**Hamilton Township Board of Supervisor’s**

**Regular Meeting Minutes**

**Monday, September 11, 2017**

**CALL TO ORDER:**

Meeting was called to order at 7:00 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, Roadmaster, Jay Livingston; and Secretary, Shelby Jenkins. Chad Clabaugh, PE from C. S. Davidson, Inc was not present.

**APPROVAL OF MINUTES:**

Stephanie A. Egger asked if the Supervisors reviewed the minutes of August 7, 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: Paper work will be approved tonight and sent in tomorrow Tuesday September 12th 2017.

4. Bridge Update: Nothing new to report at this time.

**NEW BUSINESS:**

1. State Police: The Chairwoman read the report received from Pennsylvania State Police. In August there were, five crime, seven crashes, and 24 other calls for a total of 36 calls.

2. Liberty Fire Co. No. 11: The Chairwoman read the report received from Liberty Fire Co EMS. In August there were 88 calls, which 11 were in Hamilton Township. Chairwoman also reported in August Liberty Fire Co there were 30 calls, which two were in Hamilton Township.

3. United Hook & Ladder Co. No. 33: The Chairwoman read the report received for United Hook & Ladder Co. # 33. In July there were 55 calls, three which were in Hamilton Township. In August United Hook & Ladder Co. reported 57 calls, seven which were in Hamilton Township.

4. Adams Regional EMS, Inc.: Chairwoman read the report received from the Adams County EMS, Inc. In August there were 413 total calls.

5. Hampton Fire Co. No. 10: Chairwomen reported, no report was received.

6. Resolution No. 2017-59 – Chairwoman requested approval to release Deborah Brogan from secretarial responsibilities. Ronald L. Weidner made a motion to accept the release of Deborah Brogan from secretarial responsibilities. Timothy D. Beard III second the motion. Motion carried

7. Resolution No. 2017-60 - Stephanie A. Egger requested approval to appoint Tomasko & Koranda, P.C. as solicitor for Hamilton Township. Timothy D. Beard III made a motion to appoint Tomasko & Koranda, P.C. as the Township Solicitor. Ronald L. Weidner second the motion. Motion carried

8. Resolution No. 2017-61- Stephanie A. Egger requested approval of Sewage Module for Ricky and Rosemarie Herman. . Ronald L. Weidner made a motion to approve the Sewage Module and forward to DEP for Ricky and Rosemarie Herman. Timothy D. Beard III second motion. Motion carried

9. Propane Bids Review- Chairwomen stated that bid requests were sent out to three propane suppliers. Hamilton Township received one bid back form Mason’s Propane Service. Timothy D. Beard III made a motion to accept Mason’s Propane Service bid at $1.45 per gallon with a $.10 government discount. Ronald L. Weidner second motion. Motion carried.

10. Agri Business Signage – Stephanie A. Egger requested approval of amendment to Zoning Ordinance NO. 150-113.B. Timothy D. Beard III made a motion to approve the amendment for Agi Business Signage Ordnance No 150-133. B. Ronald L. Weidner second motion. Motion carried.

Addition to §150-113.B. Regulations for Permanent Signs

| **Sign Type** | **Maximum Number of Signs** | **Maximum Sign Area** | **Minimum Setback from ROW** | **Maximum Height** | **Districts Permitted** | **Other** |
| --- | --- | --- | --- | --- | --- | --- |
| Signs Identifying name and entrance of agri-tourism enterprises | 1 monument or freestanding at each principal entrance | 50 s.f. /side  Max. 2 sides | Up to but not within ROW. No sign shall be located within a clear sight triangle | 6 ft. measured to top of sign structure | AP, RR, RC, MU | Maximum 60° spread between sign faces. Max. 3:1 structure to sign area ratio. |

11. Community Aid Container- Stephanie A. Egger asked when cleaning out for fall please drop off unused clothes and shoes in the Community Aid container in the Township Parking lot.

12. Energy Supplier Renewal Contract - Ted Motz addressed the Board of Supervisors in regards to the Energy Suppliers Renewal Contract. Ted presented the board with three options of pricing. The options were 12 months at $.06260, 24 months at $ .06009 and 36 months at $.05890. Ted stated that this is the lowest he has seen and he does not think the price will go much lower than this. Ronald L. Weidner made a motion to accept a 36 month contract for the Energy Suppler. Timothy D. Beard III second the motion. Motion carried.

13. Renewal of Letters of Credit for the new owners of Pine Run Community- Chairwoman presented two letters of Credit from the new owners of the Pine Run Retirement Community to be accepted. LOC # 800005110A for the amount of $21,291.65 Timothy D. Beard III made motion to accept the new letter of credit from the new owners of Pine Run Retirement Community. Ronald L. Weidner second the motion. Motion carried. Loc # 80005112A for the amount of $36,239.50 Ronald L. Weidner made motion to accept the new letter of credit from the new owners of Pine Run Retirement Community. Timothy D. Beard III second the motion. Motion carried.

14. Resolution No. 2017-62- Stephanie A. Egger requested approval for adoption for an Act 537 official Sewage Facilities plan special study. Ronald L Weidner made motion to approve the adoption of Act 537. Timothy D Beard III second the motion. Motion carried.

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

**PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF**

**ACTIVE PLANS:**

Sheetz:

1. Chairwoman presented the water reservation agreement provided by NOMA. Timothy D Bread III made a motion to approve the agreement. After discussion Timothy’s motion was rescinded. Ronald L Weidner made a motion to table till next Board of Supervisors meeting. Timothy D Beard III second the motion. Motion carried.
2. Stephanie A. Egger requested approval of the new amount for Public Improvement Security. Timothy D Beard III made motion to accept the security amount of $399,049.20 for Sheetz. Ronald L Weidner second the motion. Motion carried.

SamWill Enterprise, LLC Subdivision:

1. Chairwoman request the approval of the Storm Water Management Agreement. After a discussion the Board of Supervisors granted a 60 day conditional approval pending the Storm Water Management Agreement. Ronald L Weidner made motion for the 60 day conditional approval. Timothy D Beard III second the motion. Motion carried.

MS4- Stephanie A. Egger requested a motion for the approval of the Notice of Intent (NOI) Application for the Municipal Separate Storm Sewer (MS-4) Permit and to authorize the Township Engineer to submit the application to the Department of Environmental Protection. Timothy D Beard III made motion for approval. Ronald l Weidner second the motion.

**COMMITTEE & DEPARTMENT REPORTS:**

1. East Berlin Area Community Center (EBACC) – Torren Ecker was not present, no report was received.

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 last month, next meeting September 12, 2017.

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

5. YATB & Tax Board Reports: Timothy D Beard III reported that there was no meeting last month. Nothing new to report.

6. Road Master’s Report – Jay Livingston, Road Master, stated that new signs are up, another round of mowing was done, cleaned up the trees after the last storm, and Line Painting is are done on the roads. Township borrowed a chipper from Straban Township to do tree trimming. Bid has to go out for the road work to be done on Winding Lane. Ronald L Weidner made motion for the bid to go out for Winding Lane. Timothy D Beard III second motion. Motion carried.

7. COG Report – Jay Livingston nothing to report.

8. East Berlin Joint Authority Report – Ron L. Weidner stated that there was a meeting last Thursday night. Everything is going good.

9. Finance Committee Report – Brian Campbell stated that the budget is in good shape. Budget should be ready in December.

10. East Berlin Library – Pat Campbell, nothing new to report.

**Engineer’s Report** – Stephanie A. Egger; Chairperson presented C S Davidsons, Inc. report:

Sheetz (2997.3.19.17)

September 2017- Sheetz rebutted the security estimates dated 8-7-17. C S Davidson revised the security estimate and issued a new estimate dated 8-15-17 which puts the security at $399,049.20 and has been agreed upon by Sheetz.

SamWill Enterprise, LLC Subdivision (2997.3.02.15)

September 2017- C S Davidson issued an e-mail dated 7-3-17 with four comments. Follow up e-mails were sent on 9-7-17, 8-31-17 to further address the four comments.

* The first paragraph under background, second sentence: should “and” be “of” after re-subdivision.
* The first paragraph under background says the plan is recorded… should that say “will be” and / or included the recording information.
* Consideration should be given to referencing the original L.D. Plan and / or stormwater management plan, report and maintenance agreement which called for the existing stormwater management facility. The agreement has a brief discussion about maintenance but I’m sure there is much more to the maintenance of this facility which would be listed in the existing plan, report, and agreement.
* Consideration should be given to a note being added to the plan which references this agreement.

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Cedar Ridge Subdivision and Land Development (2997.3.19.10)

September 2017- C S Davidson continues to work proactively with the developer to progress the requirements to install sidewalks, convert the stormwater basin, and correct street signage.

SALDO Review – (2997.9.08-.00)

September 2017- C S Davidson reviewed additional portions of the proposed SALDO with the Planning Commission at their August meeting. The goal is to review the remaining sections at the September meeting then move it toward adoption by the end of the year.

Sewer Transfer to NOMA – (2997.6.37.00)

September 2017—Termination agreement with Berwick and the new inter-municipal agreement with NOMA has been approved. The 537 special study was advertised and the 30 day comment period ends on 9-9-17. C S Davidson provided a resolution to adopt the ACT537 official sewage facilities plan special study. The resolution should be considered for adoption at the Board of Supervisors meeting and then be forward to DEP for approval.

MS-4Waiver (2977.5.06-.00)

September 2017- C S Davidson provided the Township with completed notice of Intent (NOI) permit application package which includes the Waiver Request. The NOI should be considered for approval at the Board Supervisors meeting then forward to the DEP by September 15th deadline.

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

Ronald Tomasko stated that the David Lease Zoning Board appeal was denied. Stover’s And Burns property was satisfied.

**Zoning Officer’s Report** – Stephanie A. Egger read the report from Pennsylvania Municipal Code Alliance, Inc. For the Month of August there were 16 permits issued.

**MOTION TO PAY THE BILLS:**

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

**PUBLIC COMMENTS:**

Jeremy Smith – The lines on the roads look nice.

Harold Senter – Question what the owners of 160 Gun Club Rd. are going to do with the property. Stephanie A. Egger stated that the electric and water has been turned off. Nobody is living there. We have no additional knowledge of their plans.

Mike Strausbaugh – Stated about the removal of the trees on Forest drive that the electric company wants to take out. Mike stated that the Electric claims to have a titled deed of Right of Way. Ron Weidner told him to check their deeds to see if the company has a right of way.

**SUPERVISOR COMMENTS:**

Ron: Glad everyone came out.

Tim: Want to thank everyone for their condolences for loss of Mary.

Steph: Glad everyone came out, hope everyone had time for reflection of events on 9/11

**Meeting Announcements:**

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

**Next Planning Commission Meeting – Tuesday, September 19th @ 7:00 pm**

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

**Board of Supervisors Regular Meeting – Monday, October 2nd @ 7:00**

**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 8:25 pm.

Minutes taken and transcribed by

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Shelby Jenkins

Secretary, Hamilton Township