Hamilton Township Board of Supervisor’s

Regular Meeting Minutes

Monday, December 7, 2015

**CALL TO ORDER:**

Meeting was called to order at 7:00 pm by Chairman, Stephanie A. Egger.

The Chairman led the meeting in the Pledge of Allegiance to the Flag.

Supervisors present were Stephanie A. Egger, Timothy D. Beard III and Ron L. Weidner. Also present were Solicitor, Ronald Tomasko, from the firm of JSDC Law Offices; Township Engineer, Chad Clabaugh, PE from C. S. Davidson, Inc.; and Secretary, Deborah Brogan. Roadmaster, Jay Livingston was absent.

**APPROVAL OF MINUTES:**

Stephanie A. Egger asked if the Supervisors had reviewed the minutes from the Nov. 2, 2015 Supervisor’s Meeting. Response was affirmative. Timothy D. Beard III made a **motion** to approve the minutes as submitted. Ron L. Weidner second the motion. Motion carried.

**PUBLIC COMMENTS**: Public comments addressing the agenda items, there were none.

**OLD BUSINESS:**

1. SPCA Collection: Stephanie A. Egger stated that we continue to collect items for the Adams County SPCA for the care of the animals at the shelter.

2. Stephanie A. Egger stated that the Township continues to collect glossy paper magazines, the glossy newspaper inserts, etc. for the Ronald McDonald House.

3. NOMA Sewer Transition: Stephanie A. Egger shared comments from an article published in the Gettysburg Times concerning Berwick Twp., the formation of a committee, hiring a professional engineering firm and the selling of the Berwick Sewer Operation. Stephanie A. Egger mentioned that Berwick’s Board meeting is on Monday, December 14th at 6:00. She asked that residents should attend. Stephanie A. Egger stated that Hamilton Township has done all they can do, we are ready to go through with the transition.

4. Target & Firearms Ordinance discussion: A copy of the first rough draft of the Target & Firearms Ordinance was presented to the Board and to the residents. *Discussion*: Ron L. Weidner stated that we need to add width to the backstop size. Timothy D. Beard III stated that we also need to look at #III.2, pistol distance. Ron L. Weidner stated that we should stay away from Firearms and concentrate on a Target Ordinance. Attorney, Ronald Tomasko suggested that we should address all types of projectiles (archery, crossbows, and guns). Chad Clabaugh stated that County has a set of boundaries set up for firing ranges. He realizes that this is not what we are looking at, but some of the standards may be helpful. Chad also stated that Straban Twp. addresses firearms in their ordinances.

Ron L. Weidner asked the residents if they had any suggestions. There were none. Stephanie A. Egger stated that the township will continue to work on the ordinance.

Garage Expansion: Ron L. Weidner stated that the “walk-thru” is scheduled for 10:00 am, Thursday (12/10). We should then receive our Use & Occupancy permit. Ron stated that there is some wiring that needs to be completed so they can turn on the heat. The lights were finished today (12/7).

**NEW BUSINESS:**

1. State Police: Stats for service in Hamilton Twp. for November 2015 were read by Stephanie A. Egger. There were a total of 34 incidents: 6 Crime, 6 Collisions, and 22 Service calls for Hamilton Township.

2. Liberty Fire Co. No. 11: Monthly Rpts for Hamilton Township for October & November 2015 were read by Stephanie A. Egger. For October there was a total of 20 incidents, none in Hamilton Township. For November there was a total of 24 incidents, none in Hamilton Township.

3. United Hook & Ladder Co. No. 33: Monthly Rpt. for Hamilton Twp. for November 2015 was read by Stephanie A. Egger. There was a total of 45 incidents, 4 were in Hamilton Township.

4. Adams Regional EMS, Inc.: Monthly Rpts. for Oct & Nov 2015 were read by Stephanie A. Egger. For October there was a total of 435 calls, a total for Hamilton Township was not given. For November there was a total of 393 calls, 12 were in Hamilton Township.

5. Hampton Fire Co. No. 10: Monthly Report for Hamilton Township was presented by Chief PJ Trimmer. There was a total of 27 incidents, 1 in Hamilton Township.

6. 2016 Budget Adoption: Stephanie A. Egger stated that action needs to be taken to adopt the 2016 Budgets for General Fund, 94 Sewer Fund, State Fund and Glabview Fund. These budgets have been advertised and were available for review in the Township Office and on the Township Website for the past 20 days. Ron L. Weidner stated that it should be mentioned that there was no tax increase for the past nine (9) years. Timothy D. Beard III made a **motion** to adopt the Budgets as submitted. Ron L. Weidner second the motion. Motion passed by unanimous vote.

7. Lawrence Baker Sheppard Dam: The Chairman stated that we received a notice that an emergency action plan has been developed for the Lawrence Baker Sheppard Dam. We are required by law to post this action plan. A copy of this “Notice” is posted on the bulletin board.

8. Parks & Recreation: The Chairman stated that action needs to be taken to approve the letter to the Landowners involved in the Rails to Trails Project. The letter expresses the need for a meeting with the landowners to discuss easement issues. Attorney, Ronald Tomasko, has reviewed the letter. Timothy D. Beard III made a **motion** to approve the letter as submitted. Ron L. Weidner second the motion. Motion carried.

9. Stormwater Mgmt. Amendment: The Chairman stated that action needs to be taken to adopt two (2) amendments and a Chart to the SWM Ordinance. Section 117-14.D and 117-15.A.1 are to be amended; and replace Appendix D (Chart for determining BMP Sizing) with the Simplified Approach revision of 2/2/2015. These have been properly advertised. Chad Clabaugh stated that this was to correct some language, square footage and extend the chart. Ron L. Weidner made a **motion** to adopt as submitted. Timothy D. Beard III second the motion. Motion carried.

10. PSATS Donations for the Troops: Stephanie A. Egger stated that once again the Township is collecting donations of items to send to our Service Men & Women who are making remarkable personal sacrifices to ensure our country’s freedom around the world. We will be taking the items collected to PSATS in April. Deadline for donations is Wednesday April 4th. Flyers are on the table and will be posted on our website.

11. Smith, Elliott, Kearns & Company (SEK): Stephanie A. Egger stated that action needs to be taken to accept and approve the Financial Audit Agreement with SEK for 2015 @ $7,200; for 2016 @ $7,400; and for 2017 @ $7,600. Last year we were given a discount due to the ease of the audit preparation. Timothy D. Beard III made a **motion** to approve the agreement with SEK for 2015 through 2017. Ron L. Weidner second the motion. Motion passed by unanimous vote.

12. Adams County Council of Governments (COG): Stephanie A. Egger stated that action needs to be taken to approve support of the recycling of electronics at Adams Rescue Mission (ARM). ARM has projected an annual cost of $24,000 to handle recycling of electronics in Adams County. The County Commissioners have shown their commitment by inserting $12,000 into the County Budget to support this recycling if the municipalities will raise the other $12,000. The COG is asking each municipality to make a $500 commitment.

Timothy D. Beard III stated that he thought this was reasonable and would be an inexpensive way to handle this issue. Ron L. Weidner stated that there are 37 municipalities; not all will pay, yet all will benefit. What about the Boroughs? Ron L. Weidner stated that he is not in favor of this request.

Timothy D. Beard III made a **motion** to table any commitment until we have more information. Ron L. Weidner second the motion. Motion passed by unanimous vote.

13. Stephanie A. Egger stated that Wellspan is once again requesting permission to use the Township facility for the Double Creek Bike Ride Event, which will take place on Saturday, June 18, 2016. This event runs from 7:00 am to 2:00 pm. Ron L. Weidner made a **motion** to approve this request. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

14. Electric Power Savers (EPS): Stephanie A. Egger presented two estimates from EPS for two street lamps at Primrose Lane and Route 194 N. One was for 400 watts and the other for 1000 watts. After discussion, Ron L. Weidner made a **motion** to replace these lamps with equivalent LED bulbs. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

**PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF**

**ACTIVE PLANS:** There was nothing to discuss.

**COMMITTEE & DEPARTMENT REPORTS:**

1. East Berlin Area Community Center (EBACC) The Chairman stated that no report was received and no representative is present.

2. Abbottstown Paradise Joint Sewer Authority – Kevin Moul stated that their 2016 budget has been approved and there were no increases. Kevin stated that they have put the pump station issue on hold.

3. Parks and Recreation Board – Ron L. Weidner stated that they are putting together a letter to send to the landowners. They want to schedule a meeting to talk to each of them about the land easements.

4. Emergency Management: Timothy D. Beard III stated that the YATB & ACTCC meetings were both cancelled. Tim stated that he attended ICS classes, which ran for a total of 20 hours.

5. Road Master’s Report: Ron L. Weidner, Road Superintendent, stated that they have been working on the garage addition. The spreaders are ready for any weather changes. They just received three truckloads of salt at $5,556.81 (67.21 tons), the prices were not too bad through co-stars. A sinkhole has opened up on Fox Meadow Drive; this is where the gas line went through. The Gas Company will be repairing the sinkhole. There is another pothole on The Spangler Rd. we will be repairing that pothole.

Brian Campbell asked Ron L. Weidner about the bridge repairs. Ron stated that we have the permitting totals. He plans to go over to Paradise Twp. to talk to them about our progress. Chad Clabaugh stated that next year PennDot is going to be repairing a lot of bridges and they will be using the same box culverts. Chad suggested that we don’t wait too long to get our bid requests out. We should get them out early in 2016.

6. COG Report – Stephanie A. Egger stated that they talked about the recycling issues. Jay Livingston was elected to head up a Reorganization of the Roadmaster Roundtable.

7. East Berlin Joint Authority Report – Ron L. Weidner stated that they are still discussing the selling or leasing of the sewer plant. Ron L. Weidner stated that the attorney fees were very high, he talked to the attorney and got them lowered. Everything else is going fine.

8. Finance Committee Report – Brian Campbell stated that they have a meeting scheduled for January 26th.

9. East Berlin Library – The Chairman stated that no report was received and no representative is present.

**Engineer’s Report** – Chad Clabaugh; Township Engineer, from C.S. Davidson, presented his report to the Board.

1. Chad suggested that the Board begin looking for bids for the Office Expansion so we have an idea of what we want to add to our 2017 budget.

2. We are waiting for Paradise Twp. to approve the engineering proposal for permitting for the two bridges.

**Solicitor’s Report** – Ronald Tomasko, Attorney from the firm of JSDC Law Offices presented his report to the Board.

1. Spoke to Jim Spade – he is working on a draft Termination of Dedication for Primrose Lane.

2. Working w/C. S. Davidson on a Sewer Ordinance Revision

3. The On-Sight inspection for David Lease should happen very soon.

 **Zoning Officer’s Report** – PA Municipal Code Alliance - The Chairman stated that the PA Municipal Code Alliance Zoning Officer’s report was received. Stephanie A. Egger read the report. A total of 12 violation notices were sent out. There were no permit applications.

**MOTION TO PAY THE BILLS:**

Stephanie A. Egger presented the Board with a listing of the November 2015 bills to be approved for: General Fund $124,886.56 and Route 94 Sewer Fund $50,282.78. Ron L. Weidner made a **motion** to approve the bills as submitted. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

**PUBLIC COMMENTS:**

There were none.

**SUPERVISOR COMMENTS:**

**Ron:** Thank you for coming. Wishes everyone a Merry Christmas and Happy New Year.

**Tim:** Thanked everyone for coming, hope they had a nice Thanksgiving. Wishes everyone a Merry Christmas and Happy New Year.

**Steph:** Thank you for coming. Asked everyone to remember veterans today on Pearl Harbor Day. Pray for our country. Wishes everyone a Merry Christmas and Happy New Year. Gave an up-date on Dale Gettel’s progress.

**Meeting Announcements:**

**Next Parks & Rec Committee Meeting – No meeting scheduled for December 2015**

**Next Planning Commission Meeting – Tuesday, December 15th @ 7:00 pm**

**Next Finance Committee Meeting – Tuesday, January 26th 2016 @ 6:30 pm**

**Board of Supervisors Reorganizational Meeting – Monday January 4th @ 6:30 pm and the**

**Regular Board of Supervisors Meeting @ 7:00 pm**

**Auditors Meeting is scheduled for January 5th @ 7:00 pm**

**Adjournment**

Having nothing further to discuss, Ron L. Weidner made a **motion** to adjourn the meeting at 8:30 pm. Timothy D. Beard III second the motion. Meeting adjourned at 8:30 pm

Minutes taken and transcribed by:

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Deborah A. Brogan

Secretary Hamilton Township