

Hamiltonban Township
23 Carrolls Tract Road, Fairfield, PA 17320
Board of Supervisors Regular Meeting Minutes
June 3, 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 May 6, 2025 in the Hamiltonban Township Meeting Room. The Pledge of Allegiance was recited by all.

Announcements: None

Approval of Agenda: A motion to approve the agenda as stated was made by Supervisor Woerner, Second by Supervisor Spence. 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 May 6, 2025 made by Supervisor Woerner, second by Supervisor Picarelli. Motion passed unanimously.

Also Attending: Roadmaster Herr & Solicitor Battersby were also in attendance.

Solicitors Report: A discussion was initiated in regards to Gettysburg National or any large plan That may come in to the Township. The solicitor wanted to know if the secretary has a checklist as to everything that has to accompany a large plan submission. Supervisor Reamer said yes there is a checklist however plans are immediately turned over to the township engineer and he sees to it that everything is complete. Gettysburg National was discussed regarding their current escrow and the remaining funds are very close to being depleted so Supervisor Reamer stated that when the escrow gets close to gone the secretary will request more funds from them. Supervisor reamer brought up that their plan is conservation by design meaning each phase will have to be treated as a stand-alone plan which includes the water situation with Fairfield Municipal Authority and what they may or may not be able to do to accommodate the submitted plan phase.

Solicitor Battersby stated that on a personal note he will be merging his practice with Salzman Hughes at the end of the summer. Solicitor Battersby said nothing will change and he will still be the Township Solicitor and the township will be billed the same rate and he will still be our designated solicitor. He will remain in the same office with the same phone number, the only thing that will change is his letterhead. The solicitor said the reason he is making this change is because he is 72 and would like to have a back up for his clients should anything ever happen. He also said by Supreme Court ruling he is supposed to have an exit plan in place for his client's welfare etc.

Solicitor Battersby brought up that the township will be short a supervisor at the end of the year as Supervisor Reamer did not run for another term. Chairman Deardorff stated that the secretary had reached out to Derek Flenner from the Planning Commission to see if he had any interest in being a supervisor but he had not gotten back to her. Supervisor Spence asked if the tax collector was stepping down and Chairman Deardorff stated that she didn't get any votes but Eric Gladhill did. A discussion ensued about what happens if the township does not get an elected Supervisor and Supervisor Reamer stated that the township would have 30 days to appoint someone. Solicitor Battersby said it would be beneficial to appoint someone they could work with and has the skillset rather than chance it and roll the dice. Supervisor Reamer said that if no one runs on the general ballot then we should put together an ad and advertise that we are interviewing Supervisors for appointment.

Supervisor Woerner made a motion to accept the Solicitors report. Second by Supervisor Spence. Motion passed unanimously.

Old/New Business:

- Township NPDES closure. Will be completed by Wednesday 6/4/2025
- Resolution 2025-06 Disposal and Management of Municipal Records. Tabled until the Board of Supervisors meeting in July 2025.
- Letter from Watershed Alliance of Adams County in regard to Zoning Map change for Petrus. Solicitor Battersby and the Supervisors agreed that the secretary should contact Deb Musselman at the conservation office and make sure she is aware of the letter and situation.
- Status of Gettysburg National. None

Roadmaster's Report:

- Road work update: They are working on ditch lines as the weather allows. They did get soft cut done on all base repair patches so that is something they can fall back on if needed in the next 2 weeks, road mowing and seeing if he can get the worker mowing the park can get a little faster if not, he will assign it to someone else. All of the 8's have been hauled in for the seal coating.
- #8 Stone bid went to New Enterprise not Specialty Granule's due to dust content.
- Pipe Order for Mt. Hope Road- The Roadmaster stated that he needs to order 80 ft of 24" plastic and 160 ft of 18" plastic.

Supervisor Woerner made a motion to approve the pipe purchase for Amount Hope Road. Second by Supervisor Picarelli. Motion passed unanimously.

- Seal Coat bid package is ready and the Roadmaster asked if we need to run that by Solicitor Battersby before we publish the ad for bid. It was stated by Supervisor Reamer that because it was created by our PennDOT representative there would be no need for the Solicitor to review it.

Supervisor Deardorff made a motion to advertise the Bid Package for Seal Coating. Second by Supervisor Woerner. Motion passed unanimously.

- Loader Repair- The Loader had a cracking & clicking noise in the axle. The Roadmaster stated that he called for repair and after it was looked at it was determined that this is normal for this type of equipment.
- Driveway permit from 2024 for Debra Bahar- The Roadmaster stated that this resident originally got her permit in 2023 and the Township extended it last year and it is now

coming up to expire and the driveway is still not completed. The township is in receipt of a Use & Occupancy Permit for this residence so the building is completed. Supervisor Reamer said the secretary should send her a letter giving her 60 days to have the driveway completed.

- There are 2 driveway permits on Lightning Trail that will have to be transferred to new owners if the property sells before they expire. The current residents did not realize they would need permits to build on those properties so they plan to sell them.

Supervisor Deardorff offered some suggestions to the Roadmaster on doing some berm rebuilding on the roads we have done due to the quantity of road erosion that is happening. In particular he mentioned areas of Three Springs to Naugle's Hollow, Newman Road up to the graveyard & Newman Road up to Naugles driveway. Supervisor Deardorff also suggested a form he created that could be filled out daily or weekly of maintenance work that is done within the township so that we would have a record of things. The Roadmaster said he already has one similar at the shop that he uses.

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

Secretary/Treasurer Report:

- Financial Reports were provided to the Board for their review
- Septic Waiver 1451 Carrolls Tract Road was received. The gentleman purchased the property after his mother passed away in 2022 and he is currently in the military and residing in Florida. He stated the house is in need of repairs and that no one has resided at the property since his mother's passing. After discussion between the supervisors, it was determined that there are cars at this property every weekend and then they leave which indicates people are using the facilities. With this knowledge and to stay within the pumping cycle the request is denied.

Supervisor Deardorff made a motion that the property owner at 1451 Carrolls tract Road will have to pump. Second by Supervisor Spence. Motion passed unanimously.

- 2024 Health Insurance deductions were not taken out of employees pay for the family portion of their health insurance for almost all of 2024. Chairman Deardorff said that because this was an error by a payroll professional the township cannot ask the employees to pay that back.
- A very nice thank you card was received from Bob Gordon's family for the flower arrangement that was sent by the township for his funeral service.
- All of the 2025 budgeted donations were issued on 5/22/2025.
- Request for Proposal for Zoning Hearing Board Solicitor was suggested by Supervisor Reamer as their time billed to the township for a hearing has been escalating not matter how small the issue may be.
- Mid-Year Hamiltonban Newsletter is set to go out and asked if any of the supervisors had anything to add prior to it going out. Supervisor Reamer wanted to add the house numbering ordinance and the weeds/ grass ordinance as a reminder to the residents.

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

Planning Commission Items: None

Code Officer: Several Code Violation letters went out for nuisance issues such as grass, garbage etc.

Zoning/Building/UCC (PMCA):

- Zoning Hearing set for June 12, 2025 for a requested variance for a garage (32'x28') 10' from rear setback, minimum rear setback is 20' Charles Deardorff of 63 Iron Springs Road.

Parks and Recreation: Is purchasing remembrance trees with donations from family members. Lattice was installed on top of the pergola to help with shade. Musicians are all set up for Music in the Park to begin June 8th. Adams county Greenspace sent out their notification for grants being open but not sure if they plan to achieve any grants. Chairman Starhler has meetings set up to see about funding possibilities for a dog park.

FREMA: Updated Emergency Plan has been recorded and in a binder in the township office for reference.

Fire Company Reports: Fairfield Fire Department's biggest fund raiser is coming up on 6/14.

ACCOG and ACATO: Had a meeting on May 22, 2025

YATB: No report

PA State Police: No report

Discussion Items: Supervisor Reamer asked if we should we have a small committee meeting in June? It was decided that yes they would have a small committee meeting with topics of International Code, Orchard Ordinance Amendment and several other items.

Special Notices: Supervisor Picarelli was excused from the meeting at 7:46 due to a prior obligation.

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 & Recreation Meeting- June 10, 2025
Planning Commission Meeting – June 24, 2025
Board of Supervisors Meeting- July 1, 2025

Motion to adjourn the meeting at 8:10pm by Supervisor Woerner. Second by Supervisor Spence. Motion passed unanimously.

J. Edward Deardorff / Chairman

Lynda Noel / Secretary