. With the poor conditions of Five Forks Lane, the gate has been opened and residents of the Lane have been using the cut through to bypass the lower section of Five Forks Lane which is currently under repair. Supervisor Rood said the repairs will be completed in a timely manner and at that time the gate will be closed and the residents of Five Forks Lane will resume using their Lane.

**Solicitor's Report:** Solicitor Battersby gave his formal report at the meeting. He reported that a default judgment was made against an Orrtanna resident for defaulting on their sewer account. Supervisor Woerner motioned to authorize Solicitor Battersby to proceed with this case and put a lien on the property. Supervisor Grinder seconded. The motion carried unanimously.

The Board discussed a second delinquent sewer account with Solicitor Battersby. Supervisor Grinder motioned to authorize Solicitor Battersby to start the collection process. Supervisor Rood seconded. The motion carried. Vice-chairman Reamer opposed.

Solicitor Battersby then commented on the draft Nuisance Ordinance that he has reviewed and will forward his comments to the Board. Vice-chairman Reamer motioned to accept the Solicitor's report. Supervisor Woerner seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:50pm.

**Road Report and Sewer Report:** Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. Supervisor Rood motioned to accept the Road Report. Supervisor Woerner seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. Supervisor Woerner motioned to accept the Sewer Report. Supervisor Rood seconded. The motion carried unanimously.

**EMA Report:** EMA Coordinator Wills submitted his report at the meeting, he thanked everyone for their cards and well wishes during his recent illness. Supervisor Woerner motioned to accept the EMA Report. Vice-chairman Reamer seconded. The motion carried unanimously.

**Planning Commission Report:** Secretary Premo submitted her formal report prior to the meeting. Mr. Royer addressed the Board with regard to the David and Kathleen Hill Subdivision/Addition Preliminary/Final Plan. Supervisor Rood motioned to approve the planning waiver and non-building declaration for the David and Kathleen Hill Subdivision/Addition Preliminary/Final Plan. Supervisor Grinder seconded. The motion carried unanimously. Mr. Royer left the meeting at 8:10pm. Supervisor Grinder motioned to accept the Planning Commission report. Supervisor Woerner seconded. The motion carried unanimously.

**Recreation and Parks Commission (RPC) Report:** Secretary Premo submitted her formal report prior to the meeting. The Board spoke of the Easter Egg Hunt that is scheduled for March 31st and the Official Map. Supervisor Rood motioned to appoint Mary Sanders to the vacant RPC seat with a term expiring in 2016. Supervisor Woerner seconded. The motion carried

unanimously. Supervisor Grinder motioned to accept the RPC report. Vice-chairman Reamer seconded. The motion carried unanimously.

**Tax Collection Committee (TCC) Report:** No report was submitted as there was nothing new to report.

**Adams County Community and Economic Partnership Report (ACCEP):** Vice-chairman Reamer reported on the activities of the Partnership. For economic purposes, the ACCEP is trying to bring Broadband to all of Adams County.

**New Business:** Supervisor Grinder motioned to approve Ordinance 2012-01; An ordinance adopting the amended Police Pension Plan administered through the Pennsylvania Municipal Retirement System. Supervisor Rood seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to approve Resolution 2012-06; A Resolution for small borrowing for Capital Purposes Under Section 8109 of the Local Government Unit Debt Act for the purchase of a backhoe. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Grinder motioned to approve the change orders for the Hamiltonban Township Educational Campus Project – Phase 1. Supervisor Rood seconded. The motion carried unanimously. The change orders are \$1,740 for three RG-59 cables for a TV, five Cat-5 phone lines, and three Cat-5 data lines; \$175 to remove PA prevailing wages and replace with Davis Bacon Wage rates; \$827 for a 40 amp single phase welder circuit; \$266 to install a 15 amp single pole breaker; \$756 for two frame hatch openings with access panels; \$1,600 to install clear ceramic glass in an existing window; and \$2,054 to add a 30 amp breaker for a new water heater and three switches for a heat exchanger and exhaust fans.

Vice-chairman Reamer motioned to approve a letter to Specialty Granules, Inc. denying a timeline request. Supervisor Grinder seconded. The motion carried unanimously.

Supervisor Woerner motioned to accept Bryan Westfall's resignation with regret. Vice-chairman Reamer seconded. The motion carried. Supervisor Grinder opposed.

Chairman Gordon motioned to hire Jim Eyler to replace Bryan Westfall as a full time employee with a pay rate of \$14.25 per hour contingent on his obtaining his CDL. The Board discussed the motion. The motion was withdrawn.

Supervisor Rood motioned to hire Jim Eyler to replace Bryan Westfall as a full time employee with his current pay rate of \$11.50 per hour and to receive a 3% pay increase when he acquires his CDL. Supervisor Woerner seconded. The motion carried. Supervisor Grinder opposed.

Chairman Gordon motioned to allow for the purchase of a laptop computer for the Secretary/Treasurer as budgeted in the 2012 budget with a cost to the Township of \$682.99. Supervisor Grinder seconded. The motion carried unanimously.

**Zoning Officer's Report:** Mr. Wilbur Slothour submitted his formal report for the month of January prior to the meeting. The Board reviewed the reports and noted that three permits were issued in January. Supervisor Woerner motioned to accept the Zoning Officer's report. Supervisor Rood seconded. The motion carried unanimously.

**Code Enforcement Officer's Report:** Mr. Bill Gardiner submitted his formal report for the month of January prior to the meeting. Supervisor Grinder motioned to accept the Code Enforcement Officer's report. Supervisor Woerner seconded. The motion carried unanimously.

**Treasurer's Report and Formal Approval of all Expenditures for the Month:** Secretary/Treasurer Feiler submitted her formal report prior to the meeting along with the January 2012 Check Detail reports for all the funds. The Board reviewed the January financial statements. Supervisor Rood motioned to approve all expenditures for the month of January 2012 and accept the Treasurer's Report. Supervisor Grinder seconded. The motion carried unanimously.

**Secretary's Report:** Secretary/Treasurer Feiler submitted her formal report prior to the meeting. Vice-chairman Reamer motioned to approve Secretary/Treasurer Feiler to register for the Bookkeeping and Accounting Basics online training at a cost to the Township of \$50. Supervisor Grinder seconded. The motion carried unanimously. Supervisor Woerner motioned to accept the Secretary's Report. Supervisor Rood seconded. The motion carried unanimously.

**Police Report:** Officer Larmer submitted her formal report prior to the meeting. She stated that for the month of January 2012 there were 19 complaints or service calls, 3 arrests and 4 investigations. She traveled 594 miles and used 60 gallons of fuel. Supervisor Rood motioned to approve the purchase of literature to give out at the National Night Out Event with a cost to the Township of \$120. Supervisor Woerner seconded. The motion carried unanimously. Chairman Gordon motioned to approve the purchase of two batteries for the ENRADD. Vice-chairman Reamer seconded. The motion carried unanimously. Supervisor Woerner motioned to accept the Police Report. Supervisor Rood seconded. The motion carried unanimously.

**Old Business:** Roadmaster Harbaugh and the Board discussed the progress of the construction of the Hamiltonban Township Educational Campus - Phase 1.

**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 via a notice on the office door.

- Recreation and Parks Commission – February 8, 2012
- Board of Supervisors Workshop – February 23, 2012
- Planning Commission – February 28, 2012
- Board of Supervisors – March 6, 2012

**Adjournment:** At 9:30 PM Vice-chairman Reamer motioned to adjourn the meeting. Supervisor Woerner seconded. The motion carried unanimously. At this time the Board entered into an executive session to discuss a personnel matter.

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Deborah K. Feiler

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Robert L. Gordon