

draft

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

March 5, 2019

At 7:00 PM Supervisor Deardorff called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. 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, LuAnn M. Dille, Robert L. Gordon, and David B. Martin.

Staff: Solicitor Matthew Battersby, Tax Collector Pam Wiehagen, Secretary/Treasurer Nina Garretson, and Roadmaster Ray Herr.

Public: Cliff Frost, John Messeder of the *Gettysburg Times*, Jeff Bowling of Cashtown Fire Department.

Approval of the Agenda: Secretary Garretson corrected item 9a to reflect Fountaindale Fire Company and added 9e for Cashtown Fire Company. Requested website be added under Secretary's Report. Chairman Deardorff added Executive Session for legal issue. The Board unanimously approved the Agenda.

Public Comment: None.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve February 5, 2019, Board of Supervisors Meeting; Special Joint Meeting with Planning Commission February 25, 2019; and February 28, 2019 Board of Supervisors Workshop. Supervisor Dille seconded. The motion carried unanimously.

Solicitor's Report: Roadmaster Herr requested clarification if another vendor may be used for bided materials if the awarded vendor does not have immediately available. Solicitor said no as these are requirement contracts, but could call a special meeting and re-advertise and go through bid process.

Property on Wilderness Lane which is still using a Mt. Hope Road address. Secretary reported she contacted Adams County Tax Mapping who assigned addresses, and Adams County EMA. Supervisor Gordon stated that they want all addresses listed on signage for Wilderness and Mountain Lanes for safety issues. Board directed Secretary to give Solicitor samples letters from PSATS and property information for the Solicitor to follow up with enforcement.

Discussion regarding the invoicing for 4910 Fairfield Road – Town Center complaints. Solicitor advised the Board not to pursue reimbursement as it would cost the Township more than what the Township would recoup in cost of litigation. Chairman Deardorff reported that the owners are correcting the problem of the backwash at their expense, although he noted the installation was done according to approved plans many years ago. Chairman Deardorff motion to adhere to

Solicitors recommendation to not pursue. Vice-Chairman Woerner seconded. The motion carried unanimously.

As per the recommendation of the Township Engineer, to have the Solicitor review the Floodplain Ordinance 2009-01 against the FEMA model ordinance so that it is consistent with the new maps and current federal law. Supervisor Gordon motioned to have the Solicitor conduct review of Floodplain Ordinance 2009-01. Supervisor Dille seconded. The motion carried unanimously.

Secretary Garretson provided a draft Snow Emergency Parking and Snow Removal Ordinance. She stated that the Board should consider waiting as the codification should address this issue. Board tabled motion on Ordinance until Solicitor can review. Supervisor Dille stated concerns with residents plowing snow across and upon Township roads. The Board stated this issue can be enforced by Code Officer under Nuisance Ordinance 2013-04.

Supervisor Gordon asked Solicitor to investigate the Fair labor Law, if employer is required to give break after five hours, and if there is an exemption for CDL snow plow drivers. He will report back to the Board.

Vice-Chairman Woerner motioned to accept the Solicitors Report. Supervisor Martin seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:28 PM.

Executive Session: Chairman Deardorff called an Executive Session for a legal matter at 7:30 pm. The Board returned at 7:37 pm.

Road Report: Supervisor Dille stated the Road Department did fine work during the weekend storms. Chairman Deardorff said the Township roads were in better shape than any of the other surrounding townships. The entire Board expressed their thanks.

Road Coordinator/Chairman Deardorff said that he and Roadmaster Herr will “test drive” the Case wheel loader quoted by Groff Tractor to be certain it meets the needs of the Township. Supervisor Gordon motioned to proceed with the purchase from Groff Tractor, a CoStars member, of a 2019 Case 521G model wheel loader at a cost of \$135,000.00, contingent that it meets the approval and expectations of the Road Coordinator and Roadmaster, and to authorize the engagement of bond counsel, apply for \$50,000 financing from FNB Commercial Leasing for 5 years at 4.25%, apply for \$50,000 financing from Commonwealth of PA for 5 years at 2%, and the balance to be paid at time of delivery from the equipment line of the Capital Reserve Fund. Supervisor Martin seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to direct the Roadmaster to take used truck bed to salvage. Supervisor Martin seconded. The motion carried unanimously.

Supervisor Gordon motioned to advertise Road Audit Survey for April 6, 2019. Supervisor Dille has secured transportation from Jacoby’s and they will meet at the Township building at 7:00 am. Supervisor Dille seconded. The motion carried unanimously.

Roadmaster Herr reported that the Ford 550 had to be taken to Keystone Ford for repair. He said the Road Department is going to repair and paint around windows at the 4020 Maintenance

building. He will register himself, Road Coordinator/Chairman Deardorff and Supervisor Gordon for the Dirt Gravel and Low Volume Road Maintenance Program breakfast and meeting on March 20, 2019.

Treasurer's Report and Formal Approval of all Expenditures for the Month:

Secretary/Treasurer Garretson submitted her report to the Board of Supervisors in the packets. Vice-Chairman Woerner motioned to accept the Treasurers Report and approve all expenditures for the month. Supervisor Dille seconded. The motion carried unanimously.

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

Supervisor Gordon motioned to instruct the Secretary to release the 2019 Budget Message and Draft Zoning Ordinance materials for posting onto the Township website. Vice-Chairman Woerner seconded. The motion carried unanimously.

New Business: Supervisor Martin motioned to approve the box card changes as presented by David Martin with Fountaindale Fire Company. Supervisor Gordon seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to purchase vacuum cleaners for the Township Office and Maintenance Building. Chairman Deardorff seconded. The motion carried unanimously.

Chairman Deardorff motioned to approve the purchase of lettering for the Township Office sign at a cost of \$305.00. Vice-Chairman Woerner seconded. The motion carried unanimously.

Chairman Deardorff motion to approve Resolution 2019-06 A Proclamation designating the month of April as Pennsylvania 811 Safe Digging Month. Vice-Chairman Woerner seconded. The motion carried unanimously.

Jeff Bowling with Cashtown Fire Department led discussion of updates with Board. The Board thanked Cashtown Fire Department for their service. Vice-Chairman Woerner motioned to approve changes as presented for box cards for Cashtown Fire Department. Supervisor Martin seconded. The motion carried unanimously.

Planning Commission Report: Supervisor Dille motioned to approve the extension request from Christopher J. Roger, of AECOM on behalf of Knouse Foods Cooperative regarding the Component 3 Sewage facilities Planning Module until April 2, 2019. Supervisor Gordon seconded. The motion carried unanimously.

Joint Parks and Recreation Commission Report: No discussion.

FREMA/EMA Report: No discussion.

Fire Company Reports: Supervisor Gordon stated the Cashtown Fire Company report showed 29 calls for month and end of year 252 calls.

Zoning Officer's Report and Code Enforcement Officer's Report: Supervisor Gordon motioned approve the Zoning Officer and Code Enforcement Officer's reports. Vice-Chairman Woerner seconded. The motion carried unanimously. Supervisor Dille noted that the van has been removed on Cold Springs Road per Code Officer.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon stated he sent COG secretary legislative priorities and they are working with Representative Moul on Right to Know Law. ACATO is hosting flagger training, and will audit ACATO books at Liberty Township.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): No discussion.

Pennsylvania State Police Report. No discussion.

Special Notices: Conditional Use Hearing March 28, 2019 at 6:00 pm for the Hermits of Mt. Carmel.

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 – March 12, 2019.
- Planning Commission – March 26, 2019.
- Conditional Use Hearing – March 28, 2019 at 6:00 PM.
- Board of Supervisors Regular Workshop – March 28, 2019.
- Board of Supervisors – April 2, 2019.

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8.10 PM. Seconded by Supervisor Dille. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman