

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Regular Meeting Minutes
Via platform Startmeeting.com
June 3, 2020

At 7:00 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 David B. Martin. Via platform Startmeeting.com: Robert L. Gordon and Coleen Reamer.

Staff Present: Roadmaster Ray Herr, and Secretary/Treasurer Nina Garretson

Public: Cliff Frost and Gregory Shultz via Startmeeting.com platform.

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

Public Comment: Greg Shultz, 1765 Cold Springs Road asked if there will be a tax increase. Supervisor Reamer responded that at this time no increase is being considered by the Township, and that this would be part of the budget process.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the minutes of April 21, 2020 Board of Supervisors Meeting. Chairman Deardorff seconded. The motion carried unanimously.

Chairman Deardorff stated and Executive Session was held by the Board of Supervisors on May 29, 2020 starting at 1:00 PM at the Road Shop, in attendance Robert Gordon, David B. Martin and Coleen Reamer, regarding personnel.

Solicitor's Report: Solicitor Battersby excused. Secretary Garretson reported she received copies of the survey today for 31 Carrolls Tract Road and will forward to Solicitor.

Road Report: Roadmaster Herr's report was submitted to the Board prior to the meeting. Chairman Deardorff reported that two additional applicants received for Road Department position. Supervisor Reamer reported that the Board offered Randy Pritt full-time, with benefits. Supervisor Martin suggested the Board reconsider as the published ads were for part-time. Chairman Deardorff motioned to approve the hiring of Randy Pritt for the Road Department full-time, with benefits, at the rate of pay discussed, and on a 90-day probation, contingent of passing drug tests and physical. Supervisor Reamer seconded. The motion carried. Supervisor Martin and Vice-Chairman Woerner opposed.

Roadmaster asked if part-time employee should be paid for three holidays during summer. Chairman Deardorff motioned to approve paying Memorial Day, July 4th and Labor Day to Richard Wivell. Vice-Chairman Woerner seconded. The motion carried.

Secretary Garretson asked the status of part-time/on-call employee Keith Klinefelter. Roadmaster Herr said to remove. Board agreed by general consensus. She also stated James Eyler due for physical in next three weeks.

Roadmaster reported that Kinsley will start paving Gum Springs Road on June 11th and complete on June 16th. He reported that Kauffman Surveying will do Mt. Hope on Friday, June 5.

Roadmaster stated problem with toilet at the Township Office during election day, and asked that Alexanders Plumbing come to evaluate for replacement if needed. Okay by Board by general consensus.

Chairman Deardorff motioned to approve Smiths do 100-hour service on new John Deere tractor. Vice-Chairman Woerner seconded. The motion carried unanimously.

Roadmaster reported that CAT invoice included mileage and too high for alternator. He has placed a call to sales rep since cost was not what was quoted.

Vice-Chairman Woerner motioned to approve Roadmaster's Report. Supervisor Martin seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Garretson submitted her report of all financials for May 2020 to the Board of Supervisors prior to the meeting. Vice-Chairman Woerner motioned to accept the Treasurers Report and approve all expenditures for the month of May. Supervisor Martin seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Garretson submitted her report to the Board of Supervisors prior to the meeting. She reported she is having issues forwarding emails and is working with CenturyLink to resolve problem. She requested to contact Thomas Inc. for annual service of air conditioners at the office and shop. Board agreed by general consensus. Chairman Deardorff motioned to accept the Secretary's Report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve advertising of June meetings via Startmeeting.com platform, which will include Board meetings, Planning Commission and the Joint Parks & Recreation Commission. Supervisor Gordon seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to approve and register all employees, Nina Garretson, Ray Herr, James Eyler, Dick Wivell and Randy Pritt, for the CPR/AED and First Aid/Stop the Bleed training to be held on June 10, 2020 at Liberty Township at a cost of \$60 per person. Supervisor Reamer seconded. The motion carried unanimously.

Old/New Business:

Bids were opened for the paving patches on Cold Springs Road and Newman Road. Received were AAA Paving & Excavating \$62,218.80; CE Williams Sons \$77,700.00; Kinsley Construction \$77,700.00; New Enterprise Stone & Lime CO \$70,770; and McNaughton Services \$94,710.00. Supervisor Gordon motioned to accept and award the bid for Paving Patches from AAA Paving & Excavating for \$62,218.80. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to advertise for adoption at the June 16th Board of Supervisors meeting Floodplain Ordinance 2020-04 as recommended by the Planning Commission. Chairman Deardorff seconded. The motion carried unanimously.

Planning Commission Report: None.

Zoning Officer's Report and Code Enforcement Officer's Report: Report showed six permits issued for May, five building, one demolition. Supervisor Gordon motioned to accept the Zoning Officer report. Supervisor Reamer seconded. The motion carried unanimously.

Joint Parks and Recreation Commission Report: Secretary Garretson said commission members were asking about opening of community park. Supervisor Reamer stated not until Adams County goes to green phase. No further discussion.

FEMA Report: None.

Fire Company Reports: Supervisor Gordon reported Cashtown Fire Company for May had 16 calls with 2 in the Township. Fountaindale Fire Department reported 10 calls with 2 in the Township. No other reports or discussion.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): None.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Gordon reported their meeting was tonight and Pat Smith with Fairfield Borough is representing Township. The next ACTCC is to be August 5th at 911 Center. He said YATB reported a possible shortfall of 20-25% of EIT, and the changing of banks from M&T to Fulton.

Pennsylvania State Police Report. Supervisor Gordon will try to find out who is new commander.

Special Notices: None.

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. Rescheduled changes of date or time will be advertised via the *Gettysburg Times*. Cancellations will be via a notice on the office door.

- Parks and Recreation Commission – June 9, 2020 via StartMeeting.com
- Board of Supervisors Meeting – June 16, 2020 via StartMeeting.com
- Planning Commission – June 23, 2020 via StartMeeting.com
- Board of Supervisors Meeting – July 7, 2020

Adjournment: Vice-Chairman Woerner motioned to adjourn at 7:40 PM. Seconded by Supervisor Martin. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman