

Hamiltonban Township Board of Supervisors
23 Carrolls Tract Road, Fairfield, PA 17320
Via: Startmeeting.com
Regular Meeting Minutes
December 7, 2021

Board Meeting: At 7:00 PM Chairman Deardorff called the Board of Supervisors meeting to order. He announced the meeting was being recorded only for purpose of minutes. The pledge of allegiance was recited.

Supervisors Present: J. Edward Deardorff, David B. Martin, Robert L. Gordon, Coleen Reamer and Douglas Woerner.

Staff/Consultants: Solicitor Matthew Battersby, Secretary/Treasurer Nina Garretson, Roadmaster Ray Herr, Township Engineer John Golanosk, of Wm. F. Hill Associates, and Tax Collector Pam Wiehagen.

Public: Jeff Baum of Total Tech and Jason Wolfe of C.S. Davidson representing Petrus Holdings; Via Startmeeting Cliff Frost on a recorded line., Bret Riegelman of Petrus Holdings, Todd King of Saltzman Hughes representing Petrus Holdings; and another caller who did not announce himself.

Approval of the Agenda: Vice-Chairman Woerner motioned to add 5.b. Maintenance Agreement – Swamp Creek Lane; 6.e. Complaint 15 Lighting Trail; 9.k. Christmas Event; 9.l. St. Mary’s Cemetery Seasonal Sign. Supervisor Gordon seconded. The motion carried unanimously. Vice-Chairman Woerner motioned to approve agenda. Chairman Deardorff seconded. The motion carried unanimously.

Public Comment: None.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve November 16, 2021 Zoning Hearing minutes and Board of Supervisors Regular Meeting minutes. Supervisor Gordon seconded. The motion carried unanimously.

Solicitor’s Report: Solicitor Battersby provided background information on Covid 19 Procedures and suggested the Township maintain the current sick leave policy for employees. Board agreed by consensus.

Discussion on Maintenance Agreement for Swamp Creek Lane, which Solicitor has reviewed. Solicitor Battersby said two waivers are needed. One for signatures, as some property owners will not sign; and waiver for distance for pull offs, as trees and other obstacles may change slightly the distance recommended from say 10 feet to 12 feet. Jason Wolfe presented plans for the lane approved and signed by Chief William Jacobs, of Fairfield Fire Company. Supervisor Gordon motioned to approve waivers for signatures; and waiver for distance of pull offs. Supervisor Reamer seconded. The motion carried unanimously.

Solicitor Battersby said he will represent the Township at hearing for civil complaint against Gettysburg National Golf Club on January 13, 2022.

Vice-Chairman Woerner motioned to approve the Solicitors report. Supervisor Reamer seconded. The motion carried unanimously.

Road Report: Roadmaster Herr said he submitted work orders to Met-Ed for streetlights but was told it could be up to six months to process. He gave update on Moritz Road and said all poles have been moved and everything is ready for work in the spring.

Jeff Baum of Total Tech explained that the cameras on the pole are wired and need reset monthly. He said a POE switch failed and he had to replace. He reminded the Supervisors that the cameras are high quality and commercial grade and that there have been only two incidents in two years. He suggested that a monitor or TV be used for viewing at the shop. Supervisor Gordon motioned to approve running cable for a monitor or TV to be installed in maintenance office at an approximate cost of \$150.00. Supervisor Martin seconded. The motion carried unanimously. Jeff Baum left at 7:18 PM

Roadmaster Herr stated Randy Pritt will obtain a Class A CDL by June 2022. Supervisor Martin withdrew his request for CDL training with the Road Department. Supervisor Gordon reminded this would have affected the Road Department schedule and Township insurance.

Roadmaster Herr said there is nothing to be done at 15 Lightning Trail and he presented photos to the Board. He said the pipe was cleared, and where the water is running it is in the Township's right-of-way. Board agreed to take no action.

Vice-Chairman Woerner motioned to approve the Roadmaster report. Supervisor Reamer seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month submitted her report to the Board of Supervisors in the packets prior to the meeting. Vice-Chairman Woerner motioned to approve Treasurer's report and pay all expenditures for the month. Supervisor Reamer seconded. The motion carried unanimously.

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

Old/New Business: Vice-Chairman Woerner motioned to approve renewal of Cowbell Cyber Policy and Liability/Comprehensive coverage. Chairman Deardorff seconded. The motion carried unanimously.

Adams County Association of Township Officials (ACATO) has recommended By-laws changes to allow the secretary and treasurer to serve as one position. Supervisor Gordon motioned to approve By-laws change by ACATO as stated. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motioned to approve Resolution 2021-14 to adopt the 2022 Hamiltonban Township Budgets with Real Estate Tax Rate of 1.4859 Mills, .25 mills dedicated fire/ems services tax, \$5.00 per capita tax, .5% earned income tax, .5% realty transfer tax, 5% amusement tax along with the Capital Improvements Plan. Vice-Chairman Woerner seconded. The motion carried unanimously.

Discussion of Zoning, UCC, Flood Plain and Code Officials. Vice-Chairman Woerner motioned to approve retaining Land & Sea Services for Zoning, UCC and Flood Plain Officials and Pennsylvania Municipal Code Alliance, Inc. for Code Officials. Supervisor Martin seconded. The motion carried unanimously.

Supervisor Gordon motioned to reappoint Tracy Paul as Deputy Tax Collector for term January 1, 2022 to December 31, 2025. Vice-Chairman Woerner seconded. The motion carried unanimously. Tax Collector Pam Wiehagen will notify Adams County and add to bank accounts.

Supervisor Gordon motioned to hire Robert Strausbaugh as a part-time, as needed Road Department employee at a rate of \$15.00 per hour. He will primarily be used for flagging and will need drug test and physical. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary Garretson stated she has registered all Road Department employees, Herr, Eyler, Pritt and Strausbaugh for flagger training in New Freedom on January 11, 2022.

Chairman Deardorff motioned to approve \$100 bonuses for all full-time employees to be added to the next payroll. Vice-Chairman Woerner seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to maintain the Startmeeting.com for all meetings for the next six months. Supervisor Reamer seconded. The motion carried unanimously.

Secretary Garretson provided draft meeting dates for 2022. Supervisor Gordon motioned to approve meeting dates and to advertise reorganization and auditors meeting for 2022. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motioned to send thank you letter to Wilbur Slothour at Land & Sea Services for contributing to the cost for the Christmas dinner held at Hickory Bridge Farm. Supervisor Reamer seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to waive sign permit fee for seasonal sign at St. Mary's cemetery. Supervisor Gordon seconded. The motion carried unanimously.

Planning Commission Report:

Vice-Chairman Woerner motioned to move forward with the Planning Commission's recommendation of the Zoning Text Amendment for Commercial District and advertise with edit keeping the Planning and Zoning Commission language. Chairman Deardorff seconded. The motion carried unanimously.

Vice-Chairman Woerner motioned to conditional approval of 225 Swamp creek Lane-Petrus Holdings Land Development Plans, including conditions in Township Engineer's letter of November 22, 2021 with stormwater calculations using TR55 for stormwater management plans and financial irrevocable letter of credit for 110% naming Hamiltonban Township. Solicitor Battersby stated no permits are to be issued until all conditions are met, signatures and recording is completed. Supervisor Reamer seconded. The motion carried unanimously. Jason Wolfe left meeting at 7:55 PM.

Supervisor Gordon motioned to approve waiver of scale 1 inch=200 feet on Land Development plans for Northern Tract Quarry – Specialty Granules, which is acceptable per Township Engineer John Golanoski, and must be noted on plans. Vice-Chairman Woerner seconded. The motion carried unanimously.

Supervisor Gordon motion to have Adams County Planner, Rob Thaeler make recommendations for ordinance amendments for wireless communication standards, short terms rentals, and commercial target/shooting range. Supervisor Reamer seconded. The motion carried unanimously.

Zoning Officer's Report and Code Enforcement Officer's Report: Secretary Garretson stated the Code officers report had one property which did come into compliance and three permits issued by Zoning officer. Vice-Chairman Woerner motioned to approve Zoning Officer and Code Officers reports. Supervisor Reamer seconded. The motion carried unanimously.

Joint Parks and Recreation Commission Report: Supervisor Reamer said the commission will consider PayPal costs and bring back for Board approval.

FREMA Report. Supervisor Martin said meeting next week.

Fire Company Reports: Supervisor Gordon reported Cashtown Fire Company 27 Calls with none in Township; Fairfield Fire Company report 17 calls with 4 in Township and request for donation; Fountaindale Fire Company 10 calls with none in Township and celebrated 75th Anniversary. Secretary Garretson reported she received invoices from Fairfield Fire Company and Fountaindale Fire Company which exceeds and will deplete all their funds allocated in Fire Tax Fund.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): Supervisor Gordon said COG held meeting at the Arts Council with Eric Meyer of Healthy Adams Bicycle Pedestrian presenting. ACATO meeting December 15 regarding By-Laws change. Officer and Budget.

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Gordon said YATB meeting in October approved budget and next meeting January 31, 2022, and ACTCC meeting is February 2, 2022.

Pennsylvania State Police Report. Have not received November report.

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 posted via a notice on the office door.

- Parks and Recreation Commission – December 14, 2021
- Board of Supervisors Meeting – December 21, 2021
- Planning Commission December 28, 2021
- Board of Supervisors Meeting – January 3, 2022
- Auditors Meeting January 4, 2022

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8:00 PM. Seconded by Supervisor Reamer. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman