

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

Via platform Startmeeting.com

May 19, 2020

At 7:10 PM Supervisor Deardorff called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. Chairman Deardorff gave instructions to those signed in by computer and those who dialed into the conference call line. He announced the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Supervisors Present: J. Edward Deardorff, Douglas Woerner, and Coleen Reamer Via platform Startmeeting.com: Robert L. Gordon. David B. Martin was absent.

Staff and Consultants Present: Solicitor Matthew Battersby, and Roadmaster Ray Herr. Via platform Startmeeting.com: Secretary/Treasurer Nina Garretson and Township Engineer Fred Heerbrandt.

Public: Cliff Frost, and Lucas Delacruz via Startmeeting.com platform.

Approval of the Agenda: Vice-Chairman Woerner motioned to approve the agenda. Supervisor Reamer seconded. The motion carried unanimously.

Public Comment: None.

Township Engineer, Fred Heerbrandt presented Board with proposal for scope of work for bid for Fuel Station Canopy in the amount of estimate \$3,200.00 which includes engineering service, prepare drawings, contract documents, detailed construction drawings, erosion and settlement drawings. Supervisor Reamer motioned to accept proposal and to have Township Engineer complete the bid package. Chairman Deardorff seconded. The motion carried unanimously.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the minutes of May 5, 2020 Board of Supervisors Meeting. Supervisor Reamer seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby reported he is still awaiting information on the sewer line at 31 Carrolls Tract Road.

Road Report: Supervisor Reamer stated the Road Department needs a third full-time person. Said the Township can use operating reserves to cover expense. Roadmaster Herr will set up interview with Board next week. Chairman Deardorff asked that Roadmaster Herr speak with James Eyler to obtain Class A CDL.

Roadmaster provided quote for rental of roller for one month for base repair. Chairman Deardorff motioned to approve rental from Best Line Equipment for one month of \$1,380.00 for roller. Supervisor Gordon seconded. The motion carried. Roadmaster reported pipes are done on Gum Springs Road ready for Kinsley Construction.

Chairman Deardorff motioned to approve purchasing of pipes for Newman Road and Mt. Carmel Road. Supervisor Reamer seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve proposal from Kauffman Surveying for scope of work to start May 28 in the amount of \$8,330.00 for Moritz Road and Mt. Hope Road projects. Supervisor Reamer seconded. The motion carried unanimously.

Roadmaster Herr reported the backhoe has been repaired and returned. No cost to Township except for replacement of alternator. No further information on streetlights at this time. Vice-Chairman Woerner motioned to accept the Roadmaster Report. Supervisor Reamer seconded. The motion carried unanimously.

Secretary/Treasurer's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors prior to the meeting. Vice-Chairman Woerner motioned to accept the Treasurers Report. Chairman Deardorff seconded. The motion carried unanimously.

Secretary Garretson reported that DCED notified of May and June loan payments have been deferred. General consensus by Board for the Township to make these payments. Secretary will contact.

Old/New Business:

Single bid opened from Hammakers East for seal coating. Supervisor Gordon motioned to accept and award bid to Hammakers East for 16,000 SY at \$1.58 for Mt. Carmel Road and 14,000 SY at \$1.58 for Newman Road for Bituminous seat coat, for a total bid of \$47,400.00. Vice-Chairman Woerner seconded. The motion carried unanimously.

Discussion of new box cards submitted by Cashtown Fire Department. Chairman Deardorff motioned to accept the box cards as submitted by Cashtown Fire Department. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer stated the Fairfield Cemetery Board wants to get rid of burn pit. Chairman Deardorff motioned that Fairfield Union Cemetery can bag extra trash and use Township bin for disposal. Supervisor Gordon seconded. The motion carried unanimously.

Supervisor Reamer motioned to extend the Township's Emergency Declaration from May 30th to June 30, 2020. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary Garretson shared information from Liberty Township on CPR and First Aid training for recertification. Supervisor Gordon motioned to pursue CPR and First Aid training for all employees if available through Liberty Township at a cost of \$60 each. Chairman Deardorff seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve the Go Adams Program at the Hamiltonban Community Park, in conjunction with Wellspan and Adams County Library to begin July 1, 2020 and ending August 30, 2020 with all CDC and state protocols to be adhered to, such as social distancing. Supervisor Gordon seconded. The motion carried unanimously.

Special Notices: Supervisor Gordon reminded that Township Office and Road Department to be closed on May 25th for Memorial Day. Primary Election will be June 2, 2020.

Public Comment: None

Township Meeting Dates: All public meetings are held at the local prevailing time of 7:00 PM at 23 Carrolls Tract Road, Fairfield, PA, unless noted otherwise. Rescheduled changes of date or time will be advertised via the *Gettysburg Times*. Cancellations will be via a notice on the office door.

- Planning Commission – May 26, 2020 via StartMeeting.com
- Board of Supervisors Meeting – June 3, 2020 (due to Primary Elections)
- Parks and Recreation Commission – June 9, 2020
- Board of Supervisors Meeting – June 16, 2020

Adjournment: Vice-Chairman Woerner motioned to adjourn at 7:45 PM. Seconded by Supervisor Reamer. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman