

**Hamiltonban Township**  
23 Carrolls Tract Road, Fairfield, PA 17320  
**Board of Supervisors Regular Meeting Minutes**  
April 1, 2025

*Per Resolution 2018-08: Hamiltonban Township Public Comment Policy; Persons may use audio, stenographic recorders, or video recorders to record all or any portion of the meeting. Any person using such recording equipment at the public meeting shall make a general announcement, prior to the operation of recording equipment, that the meeting shall be so recorded.*

**Call to Order:** The meeting was called to order by Chairman J. Edward Deardorff at 7:00 PM on April 1, 2025 in the Hamiltonban Township Meeting Room. The Pledge of Allegiance was recited by all.

**Announcements:**

**Approval of Agenda:** A motion to approve the agenda as stated was made by Supervisor Woerner, Second by Supervisor Reamer. Motion passed unanimously.

**Attendance:** A quorum was achieved with Chairman Deardorff, Supervisor Picarelli, Supervisor Reamer, Supervisor Woerner & Supervisor Spence all in attendance.

**Public Comment:** None

**Approval of Minutes:** Motion to approve the minutes of March 4, 2025 made by Supervisor Woerner, second by Supervisor Spence. Motion passed unanimously.

**Also Attending:** Secretary Noel, Roadmaster Herr & Solicitor Battersby. John Runge from Gordon Brown & Associates, Steve Chronister & Jordan Chronister of Gettysburg National Golf Course, John Strahler & Terry Scripture of Hamiltonban Parks & Recreation, Patricia Smith & Mark Keller from Fairfield municipal Authority were all in attendance.

**Solicitors Report:**

- Ordinance 03-2025 Adjusting Annual Compensation of Township Supervisors- A motion was made by Supervisor Spence to pass Ordinance 03-2025. Second by Supervisor Woerner. Motion passed unanimously.
- Resolution 2025-05 Increase in Auditors Compensation- A motion was made by Chairman Deardorff to approve the resolution. Second by Supervisor Woerner. Motion passed unanimously.

**Old/New Business:**

- Discussion of Helicopter in Liberty Township- The Board of Supervisors discussed the addition of a helicopter in Liberty Township and decided that a letter should be sent to all 4 of our Fire Departments indicating that we will not authorize the use of this helicopter but instead will continue the use of the Pennsylvania State Police for any air type need. The solicitor will send a letter to the fire departments conveying this information.

**Roadmaster's Report:**

- Road Report was read to the Board of Supervisors.

- Office renovations to enlarge the meeting room have begun by tearing out the 3 extra bathrooms. Upon discussion of renovation the Roadmaster was instructed to start the process of getting bids for the remainder of the work.
- Shop Heater Update- The 2 new shop heaters have been installed by Thomas, Incorporated.
- The Roadmaster has started burning documents that are no longer required to be stored by municipal guidelines.

A motion was made to approve the Roadmasters report made by Supervisor Woerner. Second by Supervisor Spence. Motion passed unanimously.

#### **Secretary/Treasurer Report:**

- Financial Reports were supplied to the Board by the secretary.
- State Liquid Fuels Payment Due for Deposit April 7, 2025. (\$125,571.32)
- Am Trust Workers Compensation Audit has been completed and the township will receive a refund of \$1,100.
- State Liquid Fuels Audit was performed and completed with no errors or adjustments.
- Costars Salt Participation Agreement was completed and approved for 8/25-7/26
- CPR/AED Certification scheduled for 4/9/2025 at the Township building.
- Septic Letters were mailed out on 3/10/2025 for District 1 & 4.
- Covered Device Recycling will take place on Saturday April 26<sup>th</sup> from 8-11 at the Maintenance Building.
- New Chairs for the Secretary & Office Assistant. Chairman Deardorff made a motion to allow the secretary to order 2 new office chairs. Second by Supervisor Woerner. Motion passed unanimously.
- Adams County Mitigation Plan Meeting is scheduled for April 10, 2025 @1:00 pm and we need a supervisor to attend. Chairman Deardorff stated that he would attend the meeting.
- Meeting was held on 3/25/2025 at the Carroll Valley office in regard to the joint trash contract bid. Gayle Marthers, Assistant Borough manager of Carroll Valley will be taking the lead on this joint venture. Bids are planned to go out in November.
- The secretary asked the Board for permission to establish bid packages and advertise them. A motion was made by Chairman Deardorff to allow the secretary to proceed with bid packages and advertising. Second by Supervisor Woerner. Motion passed unanimously.

A motion to approve the secretary's report made by Vice Chairman Woerner. Second by Supervisor Reamer. Motion passed unanimously.

#### **Planning Commission Items:**

- Gettysburg National Golf Course Waiver Requests- **The Board of Supervisors adjourned the meeting in order to have an Executive Session for a decisional review of the waivers. This session took place from 7:25pm to 7:55 pm at which time the meeting was reconvened.**

The following actions were taken by the Hamiltonban Township Board of Supervisors in regard to the waivers for Gettysburg National Golf Course.

**Requested Waivers/Modifications:**

1. Waiver Request: SALDO Section 320-19.B(4) – Requires Sewage Planning Documentation at time of Preliminary Plan.
  - **Action taken by Board:** A waiver of SALDO Section 320-19.B(4) was unanimously approved with the following conditions: 1) A copy of the service agreement between Fairfield Municipal Authority and Gettysburg National is provided, 2) there is a developers agreement in place that clearly indicates that capacity is not guaranteed for the remainder of the development not covered within each respective phase and that the developer would be responsible for any improvements needed to the Fairfield Municipal Authority system in order to obtain the necessary capacity for each respective phase, and 3) Hamiltonban Township will assume no responsibility or liability if improvements to the Fairfield system, as discussed within the Planning Modules, do not provide adequate capacity for future phases.
2. Waiver Request: SALDO Section 320-19.B(6) – Requires NPDES Permit/Erosion Control Plan at time of Preliminary Plan.
  - **Action taken by Board:** A waiver of SALDO Section 320-19.B(6) was unanimously approved with the following conditions: All improvements necessary for Phase 1, including any necessary recreation areas/improvements are constructed in Phase 1, so that Phase 1 must be able to stand-alone from a municipal ordinance compliance perspective and not rely on improvements to be constructed in Phase 2 for compliance.
3. Waiver Request: SALDO Section 320-24.B(3) – Greenway Land shall adjoin all residential lots.
  - **Action taken by Board:** A waiver of SALDO Section 320-24.B(3) was unanimously approved based upon the updated layout provided within the 3/3/2005 revised sketch depicting the steep slope areas as greenspace.
4. Waiver Request: SALDO Section 320-29.D(3) – Shared Driveways can provide access for two adjoining lots.
  - **Action taken by Board:** A waiver of SALDO Section 320-29.D(3) was unanimously approved with the following conditions: 1) Approval is contingent on PennDOT accepting the proposed entrance points and types as depicted. 2) The fire company and emergency services shall be provided the opportunity to review the proposed driveways and any comments addressed.
5. Waiver Request: SALDO Section 302-29.D(3)(c) – Shared driveways shall not exceed 500 feet in length.
  - **Action taken by Board:** A waiver of SALDO Section 320-29.D(3)(c) was unanimously approved with the following conditions: 1) Approval is contingent on PennDOT accepting the proposed entrance points and types as depicted. 2) The fire company and emergency services shall be provided the opportunity to review the proposed driveways and any comments addressed.
6. Waiver Request: SALDO Section 320-29.F(1) – Flag lots shall not be permitted within Major Subdivision.

- **Action taken by Board:** A waiver of SALDO Section 320-29.F(1) was denied by a 4-1 vote.
- 7. Waiver Request: SALDO Section 320-30.C – Public and Private Street minimum right-of-way requirement of 50’.
  - **Action taken by Board:** A waiver of SALDO Section 320-30.C to allow the reduction in right-of-way width to 40 feet was unanimously approved with the following condition: The fire company and emergency services shall be provided the opportunity to review the proposed roadway and right-of-way widths to confirm adequate access to the development.
- 8. Waiver Request: SALDO Section 320-30.H – Cul-De-Sac street are only permitted to serve 10 or fewer dwelling units.
  - **Action taken by Board:** A waiver of SALDO Section 320-30.H was unanimously approved with the following conditions: 1) A secondary means of emergency access must be provided to each cul-de-sac, which may include the upgrade of the existing cart paths to serve as the emergency access. 2) The fire company and emergency services shall be provided the opportunity to review the proposed driveways and any comments addressed.
- 9. Waiver Request: SALDO Section 320-30H(1) – Cul-De-Sac street shall not exceed 1,000 feet.
  - **Action taken by Board:** A waiver of SALDO Section 320-30.H(1) was unanimously approved with the following conditions: 1) A secondary means of emergency access must be provided to each cul-de-sac, which may include the upgrade of the existing cart paths to serve as the emergency access. 2) The fire company and emergency services shall be provided the opportunity to review the proposed driveways and any comments addressed.

**Code Officer:** None

**Zoning/Building/UCC (PMCA):**

- March Bill was provided to the board for their review.

**Parks and Recreation:** None

**FREMA:** None

**Fire Company Reports:** Fairfield had 8 calls in Hamiltonban in the month of January 2025.  
AREMS had 5 response calls in Hamiltonban in January 2025.

**ACCOG and ACATO:** None

**YATB:** No report

**PA State Police:** Call summary- 2 false alarm, 4 cancelled call, 1 Criminal Mischief, 2 License and Reg seizure, 2 Domestic security Check-House of Worship, 2 Domestic security Check-School, 1 Found Item, 1 Identity theft, 2 School Bus Spot check, 2 Assist another agency, 3 Road Hazard Animal debris, 1 Speech, 1 Suspicious person, 1 DUI, 2 traffic Stops

**Discussion Items:**

**Special Notices:**

**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 Meeting – February 25, 2025

Board of Supervisors Meeting- March 4, 2025

Parks & Recreation Meeting- March 11, 2025

Board of Supervisors Meeting March 18, 2025

Motion to adjourn the meeting at 8:50 pm by Supervisor Woerner. Second by Supervisor Spence.  
Motion passed unanimously.

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J. Edward Deardorff / Chairman

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Lynda Noel / Secretary