

## **Hamiltonban Township Board of Supervisors**

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

August 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:** None.

**Staff:** Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., and EMA Coordinator Donald Wills.

**Public:** Diane Munck, Elva Benjamin, Bill Kerr, Larry Fowler, Ed Crisp, Jenna Stinson of the *Gettysburg Times*, and Rick Fulton of the *Emmitsburg News Journal*.

**Approval of the Agenda:** The Board unanimously approved the Agenda with the deletion of item 9.b. under the Recreation and Parks Commission Report.

**Approval of the Minutes:** Supervisor Woerner motioned to approve the July 3, 2012 Board of Supervisors meeting minutes and the July 26, 2012 Board of Supervisors workshop meeting minutes. Supervisor Grinder seconded. The motion carried unanimously. Chairman Gordon announced that there was an executive session at the end of the July 3<sup>rd</sup> Board of Supervisors meeting to discuss a personnel matter.

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

Ms. Benjamin asked the Board if the route of a private lane could be modified or altered within the boundaries of a property owners property. Ms. Munck would like to reroute a portion of Five Forks Lane that crosses over her property. The Board responded that any change done to the lane would need to comply with the current Subdivision and Land Development Ordinance (SALDO) and referred her to Section 904: Streets and Alleys of the SALDO. The Board also suggested that Ms. Munck attend the next Planning Commission meeting so that she may discuss her plans with the Township Engineer who attends that meeting. Ms. Benjamin and Ms. Munck left the meeting at 7:17 PM.

Mr. Kerr stated that he would like the alley (Landis Lane) by his house that he currently maintains to be tarred and chipped. There is a question as to who actually owns the alley as it is located right on the border of Hamiltonban Township and the Borough of Fairfield. Mr. Kerr stated that his deed shows the alley as being public property. The Township does not receive any funding from the State to maintain the alley and the majority of Landis Lane is owned by the Borough of Fairfield. The Solicitor will look into this request. Mr. Kerr left the meeting at 7:28 PM.

Mr. Fowler asked the Board if a decision was made to grant his request to install signs on Old Waynesboro Road warning drivers of horseback riding along the road. The request comes as a result of the increased truck traffic on the road. Chairman Gordon stated that the Board did discuss Mr. Fowler's request at their July workshop but have not made a decision at this time. There are some concerns that the Board has and would like to have the Solicitor look into any legal issues that may result by installing the warning signs. The Board will have an answer for Mr. Fowler at the September Board of Supervisors meeting.

Mr. Fowler also asked if it is true that the Board hired a labor attorney to represent the Township to try to stop the employees from unionizing. The Board responded that yes it is true. Vice-chairman Reamer stated that in order to stop the employees from unionizing, special procedures need to be followed and the Labor Attorney will help with the process so that it is done properly. If the employees unionize, there could be an arbitration situation which will cost the taxpayers money. The Board feels this situation, if it comes to fruition, is not healthy for the Township and would like to stop the unionization before more money is spent. Mr. Fowler continued to ask why did the employees decide to contact a union representative. Chairman Gordon responded that the Board does not know why some employees have chosen to contact the Teamsters Local Union. He continued to say that the Board has always had an open door policy and the Township has a grievance policy, if there were any employee grievances or concerns, the Board was not aware of such.

Mr. Crisp, for a second time, asked the Board for their definition of a storable swimming pool. Vice-chairman Reamer responded by stating that at the July Board of Supervisors meeting Zoning Officer Wilbur Slothour answered Mr. Crisp's question by explaining what constitutes a storable swimming pool and the process he follows when granting a permit for a swimming pool. Solicitor Battersby stated to Mr. Crisp that if he wants to appeal the Zoning Officer's determination then he needs to speak to the Zoning Officer directly.

**Solicitor's Report:** Solicitor Battersby gave his formal report at the meeting. He mentioned that the agreement from Pennsylvania American Water should be finalized by the end of August. Supervisor Woerner motioned to accept the Solicitor's report. Supervisor Rood seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 8:00 PM.

**Road Report and Sewer Report:** Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. The Board reviewed the report and had no questions. Vice-chairman Reamer motioned to accept the Road Report. Supervisor Grinder seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. He mentioned that everything is running smoothly at the plant. Supervisor Woerner motioned to accept the Sewer Report. Vice-chairman Reamer seconded. The motion carried unanimously.

**EMA Report:** EMA Coordinator Wills submitted his report at the meeting. Supervisor Rood motioned to appoint Sam Ginn as Deputy EMA Coordinator. Supervisor Woerner seconded. The motion carried unanimously. Mr. Wills stated that he will be stepping down as EMA Coordinator from Freedom Township effective December 31, 2012. Supervisor Woerner motioned to accept the EMA Report. Supervisor Rood seconded. The motion carried unanimously.

**Planning Commission Report:** No formal report was submitted as there was no action required by the Board. Supervisor Rood motioned to accept the Planning Commission report. Supervisor Woerner seconded. The motion carried unanimously.

**Recreation and Parks Commission (RPC) Report:** No formal report was submitted as at this time there is no secretary on the committee. Supervisor Rood motioned to accept with regret the resignation of Mary Sanders from the RPC. Supervisor Grinder seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to advertise Ordinance 2012-05 which will amend Ordinance 2007-01 that created the RPC, and amend Article 2 by reducing the number of members on the commission from seven to five. Supervisor Rood seconded. The motion carried unanimously.

Supervisor Rood motioned to accept the RPC report. Supervisor Grinder seconded. The motion carried unanimously.

**New Business:** Supervisor Woerner motioned to table the approval of the Application for Payment from Palmer Construction in the amount of \$37,800 for the third salt storage bay until the epoxy problem has been corrected. Supervisor Grinder seconded. The motion carried unanimously.

Supervisor Rood motioned to approve the Application for Payment from PWI, Inc in the amount of \$96,481 for the fueling station. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Woerner motioned to accept the additional Scope of Services from C.S. Davidson, Inc. in the amount of \$5,900 for the Cold Springs Road Culvert Restoration Project. Supervisor Grinder seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to accept the Scope of Services from C.S. Davidson, Inc. in the amount of \$4,050 for the ARLE School Zone Traffic Control Update. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Grinder motioned to approve the purchase of a BS50-4S Wacker rammer with a cost to the Township of \$2,275 and that it gets used each and every time that the road crew installs a pipe. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Rood motioned to renew the Capital Blue Cross Health Insurance, effective September 1, 2012. Supervisor Grinder seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to remove Cynthia McNulty as alternate to the Zoning Hearing Board and to appoint her to the Zoning Hearing Board replacing Tom Brown, with a term expiring December 31, 2012. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Grinder motioned to appoint John Iaea to the Zoning Hearing Board as the alternate with a term expiring December 31, 2014. Supervisor Rood seconded. The motion carried unanimously.

Chairman Gordon who is also the president of the Adams County Council of Governments (ACCOG) mentioned that a Joint Purchasing Committee is being set up by the ACCOG and asked the Board if they would be interested in participating. Supervisor Grinder motioned to support the ACCOG Joint Purchasing Venture. Supervisor Woerner seconded. The motion carried unanimously.

Chairman Gordon also stated that the ACCOG Emergency Services Funding Committee is conducting a county wide study regarding funding requirements for volunteer emergency services.

**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 two building permits and two zoning permit were issued. Supervisor Woerner motioned to accept the Zoning Officer's report. Supervisor Rood seconded. The motion carried unanimously.

**Code Enforcement Officer's Report:** The July report was not submitted in time for the meeting.

**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 reports for all funds. Secretary/Treasurer Feiler mentioned that some of the accounts on the financial statement have been rearranged per the auditor. 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 Woerner motioned to accept the Secretary's Report. Supervisor Rood seconded. The motion carried unanimously.

**Police Report:** Officer Larmer was excused from the meeting as she was taking part in the National Night Out event in Carroll Valley. Police Coordinator Grinder stated that two jumper boxes were purchased to run the ENRADD. Supervisor Woerner motioned to accept the Police Report. Supervisor Grinder seconded. The motion carried unanimously.

**Old Business:** 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. 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 8, 2012.
- Planning Commission meeting – August 28, 2012.
- Board of Supervisors Workshop – August 30, 2012.
- Board of Supervisors – September 4, 2012.

**Special Notices:** The Recreation and Parks Commission is looking for volunteers to serve on the commission. Please contact the office if you are interested in participating in local government.

**Public Comment:** None.

**Adjournment:** At 9:02 PM Supervisor Woerner motioned to adjourn the meeting. Supervisor Grinder 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