

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Reorganization Meeting Minutes

January 5, 2026

At 7:00 PM Supervisor Deardorff called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. He announced that Hamiltonban Township is a Township of the Second Class and by State regulation must reorganize tonight.

Supervisors Present: J. Edward Deardorff, Douglas Woerner, LaShay Kalathas., Ryan Picarelli, Edward Spence Jr.

Staff: Roadmaster Ray Herr. Secretary/Treasurer Lynda Noel; Solicitor Matthew Battersby was excused.

Public: None

Public Comment: None.

Supervisor Woerner motioned to appoint J. Edward Deardorff as temporary Chairman and Supervisor Spence seconded. The motion carried unanimously.

Supervisor Woerner motioned to appoint Lynda Noel as temporary Secretary and Supervisor Deardorff seconded. The motion carried.

Supervisor Woerner motioned to reappoint J. Edward Deardorff as Chairman of the Hamiltonban Township's Board of Supervisors. Supervisor Picarelli seconded. The motion carried.

Supervisor Picarelli motioned to appoint Ed Spence as Vice-Chairman of the Hamiltonban Township's Board of Supervisors. Supervisor Spence seconded. The motion carried.

Supervisor Deardorff motioned to appoint Ray Herr as the Safety Coordinator. Supervisor Woerner seconded. The motion carried

Chairman Deardorff motioned to reappoint Lynda Noel as Secretary/Treasurer with wage set as presented in the 2026 budget. Supervisor Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to reappoint Lynda Noel as the CDL Coordinator. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Woerner motioned to appoint Lynda Noel as Right-to-Know Officer. Supervisor Picarelli seconded. The motion carried unanimously.

Supervisor Woerner motioned to reappoint Ray Herr as Roadmaster; Dave Bancroft as full-time road crew, with pay as presented in 2026 budget; and FREMA Agency, Adam Wine, EMA Coordinator and Michael McCabe, as Deputy EMA Coordinator. Supervisor Kalathas seconded. The motion carried unanimously.

Supervisor Picarelli motioned to reappoint the following Township consultants: Matthew Battersby of Battersby Law Office as the Solicitor; Erik Vranich of Keller Engineers as the Township Engineering Company; Gil Picarelli of KPI Technology as the Sewage Enforcement Officer; Jodie Evans of Bowman Consultants as the Traffic Engineer; Pennsylvania Municipal Code Alliance (PMCA) as the Zoning Officer; Erik Vranich of Keller Engineers as the Floodplain Manager; Anne Hutchinson of Natural Lands Trust and Rob Thaeler of the Adams County Office of Planning and Development as the Planning Consultants; Harold Eastman with Barley & Snyder Attorneys at Law as Zoning Hearing Board Solicitor;

and Pennsylvania Municipal Code Alliance as the Building and UCC Inspections Officer; Tim McCauslin as Code Officer; and Brandon Guiher of KPI Technology as Engineer for Parks & Recreation; IT Professional KirbTech Technology all with their current fee schedule. Supervisor Spence seconded. The motion carried unanimously.

Supervisor Woerner motioned to adopt Resolution 2026-01: Appointing SEK CPA's & Advisors as Accountants to prepare the 2025 audit for all of the Township's funds. Supervisor Picarelli seconded. The motion carried unanimously.

Supervisor Woerner motioned to adopt Resolution 2026-02: Appointing members of the Zoning Hearing Board. Supervisor Kalathas seconded. The motion carried unanimously.

Supervisor Woerner motioned to appoint by omnibus LuAnn Dille (1 year term) as the Vacancy Board Chairman (one-year term); Township Auditor Tammy Trocha (4 year term) to the term ending 2029; Township Auditor William Leaman (4 year term) to the term ending 2029; Planning Commission Cal Bream (expires 2029 – a four-year term); Planning Commission Kris Feldmeyer (expires 2029 – a four-year term) Zoning Hearing Board Terry Kuykendall (4 year term). Supervisor Spence seconded. The motion carried unanimously.

Chairman Deardorff motioned to appoint Lynda Noel as Delegate, to the Adams County Council of Governments. Supervisor Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to appoint Lynda Noel as delegate to the Adams County Tax Collection Committee. Supervisor Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to appoint Ryan Picarelli as delegate, of York/Adams Tax Bureau. Vice-Supervisor Woerner seconded. The motion carried unanimously.

Chairman Deardorff motioned to appoint Ed Spence as delegate, for Fairfield Regional Emergency Management Agency (FREMA) representative, Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Woerner motioned to appoint Ryan Picarelli as the liaison to the Joint Parks & Recreation Commission. Supervisor Kalathas seconded. The motion carried unanimously.

Supervisor Woerner motioned to appoint J. Edward Deardorff as representative to the Agricultural Security Commission. Supervisor Picarelli seconded. The motion carried.

Supervisor Woerner motioned to appoint J. Edward Deardorff as the liaison to the Planning & Zoning Commission. Supervisor Spence seconded. The motion carried.

Select Depository Banks: to retain ACNB Bank, Pennsylvania Local Governments Investment Trust (PLGIT), and F & M Trust as the Township's depository banks.

Chairman Deardorff motioned to establish the **Township meeting dates as follows:**

Auditors:	January 6, 2026
Board of Supervisors:	First Tuesday of each month except for: November when the meeting will be on Wednesday, November 5 due to elections
Planning Commission:	Fourth Tuesday of each month
Parks & Recreation Commission:	Second Tuesday of each month

Vice-Chairman Woerner motioned to determine the **Township's observed 2026 Holidays:** New Year's Day-January 1, Martin Luther King Day January 19, Presidents Day February 16, Good Friday-April

3, Memorial Day-May 25, Independence Day-July 4, Labor Day-September 7, Veterans Day-November 11, Thanksgiving Day-November 26 and the day after November 27, and Christmas Day-December 25. Supervisor Picarelli seconded. The motion carried unanimously.

Chairman Deardorff motioned to appoint Lynda Noel to be voting delegate for the Pennsylvania State Association of Township Supervisors (PSATS) Convention and Chairman Deardorff as alternate. Supervisor Picarelli seconded. The motion carried unanimously.

Supervisor Woerner motioned to have the Township follow the Federal IRS mileage allowance which is \$0.70 for 2026. Supervisor Picarelli seconded. The motion carried unanimously.

At 7:12 PM Vice Supervisor Woerner motioned to adjourn the Reorganization meeting. Supervisor Picarelli seconded. The motion carried unanimously.

Lynda Noel
Secretary/Treasurer

J. Edward Deardorff
Chairman