

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Monthly Meeting Minutes

May 3, 2016

At 7:00 PM Chairman Gordon called the meeting to order and welcomed the public. The Pledge of Allegiance was recited. It was noted that the meeting is being recorded for the sole purpose as a review aid in compiling the written minutes.

Supervisors Present: Robert L. Gordon, Douglas Woerner, Coleen N. Reamer, LuAnn M. Dille, and J. Edward Deardorff.

Staff Present: Solicitor Matthew Battersby, Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., and EMA Coordinator Richard (Sam) Ginn.

Public Present: Ken Scott and Barclay Kenyon of Beyond All Boundaries; Danielle Ryan of the *Emmitsburg News Journal*; and John Messeder of the *Gettysburg Times*.

Approval of Agenda: The Board unanimously approved the Agenda.

Public Comment: None.

Approval of Minutes: Supervisor Dille motioned to approve the minutes of the April 5, 2016 Board of Supervisors Meeting. Vice-chairman Woerner seconded. The motion carried unanimously. Supervisor Dille motioned to approve the minutes of the April 26, 2016 Board of Supervisors Workshop. Supervisor Reamer seconded. The motion carried. Vice-chairman Woerner abstained as he was excused from the Workshop.

Solicitor's Report: Solicitor Battersby mentioned that he sent a letter to the auditors stating that there are no pending lawsuits with the Township as required by the audit. He also reported that Fairfield Fire and EMS Chief Jacobs and his son who both respond to a third of the fire calls in the area will be working on a project that will not allow them to respond to calls for the next nine months. The need for volunteer firefighters is extreme. Chairman Gordon further stressed the importance for the need of volunteers within the Department. He stated that the Department is asking the area municipalities for assistance and suggestions on how to solicit volunteers and is planning on having an open house in the near future. Vice-chairman Woerner motioned to accept the Solicitor's Report. Supervisor Reamer seconded. The motion carried unanimously.

Planning Commission Report: Draft Planning Commission meeting minutes for April were distributed to the Board prior to the Board meeting. Supervisor Deardorff motioned to approve the request from Beyond All Boundaries to waive the requirement for right of way dimension(s) on Mt. Hope Road for the Earl F. Noel Jr. Final Subdivision as recommend by the Planning Commission. Vice-chairman Woerner seconded. Mr. Scott explained that since the subdivision is accessed by a private lane there is no need for the right-of-way dimensions on the plan. The motion carried unanimously. Supervisor Deardorff motioned to approve the Final Subdivision Plan for Earl F. Noel Jr. and approve and sign the PA DEP Waiver and Non-Building Declaration as recommend by the Planning Commission. Vice-chairman Woerner seconded. The motion carried unanimously.

Solicitor Battersby, Mr. Scott and Mr. Kenyon left the meeting at 7:16 PM.

Old/New Business: Supervisor Deardorff motioned to approve a Customary Home Occupation permit application for making soap, lotions, and cosmetics on Thunder Trail as recommended by the Township Zoning Officer. Vice-chairman Woerner seconded. The motion carried unanimously.

Vice-chairman Woerner motioned to adopt, Ordinance 2016-02: Governing Municipal Management of On-lot Sewage Disposal Facilities. Supervisor Reamer seconded. Supervisor Dille voted against the motion as she is not in favor of the requirement of a riser. The motion carried. Adoption of this Ordinance is mandated by the Department of Environmental Services.

Supervisor Dille motioned extend the Municipal Waste Contract with Park's Garbage Service for one year. Supervisor Reamer seconded. The motion carried unanimously. The Agreement will commence on January 1, 2017 and will run through December 31, 2017.

Bids were opened and read aloud for various road project materials, aggregate, and SuperPave. Bids were received from Hammaker East, Ltd., and New Enterprise Stone & Lime Co., Inc. (a.k.a. - Valley Quarries).

Supervisor Dille motioned to award the bid for single application oil and chip; double oil and chip surface treatment; bituminous seal CRS-2, RS-2 and #8 at 1.0% wash; FB modified scratch and leveling course; and FB modified wearing course to Hammaker East, Ltd. Vice-chairman Woerner seconded. The motion carried unanimously. Hammaker East, Ltd. was the only bidder for these items. The bid was for 31,000 square yards of single application oil and chip at \$1.13; 7,600 square yards of double oil and chip surface treatment at \$2.22; 6,400 square yards of bituminous seal CRS-2, RS-2 and #8 at 1.0% wash at \$2.90; 1,100 tons of FB modified scratch and leveling course at \$65.95; and 520 tons of FB modified wearing course at \$69.95.

Supervisor Reamer motioned to award the bid for various aggregate and SuperPave to New Enterprise Stone & Lime Co., Inc. Supervisor Dille seconded. The motion carried unanimously. New Enterprise Stone & Lime Co., Inc. was the only bidder for these items. They bid the following per ton for pick up at the Fairfield Quarry and for delivery, respectively: \$116.00 and \$118.98 for cold patch; \$14.50 and \$19.42 for anti-skid; \$17.00 and \$20.98 for rip rap; \$12.85 and \$15.83 for AASHTO #1; \$16.40 and \$21.32 for ASSHTO #8; \$12.85 and \$15.83 for AASHTO #57; \$9.40 and \$12.38 for #2A stone; \$12.85 and \$15.83 for AASHTO #3; \$12.85 and \$15.83 for AASHTO #4; \$12.85 and \$15.83 for AASHTO #67; \$8.40 and \$11.38 for PA 2RC; \$45.40 and \$50.94 for SuperPave 25.0mm base course; \$55.60 and \$61.14 for SuperPave 9.5mm wearing course; and \$47.35 and \$52.89 for SuperPave 19.0mm binder/leveling course.

Supervisor Reamer motioned to move to a four, nine hour day work week for the Secretary/Treasurer from Memorial Day thru Labor Day. Vice-chairman Woerner seconded. Supervisor Dille voted against the motion as she feels the Office should be open the same days as the Road Department. The motion carried.

Supervisor Deardorff motioned to appoint Cynthia McNulty as alternate to the Zoning Hearing Board with a term expiring December 31, 2018. Vice-chairman Woerner seconded. The motion carried unanimously.

Supervisor Reamer motioned to continue to participate in the National Bridge Inspection Standards Local Bridge Inspection Program. Vice-chairman Woerner seconded. The motion carried unanimously.

Vice-chairman Woerner motioned to approve the final Application for Payment for the Moritz/Jack Road bridge rehabilitation project in the amount of \$3,029.13 to be split with Franklin Township. Supervisor Dille seconded. The motion carried unanimously.

Supervisor Deardorff motioned to approve Change Order #3 for removal of unsuitable sub-grade material and placement of R-4 in the amount of \$3,605.19 for the Reeds Bridge Rehabilitation Project. Vice-chairman Woerner seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Feiler submitted her report prior to the meeting along with the April 2016 Check Detail report. As there were no comments or questions for Secretary/Treasurer Feiler, Supervisor Dille motioned to accept the Treasurer's Report and approve all the expenditures for the month of April. Vice-chairman Woerner seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her report along with the May calendar prior to the meeting. The Board reviewed her report and calendar. It was noted that a tree that was in danger of falling onto Mount Hope Road was taken down at no cost to the Township. Supervisor Dille motioned to accept the Secretary's Report. Vice-chairman Woerner seconded. The motion carried unanimously.

Road/Sewer Report: Roadmaster Harbaugh submitted his Road Report prior to the meeting. He added that he is awaiting a formal proposal from the Keystone Purchasing Network for the Hickory Bridge Road Bridge Rehabilitation Project. The Board agreed to give away for free the stock pile of clean fill dirt to whoever wants it as long as the recipient loads and hauls the dirt. Vice-chairman Woerner motioned to accept the Road Report. Supervisor Reamer seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his Sewer Report prior to the meeting. He stated that he and Sewer Coordinator Reamer will be meeting with Rusty Ryan of the Adams County Conservation District to discuss decommissioning the spray field and that both lagoons have been drained and are empty. All waste is now being pumped from Orrtanna to the Franklin Township Treatment Plant. Vice-chairman Woerner motioned to accept the Sewer Report. Supervisor Reamer seconded. The motion carried unanimously.

Parks and Recreation Commission Report (PRC): Draft PRC meeting minutes for April were distributed to the Board prior to the Board meeting. No action was needed.

EMA Report: There were no calls for the month of April.

Fire Company Reports: Chairman Gordon went over the April activity report that was submitted by Cashtown Community Fire Department. Cashtown responded to one call in the Township. EMA Coordinator Ginn elaborated on what Solicitor Battersby talked about earlier in the meeting. The volunteer problem is not solely a Fairfield Fire & EMS problem but a major problem for all area departments.

Zoning Officer's and Code Enforcement Officer's Reports: Mr. Wilbur Slothour submitted his formal report for the month of April prior to the meeting. Two well permits were issued at 3915 Bullfrog Road and 995 Jacks Mountain Road; One building permit was issued at 1395 Jacks Mountain Road; and one zoning permit was issued at 68 Thunder Trail. Supervisor Dille motioned to accept the Zoning Officer's Report. Vice-chairman Woerner seconded. The motion carried unanimously.

Mr. Tim McCauslin submitted his formal report for the month of April prior to the meeting. He followed up on a nuisance violation on Deist Lane. Vice-chairman Woerner motioned to accept the Code Enforcement Officer's Report. Supervisor Reamer seconded. The motion carried unanimously.

Adams County Council of Governments (COG)/Adams County Association of Township Officials Reports (ACATO): There was no report given for the COG. The mid-year ACATO conference will be May 25th from 9:00 AM - 12:00 PM. There will be a presentation by Paul Bart, Professor at Penn State Mont Alto entitled "Computer Security Fundamentals for Local Government".

York Adams Tax Bureau (YATB)/Adams County Tax Collection Committee Reports (ACTCC): Supervisor Dille reported on the YATB meeting that she attended. Delinquent earned income tax collections have increased and costs in doing so is less than two percent.

Special Notices: 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*. Notice of cancellations will be posted on the office door.

- Parks and Recreation Commission - May 11, 2016.
- Planning Commission - May 24, 2016.
- Board of Supervisors Workshop - May 26, 2016.
- Board of Supervisors - June 7, 2016.

Adjournment: At 8:05 PM, Vice-chairman Woerner motioned to adjourn the meeting. Supervisor Dille seconded. The motion carried unanimously.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman