

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

March 21, 2023

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, Robert Gordon, Douglas Woerner and Coleen Reamer.

Staff/Consultants: Secretary/Treasurer Nina Garretson, Roadmaster Ray Herr, Solicitor Matthew Battersby.

Public: Curt Musselman of Land Conservancy of Adams County, Dean Thomas of Fairfield Historical Society. Pam Wiehagen arrived at 7:13 PM.

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

Public Comment: None.

Approval of the Minutes: Vice-Chairman Woerner motioned to approve the March 7, 2023 Board of Supervisors Meeting minutes. Chairman Deardorff seconded. The motion carried unanimously.

Solicitor's Report: Solicitor Battersby said the issue with 4950 Fairfield Road stormwater complaint is a private property dispute and the Township should not involve Township Engineer, and township funds should not be expended. A letter has been sent to the Rigby's notifying them of this.

Solicitor did review draft amendments for ordinances and provided comments. He felt cemetery ordinance should be a stand-alone ordinance. Supervisor Reamer said small zoning committee did discuss, and said to keep in as part of zoning ordinance, they addressed violations, discussed vault requirements, and for new proposed, parking and road width, as well as setbacks, but did not address scattering of ashes. She said it will be sent back for Planning Commission for review.

Vice-Chairman Woerner motioned to approve Solicitor report. Supervisor Reamer seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:10 PM.

Old/New Business: Supervisor Gordon motioned to appoint Ryan Picarelli as supervisor to complete the current vacant position expiring December 31, 2023, and have Secretary Garretson notify Adams County Elections and Voter Registration office of these changes. Supervisor Reamer seconded. The motion carried unanimously.

Discussion of Civil War Trail signs. Supervisor Reamer asked if Fairfield Borough was participating. Dean Thomas of Fairfield Historical Society said they already have a sign. Board said to contact the Township again in September when 2024 budget discussions will begin. Supervisor Gordon said the Township is looking positive on this request and are not rejecting the possibility. Supervisor Reamer said more information should be provided at that time, design, exact location, and if necessary, a parking agreement with property owner. Mr. Thomas said he viewed a remote sign in West Virginia said people stop because it is on the map provided by Civil War Trails. Mr. Thomas left the meeting at 7:15 PM.

Discussion of ad for CDL driver. Roadmaster Herr requested to add CDL driver/equipment operator and laborer to the description. Supervisor Gordon motioned to approve advertising with those changes in *Gettysburg Times* and the *Merchandiser*. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary Garretson reported she has three applicants for the part-time office assistant position. She asked Board when they wished to start interviews. Consensus to begin prior to next Board meeting on April 4th. Since this is personnel issue, it will be executive session, with appointment at public meeting.

Chairman Deardorff reported that an anonymous complaint was received regarding noise at 96 Hickory Bridge Road. He said they are doing line dancing on Wednesday nights and music is loud. Supervisor Reamer said they need to file a complaint which would then go to Code Officer, and if it would move on to magistrate they would need to testify as to how this affects their quality of life. Chairman Deardorff said no action to be taken until a formal complaint is filed.

Secretary Garretson asked who needs registered for the PSATS Conference April 23-26 Board instructed her to register Supervisor Reamer (voting delegate) and Supervisor Gordon for conference, and Roadmaster Ray Herr for the LTap session on Sunday, April 23.

Curt Musselman of Land Conservancy of Adams County said he was here to request the township consider a donation of \$75,000 for the preservation of two properties in the Township. One is Shrivens property consisting of 133.58 acres and Clark property with 92.88 acres. He said these would be matching funds as they requesting grant funds of \$203,000.00 from DCNR and will use private donations of \$116,000 from Land Conservancy of Adams County funds. He said application is due on April 5, 2023. Board tabled decision until the next meeting. Mr. Musselman left at 7:40 PM.

Road Report: Roadmaster Herr said new mower should be delivered next week. He said new Mack Truck is still scheduled for April 10th. He said they had several snow events last week. All trucks have been serviced, the boom mowing is done, and they are still working on ditches.

Roadmaster Herr said he, Supervisor Reamer and Township Engineer Erik Vranich will be meeting tomorrow to examine the driveway at 675 Mt. Hope Road before issuing letter. He said since they are using an agricultural entrance, they still will need to obtain driveway permit.

Roadmaster Herr reported trees on Colds Springs and Mt. Hope Roads are all down.

Roadmaster Herr said he met with AAA Paving and if they get the bid for Cold Springs and Moritz Road, they will work into paving of the Community Park and maintenance parking lot.

Roadmaster Herr said he is meeting with Supervisor Reamer, Township Engineer Erik Vranich, Deb Musselman of Adams County Conservation District and Penn State representatives regarding low volume roads, which they will look at Cold Springs.

Supervisor Gordon motioned to approve Roadmasters report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Secretary/Treasurer's Report: Secretary Garretson provided P&L financial reports to the Board prior to the meeting. She stated as of March 17, 2023 the General Fund shows income of \$118,694.62, expenses of \$214,676.53, and net after transfers -\$95,983.01. Secretary said she continues working on state reports, and is processing reminder letters for septic pumping for Districts I and II.

Secretary Garretson stated she received an inquiry for cleaning of Township buildings from Tina's Cleaning Services. Board consensus is satisfied with current service.

Supervisor Gordon motioned to approve Secretary/Treasurer's report. Vice-Chairman Woerner seconded. The motion carried unanimously.

Discussion items: Cemetery Ordinance Review – see Solicitors Report.

Chairman Deardorff said that Mike Hillman of the *Emmitsburg Journal* requested meeting recordings. Board consensus to keep current policy Resolution 2010-21.

Board discussed further request from Land Conservancy of Adams County to be decided at next meeting. Supervisor Reamer gave background on the Glatfelter Tree Farm preservation in 2008, which the township worked with DCNR and Land Conservancy at that time.

Special Notices: None

Public Comment: Pam Wiehagen, 15 Carrolls Tract Road said she is still getting people inquiring about taxes. She said only one person has registered for May ballot for tax collector.

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.

- Planning Commission March 28, 2023
- Board of Supervisors Meeting – April 4, 2023
- Parks and Recreation Commission – April 11, 2023

Adjournment: Vice-Chairman Woerner motioned to adjourn at 8:10 PM. Seconded by Supervisor Reamer. The motion carried unanimously.

Nina Garretson
Secretary/Treasurer

J. Edward Deardorff
Chairman