

Hamiltonban Township Board of Supervisors

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Monthly Meeting Minutes

October 2, 2012

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

Supervisors Present: Robert L. Gordon, Coleen N. Reamer, James E. Grinder, Harry Rood, and Douglas Woerner.

Staff: Secretary/Treasurer Deborah K. Feiler, Roadmaster John A. Harbaugh, Jr., and Officer Juanita K. Larmer.

Public: Sean Delaney of Reed Smith LLP, Doreen Premo, Dave Martin of the Fountaindale Volunteer Fire Department, Larry Fowler, Jenna Stinson of the *Gettysburg Times*, and Rick Fulton of the *Emmitsburg News Journal*.

Approval of the Agenda: The Board unanimously approved the Agenda.

Approval of the Minutes: Supervisor Woerner motioned to approve the September 4, 2012 Board of Supervisors meeting minutes. Supervisor Grinder seconded. The motion carried unanimously. Supervisor Rood motioned to approve the September 27, 2012 Board of Supervisors workshop meeting minutes. Vice-chairman Reamer seconded. The motion carried unanimously. There was an executive session at the end of the September 4th Board of Supervisors meeting and at the end of the September 27th workshop to discuss a personnel matter.

Public Comment: Chairman Gordon went over the September activity reports that were submitted by the Cashtown Community Fire Department and Fountaindale Volunteer Fire Department. Cashtown responded to sixteen calls none of which were in the Township. Fountaindale responded to thirteen calls, two of which were in the Township.

Solicitor's Report: Solicitor Battersby gave his formal report at the meeting. Solicitor Battersby, as well as the Board, received a letter from Attorney Delaney, who represents Specialty Granules, Inc. (SGI), requesting a zoning change to a parcel of land that SGI owns. Solicitor Battersby recommended to forward this request to the Planning Commission and to send a copy of the letter to the Adams County Office of Planning and Development for their review. Mr. Delaney left the meeting at 7:12 PM.

Solicitor Battersby also stated that he forwarded the suggested changes made by the Board and Municipal Authority to the Pennsylvania American Water Company regarding the purchase agreement for the Orrtanna Treatment Plant, and that he received a letter from Attorney Teeter in response to his letter regarding Five Forks Lane. Supervisor Woerner motioned to accept the Solicitor's Report. Supervisor Grinder seconded. The motion carried unanimously.

Road Report and Sewer Report: Roadmaster Harbaugh submitted his formal Road Report prior to the meeting. Supervisor Rood motioned to grant the United Methodist Church their request to close Old Waynesboro Road from Route 16 to Harbaugh Valley Road on October 28th from 5 and 7 pm for their Halloween party. Supervisor Woerner seconded. The motion carried unanimously. Supervisor Rood motioned to purchase a used hot water power washer in the amount of \$950, if after the trial period Roadmaster Harbaugh is satisfied with the washer. Supervisor Woerner seconded. The motion carried unanimously. Vice-chairman Reamer motioned to accept the Road Report. Supervisor Rood seconded. The motion carried unanimously.

Roadmaster Harbaugh submitted his formal Sewer Report prior to the meeting. He stated that himself and the road crew have been doing a lot of maintenance work to the sewer plant and spray field. Supervisor Woerner motioned to accept the Sewer Report. Vice-chairman Reamer seconded. The motion carried unanimously.

EMA Report: EMA Coordinator Wills was excused from the meeting. He did have any report to submit.

Planning Commission Report: No formal report was submitted as there was no action required by the Board.

Recreation and Parks Commission (RPC) Report: No formal report was submitted as there was no action required by the Board.

New Business: Supervisor Woerner motioned to notify Officer Larmer that the Board will not renew her existing contract with the Township and that it will expire December 31, 2012 and alternate arrangements will be made with the Teamsters. Supervisor Grinder seconded. The motion carried unanimously.

At 7:35 PM Officer Larmer, Solicitor Battersby and the Board briefly adjourned to enter into an executive session to discuss a legal matter. The meeting resumed at 7:44 PM. Solicitor Battersby recommended that the Board proceed with a motion as a result of the legal discussion with the Police Officer. Chairman Gordon motioned to temporarily suspend parking regulations along Water Street in the vicinity of the Fairfield Municipal Authority's Sewer Treatment Plant in order to accommodate the construction activity. Vice-chairman Reamer seconded. The motion carried unanimously. Solicitor Battersby left the meeting at 7:45 PM

Vice-chairman Reamer motioned to adopt Ordinance 2012-07; An Ordinance amending the Non-Uniform Pension Plan administered through PMRS. Supervisor Grinder seconded. The motion carried unanimously.

Supervisor Rood motioned to approve Resolution 2012-11; A Resolution for the Revised Projection of Budget Income and Expenses of the 2012 General Fund. Supervisor Woerner seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to approve Resolution 2012-12; A Resolution Revising the Administrative Fees for the Tax Collector. Supervisor Woerner seconded. The motion carried unanimously.

Vice-chairman Reamer motioned to distribute Volunteer Fire Relief Association funds to Fountaindale Volunteer Fire Company, Fairfield Fire & EMS, South Mountain Volunteer Fire Department and the Cashtown Community Fire Department. The departments will receive 50%, 30%, 10% and 10%, respectively. Supervisor Woerner seconded. The motion carried unanimously.

Supervisor Rood motioned to authorize the Township Engineer to begin work on a Specification Book that will accompany the revised Subdivision and Land Development Ordinance. Supervisor Woerner seconded. The motion carried unanimously.

Mr. Fulton and Ms. Stinson left the meeting at 7:50 PM.

Chairman Gordon motioned to permit Supervisors Coleen Reamer and Harry Rood to attend the training program entitled Communicating in the 21st Century Using Social Media on October 17th with a cost to the Township of \$40. Supervisor Woerner seconded. The motion carried unanimously.

Zoning Officer's Report: Mr. Wilbur Slothour submitted his formal report for the month of September prior to the meeting. The Board reviewed the report and noted that two building permits and one zoning permit were issued. Supervisor Woerner motioned to accept the Zoning Officer's report. Supervisor Rood seconded. The motion carried unanimously.

Code Enforcement Officer's Report: Mr. William Gardiner submitted his formal report for the month of August and September prior to the meeting. The Board went over the reports. Supervisor Woerner motioned to accept the Code Enforcement Officer's Report. Supervisor Rood seconded. The motion carried unanimously.

Treasurer's Report and Formal Approval of all Expenditures for the Month: Secretary/Treasurer Feiler submitted her formal report prior to the meeting along with the September Check Detail reports for all funds. The Board discussed the overdue accounts for the sewer fund and the timeline for balancing and adopting the 2013 budgets. Supervisor Woerner motioned to approve all expenditures for the month of September and to accept the Treasurer's Report. Supervisor Rood seconded. The motion carried unanimously.

Secretary's Report: Secretary/Treasurer Feiler submitted her formal report prior to the meeting. Secretary/Treasurer Feiler will set up a meeting with the Business Agent from the Teamsters Local 776 to discuss an employee contract. Supervisor Woerner motioned to accept the Secretary's Report. Supervisor Grinder seconded. The motion carried unanimously.

Police Report: Officer Larmer submitted her formal report prior to the meeting. She stated that for the month of September there were 45 complaints or service calls, 4 arrests and 2 investigations. She traveled 896 miles and used 81 gallons of fuel. Officer Larmer mentioned that the Trick-or-Treating night will be on Wednesday, October 31st. Supervisor Woerner motioned to permit Officer Larmer to purchase Halloween candy. Supervisor Rood seconded. The motion carried unanimously. Supervisor Woerner motioned to accept the Police Report. Supervisor Rood seconded. The motion carried unanimously.

Old Business: 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 via a notice on the office door.

- Recreation and Parks Commission – October 10, 2012.
- Planning Commission – October 23, 2012.
- Board of Supervisors Budget Workshop and Regular Workshop – October 25, 2012.
- Board of Supervisors – November 7, 2012. (this is a meeting night change due to the November 6th General Election)

Special Notices: The Recreation and Parks Commission is looking for volunteers to serve on the commission. Please contact the office if you are interested in participating in local government.

Public Comment:

Adjournment: At 8:15 PM The Board unanimously adjourn the meeting.

Deborah K. Feiler
Secretary/Treasurer

Robert L. Gordon
Chairman