**Hamilton Township Board of Supervisor’s**

**Regular Meeting Minutes**

**Monday, August 7, 2017**

**CALL TO ORDER:**

Meeting was called to order at 7:05 pm by Chairwoman, Stephanie A. Egger.

Stephanie A. Egger then led the meeting with the pledge of allegiance.

Supervisors present were: Stephanie A. Egger, Timothy D Beard III and Ronald L. Weidner. Also present were Solicitor, Ronald Tomasko, from the firm of Tomasko and Koranda Law; Township Engineer, Chad Clabaugh, PE from C. S. Davidson, Inc.; Roadmaster, Jay Livingston; and Secretary, Shelby Jenkins.

**APPROVAL OF MINUTES:**

Stephanie A. Egger asked if the Supervisors had reviewed the minutes of July 3, 2017 Regular Meeting. Answer was affirmative. Timothy D Beard III made a **motion** to accept the minutes as submitted. Ronald L. Weidner second the motion. Motion carried.

**PUBLIC COMMENTS:** There were no comments.

**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. Looking for old towels and blankets.

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

3. NOMA Sewer Transition: Nothing new to report

4. Bridge Update: Jay Livingston stated that he talked to Paradise Township. Paradise said they were out to check the support walls and stated that one support was cracked. Jay Livingston asked if it is possible to replace the support wall and put on a new deck plate. If this is possible it still would be less expensive then replacing the whole bridge.

**NEW BUSINESS:**

1. State Police: The Chairwoman read the report received from Pennsylvania State Police. In June there were, six crime, four crashes, three alarms, 25 other calls.

2. Liberty Fire Co. No. 11: The Chairwoman read the report received from Liberty Fire Co EMS. In June there were 80 calls, two which were in Hamilton Township. In July they had 87 calls which seven were in Hamilton Township. Chairwoman also reported in July Liberty Fire Co there were 30 calls, one which was in Hamilton Township.

3. United Hook & Ladder Co. No. 33: The Chairwoman read the report received for United Hook & Ladder Co. # 33. In June there were 58 calls, four which were in Hamilton Township.

4. Adams Regional EMS, Inc.: Chairwoman read the report received from the Adams County EMS, Inc. In June there were 420 total calls, 11 which were in Hamilton Township. Chairwoman also reported that in July there were 401 total calls, 11 which were in Hamilton Township.

 5. Hampton Fire Co. No. 10: The Chairwoman read the report received from Hampton Fire Company for July 2017. During the month of July there were 20 calls, two in Hamilton Township.

6. Comcast: Stephanie A. Egger read notice from Comcast stating as part of our ongoing commitment to keep you informed we want to let you know that beginning August 7, 2017, due to increased business cost, the standard shipping charge for Self-installation Kit will increase from $9.95 to $15.00. Customers will be notified of the changes through a message on their monthly bill statements. A notice of these changes has been posted on the bulletin board.

7. Roads Line Painting: Chairwoman reported that two phone quotes were submitted for line painting. Alpha Space Control was the lowest quote at $.05 per Ln. Ft for single lines and $.10 per Ln Ft. for double line. Timothy D Beard III made motion for approve Alpha Space Control. Ronald L. Weidner second the motion. Motion carried.

8. Resolution 2017-53: Chairwoman stated that approval of Resolution No. 2017-53 for a five year Winter Snow Agreement with Penn Dot. Timothy D Beard III made a **motion** to accept the agreement. Ronald L. Weidner second the motion. Motion carried.

9. Resolution 2017-54: Chairwoman requested approval of Resolution No. 2017-54 for the reduction in a Subdivision Performance Bond from Burkentine & Sons, Inc. The reduction amount would be $78,175.00 which would leave $197,337.60 on the Bond. Ronald L. Weidner made motion to accept the request for the reduction. Timothy D Beard III second the motion. Motion carried.

10. Resolution 2017-55: Stephanie A. Egger requested approval for Resolution No. 2017-55 for the Cedar Ridge, Reduction in EDU’s Bond. The reduction amount would be $107,640.00 which leaves $42,120.00 for the remaining nine EDU’s. Timothy D Beard III made motion to accept the reduction. Ronald L. Weidner second the motion. Motion carried.

11. Resolution 2017-56: Chairwoman requested approval of Resolution No. 2017-56 for the opening of Master Card for Adams County Nation Bank with the limit of $5,000.00. Ronald L. Weidner made motion to accept this resolution for new credit cards. Timothy D Beard III second motion. Motion carried

12. Resolution 2017-57: Chairwoman stated that Resolution No. 2017-57 needs approval for the NOMA Agreement to be advertising the sale of Route 94 Sewer Collection System. Timothy D Beard III made a motion to accept this advertisement. Ronald L. Weidner second the motion. All carried.

13. Resolution 2017-58: Stephanie A. Egger requested approval for Resolution No. 2017-58 to appoint Shelby Jenkins as Hamilton Township Secretary. Ronald L. Weidner made the motion. Timothy D Beard III second motion. Motion carried.

14. Trailer Removal: Stephanie A. Egger requested approval for the removal of the old Public Works office trailer. Ronald L. Weidner made the motion for the removal of the trailer. Timothy D Beard III second motion. Motion carried.

15. Building addition: Stephanie A. Egger requested approval for the front office expansion to prepare to go out for bids. Ronald L. Weidner made a comment that there will be no tax increase or no borrowing for the expansion that the funds are in the general account. Ronald L. Weidner made a motion to accept. Timothy D Beard III second motion. Motion carried.

16. Recycling Event: The Adams County Recycling event one day covered device September 9th from 10 am till 2 pm at the 911 Center located at 230 Greenamyer Lane Gettysburg. You must pre-register with Adams County Planning Office. Fee is $25.00 for television and $10.00 for Computer monitor. The fees cover the cost to process the leaded glass in the devises. All other devices are free.

17. Request from Mr. Charles Harman, Brough Road, to replace the escrow CD held for the Holding Tank maintenance to a bond in the same amount. Stephanie A Egger has checked this out with the Township solicitor and he has pointed out the Ordinance is very specific. Ronald L. Weidner made the motion not permitting the replacement of the CD with a bond. Timothy D Beard III second motion. Motion carried.

18. Request from ACNB Trust Department to update signatures on the Investment Policy Statement for the three Trust accounts: Unallocated Funds, Excess Checking and Route 94 Sewer. Timothy D Beard III motion to approve. Ronald L. Weidner second the motion. Motion carried.

19. Area Code changes: Starting August 26th you must dial the three digit area code.

**Other business to come before the Board of Supervisors:**

Gary Dull asked if Winding Lane would get repaired or patched this year. Stephanie A. Egger stated that all road work is done for this year except for repairs. Winding Lane is on the board to address for next year.

**PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF**

**ACTIVE PLANS:**

Sheetz: Plan for approval Chairwoman made note that there was a request for five waivers we are down to two waivers that are still needed. In January Sheetz paid back in January for five waivers for a total of $1,250.00. They should be refunded $750.00. Chairwoman is asking for approval of refund. Ronald L. Weidner approved the motion of the refund. Timothy D Beard III second motion. Motion carried.

A). Approval of Waiver # 2 SALDO section 120-21.H.3. Leveling Areas. This waiver requested to be sensitive to the existing conditions of the site. The proposed access drive to the rear of the site follows topography as much as possible to minimize excessive cut and fill. In order to maintain reasonable slopes on the two main entrances to the site, the slope on the rear access drive will be installed with a slope of 10%. Ronald L. Weidner approved the motion of the approval of Waiver # 2. Timothy D Beard III second motion. Motion carried

B). Approval of Waiver # 3 Stormwater Management Section 117-19.L.3. Max Permitted basin side slope shall be 4:1. Due to the size and topography of the existing lot basin side slopes need to be increased to 3:1 in order to achieve the adequate volume to reduce the rate of stormwater to the required development rates. The side slopes are being proposed to be with a seed mix that will be low maintenance to aid in the stabilization if the slope, as required by the ordinance. Ronald L. Weidner approved the motion of the approval of Waiver # 3. Timothy D Beard III second motion. Motion carried

C). Chairwoman suggested the approval based on the below necessary requirements. We are giving a conditional approval which will expire December, 4th 2017 and the access drive. The letter from C S Davidson Inc. Items one through nine need to be meet. Ronald L. Weidner approved the motion of the conditional approval. Timothy D Beard III second motion. Motion carried

 a). Signatures and Seals required on plan.

 b). Stormwater Management Agreement.

 c). Financial Security posted for the public improvement.

 d). Deletion of unnecessary waivers from plan.

 e). Water reservation agreement provided to the township

 f). Township to sign the recorded copy.

 g). Sign & Notarize by the owner and P.E. Seals

h). Private access agreement.

i). HOP Reference.

SamWill Enterprise, LLC Subdivision: Tabled to next month.

Colby Starner – Wedding Barn, 590 Dicks Dam Road: Chairwoman read a request to give Troy Starner – Wedding Barn final approval. Ronald L. Weidner approved the motion. Timothy D Beard III second motion. Motion carried.

**COMMITTEE & DEPARTMENT REPORTS:**

1. East Berlin Area Community Center (EBACC) – Torren Ecker reported that they have a new operation manager Pamalle Lady. Roof is about completed, the thrift shop has moved into the old Senior Center. Up and coming events, September 9th Annual Colonial Day, October 14th Pumpkin Festival.

2. Abbottstown Paradise Joint Sewer Authority – Kevin Moul was not present, no report was received.

3. Parks and Recreation Committee – Ronald L Weidner stated that there was no meeting in June and the meeting in July was canceled. Next meeting is September 12th at 7 pm.

4. Emergency Management: Timothy D Beard III stated no activity for the month.

5. YATB & Tax Board Reports: Timothy D Beard III reported that they meet in Adams County. They discussed 2 new roofs in York. Bids will be going out.

6. Road Master’s Report – Jay Livingston, Road Master, stated that they have been mowing, side work on roads, repair culverts. New signs have been ordered. Tree’s need trimmed, looking into renting a chipper. Looking to purchase tire chains for the 550 Ford truck from Chemung Supply for $355.00. Looking at doing Winding Lane next year.

7. COG Report – Jay Livingston nothing to report.

8. East Berlin Joint Authority Report – Ron L. Weidner stated that everything is fine.

9. Finance Committee Report – Brian Campbell stated that the budget should be ready by November. Finances are in great shape.

10. East Berlin Library – Brian Campbell Reported that in July was the one year anniversary. Also that books went up about 22% in circulation and that membership has gone up about 11 %.

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

Sheetz (2997.3.19.17)

 August 2017- C S Davidson reviewed the revised plan dated 7/25/17 and discussed a review letter dated 8/3/17 with ten total comments. CSD will be providing a security estimate dated 8/7/17 for consideration at the September Supervisors Meeting.

SamWill Enterprise, LLC Subdivision (2997.3.02.15)

July 2017 – The applicant submitted a stormwater agreement on June 21 which is under review by CSD and the Solicitor’s Office.

Cedar Ridge Subdivision and Land Development (2997.3.19.10)

 August 2017 – C S Davidson has received requests for the reduction in the security for public improvements as well as the security for the sewer reservation. C S Davidson has issued letters making recommendations for these reductions. C S Davidson is also working with the contractor to address incomplete items such as signage, stormwater basins, and sidewalks.

SALDO Review – (2997.9.08-.00)

August 2017 – CSD reviewed portions of the updated SALDO with the P.C. at the July 2017 P.C. meeting. The rest of the document will be reviewed at the August P.C. meeting. The goal is to have a new ordinance adopted prior to the end of 2017.

MS-4Waiver (2977.5.06-.00)

 Chad Clabaugh stated he will be provide Notice of Intent along to the next Board of Supervisors meeting

**Solicitor’s Report- Ronald Tomasko, Tomasko and Koranda Law presented his report.**

 Ronald Tomasko stated that the Township received payment from David Lease. He also stated that he worked on the easement for the Rail Trail.

**Zoning Officer’s Report** – Stephanie A. Egger read the report from Pennsylvania Municipal Code Alliance, Inc. For the Month of June there were 13 permits issued. For the month of July there were five permits issued.

**MOTION TO PAY THE BILLS:**

Stephanie A. Egger presented the Board with a listing of the 2017 bills to be approved for General Fund and Route 94 Sewer Fund. Timothy D Beard III made a **motion** to approve the bills as submitted. Ronald L Weidner second the motion. Motion carried.

**PUBLIC COMMENTS:**

Becky Speelman – Happy that something will be done with Winding Lane.

**SUPERVISOR COMMENTS:**

Ron: Happy 90th Birthday Clem. Thanks for coming everyone.

Tim: Hope everyone had a good summer. Enjoy your Labor Day.

Steph: Happy Birthday Clem Harman.

**Meeting Announcements:**

**Next Parks & Rec Committee Meeting – Tuesday, September 12th @ 7:00 pm**

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

**Next Finance Committee Meeting –Tuesday, August 22th @ 6:30 pm**

**Board of Supervisors Regular Meeting – Monday, September 11th @ 7:00 pm due to Labor Day Holiday**

**Adjournment**

Having nothing further to discuss, Ronald L. Weidner made a **motion** to adjourn the meeting. Timothy D Beard III second the motion. Meeting adjourned at 8:50 pm.

Minutes taken and transcribed by

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Shelby Jenkins

Secretary, Hamilton Township