

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

August 6, 2013

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.

Staff Present: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., and EMA Coordinator Don Wills.

Public Present: Larry Fowler, LuAnn Dille, Matt Watson, Earl Harbaugh, Rebecca Harbaugh, and Rick Fulton of the *Emmitsburg News Journal*.

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

Public Comment: None

Approval of the Minutes: Vice-chairman Reamer motioned to accept the July 2, 2013 Board of Supervisors Meeting Minutes and the July 25, 2013 Board of Supervisors Workshop Meeting Minutes. Supervisor Woerner seconded. The motion carried unanimously. There was an Executive Session following the July Workshop to discuss a personnel and a legal matter.

Solicitor's Report: Solicitor Battersby presented his formal report at the meeting. He presented the Consent Order Agreement with the Department of Environmental Protection (DEP) for the Orrtanna Treatment Plant. Vice-chairman Reamer motioned that the Board approve the Consent Order Agreement with DEP. Supervisor Woerner seconded. The motion carried unanimously. The Municipal Authority will meet next week to approve the Consent Order Agreement. Supervisor Woerner motioned to accept the Solicitor's Report. Supervisor Grinder seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:21 PM.

New/Old Business: Supervisor Rood motioned to hire Pricilla Reecher with a monthly salary of \$150 for cleaning the Township Office and Maintenance Facility. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Woerner motioned to adopt Ordinance 2013-04: Nuisance Ordinance Amendment. Supervisor Rood seconded. The motion carried unanimously. This Ordinance amends Ordinance 2012-03.

Supervisor Woerner motioned to renew the Capital Blue Cross Health Insurance effective September 1, 2013. Supervisor Rood seconded. The motion carried unanimously.

Supervisor Woerner motioned to review and rewrite, if necessary, Ordinance 1990-09: An Ordinance Requiring All Houses and/or Business Establishments Within Hamiltonban Township to Display Street Numbers and begin enforcing said Ordinance January 1, 2014. Supervisor Grinder 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 July Check Detail report. The Board reviewed the July financial statements. Supervisor Woerner motioned to approve all expenditures for the month of July 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. The Board reviewed the report. Supervisor Rood motioned to accept the Secretary's Report. Vice-chairman Reamer seconded. The motion carried unanimously.

Road Report and Sewer Report: Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. Roadmaster Harbaugh added that he received a quote for an Auto-dialer that will alert the Road Department when the generator kicks on. More discussion is needed regarding the auto-dialer.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. The Board reviewed and discussed the report. Supervisor Woerner motioned to accept the Road and Sewer Reports. Supervisor Rood seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission meeting minutes for July were distributed to the Board prior to the meeting. No action was needed.

Recreation and Parks Commission (RPC) Report: Draft RPC meeting minutes for July were distributed to the Board prior to the meeting. Supervisor Rood motioned to support and approve the Hamiltonban Township Park Site Plan developed by KPI Technology through the assistance of the Pennsylvania Recreation and Park Society Grant. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Woerner motioned to approve the RPC in moving forward in securing grant funding and private partnership support to develop the infrastructure of the three acre Hamiltonban Township Park. Supervisor Rood seconded. The motion carried unanimously.

EMA Report: EMA Coordinator Don Wills stated that his computer is not working. Supervisor Woerner motioned to accept the EMA Report. Vice-chairman Reamer seconded. The motion carried unanimously.

Fire Company Reports: Chairman Gordon went over the July activity reports that were submitted by the Cashtown Community Fire Department and South Mountain Fire & Ambulance Department. Cashtown responded to twenty-nine calls, two of which were in the Township and South Mountain responded to nine calls, none of which were in the Township.

Chairman Gordon motioned to schedule a meeting with the four fire companies that service the Township to discuss the Adams County Council of Governments Fire Fund Study. Supervisor Woerner seconded. The motion carried unanimously.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of July prior to the meeting. The Board reviewed the report and noted that one sign permit and five building permit were issued. Supervisor Woerner motioned to accept the Zoning Officer's report. Supervisor Grinder seconded. The motion carried unanimously.

Code Enforcement Officer's Report: No formal report was submitted for the meeting. Mr. Gardiner keeps the Board posted via regular emails.

Special Notices: Maintenance Facility Open House is scheduled for Saturday, September 14th from 9:00 - 1:00.

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 - August 14, 2013.
- Planning Commission - August 27, 2013.
- Board of Supervisors Workshop - August 29, 2013.
- Board of Supervisors - September 3, 2013.

Adjournment: At 8:20 PM Supervisor Woerner motioned to adjourn the meeting. Supervisor Grinder seconded. The motion carried unanimously.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman