

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Monthly Meeting Minutes
February 2, 2010

At 7:00PM Chairman Gordon called the February Board of Supervisors meeting to order.

Supervisors Present: Chairman Robert L. Gordon, Vice-chairman Coleen Reamer, Supervisor James E. Grinder, Supervisor Harry Rood, and Supervisor Douglas Woerner.

Planning Commission Members Present: Secretary Doreen Premo.

Staff: Solicitor Matthew Battersby (arriving at 7:20PM), Secretary/Treasurer Deborah K. Feiler, Roadmaster John Harbaugh, Police Officer Juanita Larmer, and EMA Coordinator Donald Wills and EMA Deputy Coordinator Larry Schneider (arriving at 7:30PM).

Public: Ronald and Michele Howe, Rick Fulton of the Gettysburg Times (arriving at 7:30PM), and Terry Reamer.

Approval of the Agenda: The Board of Supervisors unanimously approved the Agenda with the additions of i. and j. under New Business; letter of support for Carroll Valley and approval EOP at Orrtanna Sewer Plant, respectively.

Approval of the Minutes: Vice-chairman Reamer motioned to approve the January 4, 2010 Board of Supervisors Meeting Minutes as amended and the January 28, 2010 Board of Supervisors Workshop Meeting Minutes. Supervisor Woerner seconded. The motion carried.

Public Comments: Ronald and Michele Howe requested permission to use their single family dwelling as a bed and breakfast in addition to their home. A recommendation from the Hamiltonban Township Zoning Officer Wilbur Slothour was submitted prior to the meeting. Supervisor Grinder motioned to approve the Customary Home Occupation Application. Supervisor Rood seconded. The motion carried. Mr. and Mrs. Howe left the building at 7:10PM.

Road Report and Sewer Report: Roadmaster Harbaugh submitted his formal road report prior to the meeting. Vice-chairman Reamer motioned to approve the Road Report. Supervisor Woerner seconded. The motion carried. There was a discussion about the new Road Crew position and upcoming training seminars that the Road Crew may attend.

Roadmaster Harbaugh submitted his formal sewer report prior to the meeting. He added that a high-level alarm went off today, Tuesday, February 2, 2010, due to a suspected clog that cleared itself. Paper towels were found in the influent wet well. Vice-chairman Reamer motioned to approve the Sewer Report. Supervisor Rood seconded. The motion carried. Roadmaster Harbaugh left the meeting at 7:30PM to check the weather report and left the building at 7:40PM to attend to the Township roads.

Solicitor's Report: Solicitor Battersby submitted his formal report at the meeting. Supervisor Rood motioned to direct Solicitor Battersby to prepare a License Agreement for Mr. Sgroi allowing him to pass through Township land to access his property. Supervisor Woerner seconded. The motion carried. Solicitor Battersby mentioned that he, Daniel Sanders and his surveyor will be attending the February 23rd Planning Commission meeting to discuss the Daniel Sanders Land Development Plan. Solicitor Battersby also received a phone call from the Attorney that represents the bank that purchased Fairham Development asking where they stand, legally speaking, with the plans. A discussion ensued regarding the state of affairs. Vice-chairman Reamer asked Solicitor Battersby how to amend an action and correctly show that only Supervisors and not their dependents can enroll in the health insurance program. Vice-chairman Reamer motioned that only Supervisors, no dependent, can participate in the health insurance program as done in the past. Supervisor Rood seconded. The motion carried. Solicitor Battersby gave his advice regarding the matter of the shared driveway with Liberty Worship Center. Supervisor Rood motioned to release the retainer held for Charles E. Brake Company, Inc. once the Township receives an approved permit from PennDot. Supervisor Woerner seconded. The motion carried. Supervisor Rood motioned to approve the Solicitor's Report. Supervisor Woerner seconded. The motion carried. At 7:50 PM, Solicitor Battersby left the building.

EMA Report: EMA Coordinator Wills submitted his formal report at the meeting. Vice-chairman Reamer motioned to approve the Hamiltonban Township Emergency Management Agency organizational chart. Supervisor Woerner seconded. The motion carried. Mr. Wills reminded everyone on the importance of completing the NIMS courses and informed the Board of Supervisors of the training classes that he and EMA Deputy Coordinator Schneider will be taking. Vice-chairman Reamer motioned to approve the EMA Report. Supervisor Woerner seconded. The motion carried.

Planning Commission Report: Planning Commission Secretary Premo submitted her formal report and the Planning Commission recommendations prior to the meeting. Supervisor Grinder motioned to approve the Fairfield Municipal Authority Expansion Land Development Plan with the conditions as outlined by the Planning Commission. Supervisor Rood seconded. The motion carried. Secretary Premo also mentioned that herself and newly appointed Planning Commission member Michael Pastovic will be attending the Adams County State of the Waters Conference, Wednesday, February 10, 2010. The conference is free of charge. Supervisor Rood motioned to approve the Planning Commission Report. Supervisor Grinder seconded. The motion carried.

New Business: Supervisor Rood motioned to approve Resolution 2010-05, A Resolution for Application of 2010 Robert C. Hoffman Charitable Endowment Trust for the purchase of a police cruiser. Supervisor Grinder seconded. The motion carried. A discussion followed regarding said Resolution.

Supervisor Woerner motioned to approve Resolution 2010-06, A Resolution for Application of 2010 Community Development Block Grant Funding through the Adams

County Office of Development and Planning for the purchase of a police cruiser. Vice-chairman Reamer seconded. The motion carried.

Supervisor Grinder motioned to approve Resolution 2010-07, A Resolution Adopting the Fee Schedule for Administration of the Sewage Facilities Act and the Appointment of Sewage Officers to Issue Sewage Permits in Hamiltonban Township. Supervisor Rood seconded. The motion carried. The reason for adopting this resolution is due to the Commonwealth of Pennsylvania cutting back on reimbursements to municipalities for Sewage Enforcement Officer costs.

Supervisor Woerner motioned to approve Resolution 2010-08, A Resolution for Application of the 2010 Robert C. Hoffman Charitable Endowment Trust to renovate the Township office to comply with the American Disabilities Act. Vice-chairman Reamer seconded. The motion carried. A discussion followed.

At 8:20 Mr. Fulton left the building.

Supervisor Rood motioned to appoint Nick Myers and David Jones to a four year term expiring December 31, 2013 to the Recreation and Parks Commission. Supervisor Grinder seconded. The motion carried.

Vice-chairman Reamer motioned to approve Supervisor Rood and Supervisor Woerner to attend the PSATS new supervisors training course "What Every Township Official Needs To Know" on Saturdays, March 6 and 13, 2010 for a total cost to the Township of \$350. Supervisor Grinder seconded. The motion carried.

Vice-chairman Reamer motioned to approve Recreation and Parks Committee members Doreen Premo and Juanita Larmer to attend the South Mountain Summit on Friday, February 19, 2010 for a total cost to the Township of \$30. Supervisor Rood seconded. The motion carried.

Vice-chairman Reamer motioned to approve a letter of support for the Borough of Carroll Valley's project to extend bus service from the Borough of Gettysburg to Carroll Valley along PA 116. Supervisor Grinder seconded. The motion carried.

Chairman Gordon motioned to approve the Emergency Operating Plan for the Orrtanna Treatment Plant. Supervisor Rood seconded. The motion carried.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report prior to the meeting. Supervisor Woerner motioned to approve Zoning Officer's Report. Supervisor Rood seconded. The motion carried.

Code Enforcement Officer's Report: Mr. Dave Lutz submitted his formal report prior to the meeting. Vice-chairman Reamer motioned to approve the Code Enforcement Office's Report. Supervisor Woerner seconded. The motion carried.

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 2010 Check Detail report. Chairman Gordon motioned to approve all expenditures for the month of January 2010. Supervisor Rood seconded. The motion carried. The Board of Supervisors reviewed the January 2010 financial statements. Vice-chairman Reamer motioned to make the \$20,000 and \$12,000 transfers, per the 2010 budget, to the Capital Reserve Account for the building and police cruiser, respectively. Supervisor Grinder seconded. The motion carried. Supervisor Rood motioned to approve the Treasurer's Report. Vice-chairman Reamer seconded. The motion carried.

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report at the meeting. Secretary/Treasurer Feiler mentioned that there has been some trouble with the office heat. Keneco was called to service the system. Supervisor Rood motioned to approve the Secretary's Report. Supervisor Grinder seconded. The motion carried.

Police Report: Officer Larmer submitted her formal report prior to the meeting. For the month of January she had 35 complaints or service calls, 4 total arrests and 2 investigations. She traveled 1,444 miles and used 112.5 gallons of fuel. Supervisor Woerner motioned to approve the Police Report. Supervisor Rood seconded. The motion carried.

Old Business: Chairman Gordon pointed out some items that the Board of Supervisors need to take care of, including reviewing applications for the Road Crew position.

Supervisor Woerner asked the Board of Supervisors their feelings regarding the old Getty Station on the corner of Carrolls Tract Road and Route 116. A discussion followed.

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 meeting is scheduled for February 10, 2010.
- Planning Commission meeting is scheduled for February 23, 2010.
- Board of Supervisors Workshop meeting is scheduled for February 25, 2010.
- Board of Supervisors meeting is scheduled for March 2, 2010.

Adjournment: At 8:40 PM Supervisor Rood motioned to adjourn the meeting. Supervisor Grinder seconded. The motion carried.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman