

Hamilton Township Board of Supervisors
Regular Meeting Minutes
Monday, February 8, 2021

CALL TO ORDER: The meeting was called to order at 7:04 PM with the Pledge of Allegiance by Jessica Baim

Supervisors present were Ronald L. Weidner, Timothy D. Beard, III and Michael A. Strausbaugh. Also present were Ronald T. Tomasko, ESQ, Roadmaster Thomas Barrows, and Assistant Secretary Jessica Baim.

APPROVAL OF MINUTES:

Regular Scheduled Meeting, January 4, 2021

*Upon review of the minutes of the January 4, 2021 reorganization and regular meeting a motion was made by Ronald L. Weidner to approve, with a second by Timothy D. Beard, III. **Motion was unanimously approved.***

PUBLIC COMMENTS: None

OLD BUSINESS:

1. SPCA Collection: We continue to collect items for the Adams County SPCA for the care of the animals at the shelter. They need towels, blankets, toys, etc. in good condition.
2. Ronald McDonald House: The Township continues to collect glossy paper magazines, glossy newspaper inserts, etc.
3. Bridge Update: Reviewed the Beaver Creek Bridge (#334) feasibility study and grant application assistance proposal from C.S. Davidson, Inc. Michael Strausbaugh confirmed with Ronald L. Weidner that this would need to be done weather tabled and reviewed next month or a motion this month. Ronald L. Weidner informed that is correct this will need to be done. *A motion was made by Ronald L. Weidner to approve, with a second by Michael A. Strausbaugh. **Motion was unanimously approved.***

NEW BUSINESS:

1. State Police: Jessica Baim read the report for the month of December 2020. For the month of December there was a total of 26 incidents, one criminal, one crash, 23 service, and one no response.
2. Northeast Adams Fire Co. #32-FIRE: No report
3. Northeast Adams Co. #32- EMS: No report.
4. United Hook & Ladder Co. No. 33: No report.
5. Adams Regional EMS, Inc. Monthly Report for Hamilton Township- Jessica Baim read the report for the month of December 2020 and a recap for 2020. For the month of December there was a total of 694 incidents with ten incidents in Hamilton Township. For the year of 2020 there was a total of 7668 incidents with 102 incidents in Hamilton Township.
6. FYI: Primary Election Day is May 18, 2021, General Election Day is November 2, 2021.

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7. IRS Mileage rate for 2021 is .56 cents down 1.5 cents from the 2020 rate.

8. Resolution No. 2021-36 approval to send Pine Run Sewer Module to DEP. *A motion was made to forward to DEP by Timothy D. Beard, III, with a second made by Ronald L. Weidner. The motion was approved unanimously.*

9. Resolution No. 2021-37 exoneration of residents for the Per Capita Tax 2020. Michael A. Strausbaugh questioned tax collector about why this is done. Dorry Long informed that this could be from people moving to other areas. Michael A. Strausbaugh thanks Dorry Long for explaining why this is done. *A motion was made to approve by Michael A. Strausbaugh, with a second made by Timothy D. Beard, III. The motion was approved unanimously.*

10. Resolution No. 2021-38 exoneration of Dolores Long, Tax Collector, collection of unpaid Per Capita and Real Estate Taxes for the year 2020. *A motion was made to approve by Ronald L. Weidner, with a second made by Timothy D. Beard, III. The motion was approved unanimously.*

11. Adoption of the 2020 Pennsylvania Municipalities Pension Trust ACT 44 DISCLOSURE FORM., The disclosure form will be placed on the website. *A motion was made to approve by Ronald L. Weidner, with a second made by Timothy D. Beard, III. The motion was approved unanimously.*

12. FYI: Effective December 31, 2020 The East Berlin (JBT) Library and Adams County Library System (ACLS) the two libraries will become a consolidated library system.

13. Comcast Updates: Winter Storm information is available at: <https://stormready.xfinity.com/>. Extension of COVID support- new internet essentials customers will continue to receive 60 days of free service and Xfinity WiFi Hotspots will remain open to everyone through June 30, 2021.

Other business to come before the Board of Supervisors: Jessica Baim reviewed the Driveway Ordinance, was approved and needs to be up for Adoption. The signs and mylar will need a hearing which will occur on April 5, 2021. Both signs and mylar will be advertised and summaries will be provided by the from Solicitor by March 9 & March 24, 2021.

Planning Commission recommendations and status of active plans:

A. Humphrey Subdivision: Jessica Baim read the internal memo from the Planning Commission recommending a conditional approval based on the following conditions:

Condition #1: Boundaries of adjacent properties and recorded name and deed reference, including those properties that may lie on the opposite side of the street from the subject property (SALDO §120-14. A (12)). The parcel ID numbers for the Red Oak Logging, Kimberly A. Weaver, Jeffery D. Kennedy, Ronald J. Feeser, Paul R. Reinhart, and Howe Family Revocable Living Trust parcels should read 17-K10-____. This comment still needs addressed.

Condition #2: The Certificate of Ownership, Plan Acknowledgment, and Offer of Dedication shall be signed by the owner(s) and notarized. (SALDO §120-14. A (17)). This comment has been acknowledged by the plan preparer.

Condition #3: A draft deed shall be submitted along with the plan for review by the Township prior to approval of the plan for the combined property of Parcel 43G and Lot 3. (SALDO § 120-14. B (11)). This comment has been acknowledged by the plan preparer.

A motion was made by Ronald L. Weidner for a conditional approval pending current comments are addressed, with a second by Timothy D. Beard, III. Motion was unanimously approved. Conditional approval given for 30 days from the date of this Board of Supervisors meeting.

B. Boyer Subdivision: Jessica Baim read the internal memo from the Planning Commissions recommending a conditional approval based on the following conditions:

Condition #1; The dimensions of the property boundary at the east end of the subdivision, the panhandle of Lot 1, has some overlapping text which cannot be clearly read. This shall be rectified. (SALDO §120-14. A (10))

Condition #2; The Certificate of Ownership, Plan Acknowledgment, and Offer of Dedication shall be signed by the owner(s) and notarized. (SALDO §120-14. A (17))

Condition #3; The existing wells shall be shown on the plan. (SALDO §120-14. A (26))

Condition #4; A monument shall be required to be set for one of the lot corners. (SALDO §120-14. A (35)).

Condition #5; A planning module for sewage planning is required before this plan can be approved. (SALDO §120-14. B (2))

Condition #6, New deeds shall be submitted for the combined Lots 3, 3B, 3A, as well as the combined Lots 2 and 2A. (SALDO §120-14. B (11))

*A motion was made by Timothy D. Beard for a conditional approval pending current comments are addressed, with a second by Ronald L. Weidner. **Motion was unanimously approved.** Conditional approval given for 30 days from the date of this Board of Supervisors meeting.*

C. Jessica Baim read the inter-office memo from the Planning Commission: On behalf of the Planning Commission for Hamilton Township, we recommend that the Board of Supervisors forward the revisions/additions to the Solar Ordinance §150 including the updated version of the “TABLE OF USES” to the Township Solicitor for review. *A motion was made by Ronald L. Weidner to forward to the Township Solicitor for review, with a second made by Timothy D. Beard, III. **Motion was unanimously approved.***

COMMITTEE & DEPARTMENT REPORTS:

1. East Berlin Area Community Center (EBACC): No Representative present, Jessica Baim read the minutes provided by Cyndi Bisacre. Next “Town Hall” meeting is scheduled for Tuesday, 23 January at 6pm, in Gym, EBACC. At the meeting, discussions will continue on the future of EBACC. Several options that have been recommended and will be explored with community to discuss the pros and cons. These included (but not limited to): Staying in current building and signing a new lease, forcing the Boro to make future building repairs etc. Forming a Joint Commission and transferring the title to them and let “them” regulate EBACC. Looming question is if EBACC is branch on its own, what their tax-exempt status would be. The Tax Adjustor has been contacted to request guidance on how to achieve exception status. Also, it will need to identify how much support from the outlying townships and EB Boro will continue to have. The EBACC office staff will begin to scale down office hours to assist with budget by reducing costs. It will be open and staffed during same times as the Thrift Shop is open. (T/TH) Donations will also be accepted during those times. Alice (bookkeeper) will probably maintain her hours since her role is on-going. On Monday, Wednesday and Friday, the office staff will be available to the public, by appointments only. Fitness center report was given. Highlighting the new Yoga Program and New Personal Trainer services. January generally shows an increase in volume and memberships, however, given the current COVID situation, those increases were not experienced this year. COVID protocol is still in place and standards enforced to maintain safety for all. The gym was forced to shut down (state mandated) for 3 weeks, so its “re-opening” is celebrated. T-shirt sales continue. Financial report was presented, and spreadsheets reviewed. The Thrift Shop sales were lower, given the reduced hours. Cookie Walk, hosted by the EBACC kitchen was a big success both financially and feedback given by community members. Building & Grounds reported that work was completed on the ceiling and lighting was repaired. It was found that 6 of the existing lights were” only hanging on by one wire, “so it was good a thing that it was addressed. Several other building issues were brought forward. An emergency heating issue developed, when it was discovered that the boiler was being compromised be water coming into the building. A control valve broke and needed replaced. The boiler itself appears in good shape, however, it is the controls that have been the issue. Since heat for the building is essential, repairs were made. Additional building repairs were presented, involving the water that is pooling under the gym. The water besides causing mold and mildew needs to be repaired. These are two

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sections of pipes that are causing the issues. Water is causing rust and will eventually cause the rust to impact the boiler. Estimates are in the \$10,000.00 range. A leak in the roof also presented itself. Upon inspection, it was discovered that the clamping had come undone by the weight of the ice on the roof. A temporary fix was done to re-clamp the rubber shield. The gym floor was damaged because of the leak. There was also damage as well to some other areas which will be covered by insurance since it was determined it was caused by ice. Repairs will cost EBACC the deductible of \$1,000.00. Christmas Bazaar & Christmas Tree Lighting events were very well attended and the feedback from those attending was positive. Having the tree “lit” during the holidays was well received. April newsletter articles are being generated and will be the next published for distribution. One area needing addressed is how future protocol might change with the vaccine distribution and those that will be vaccinated. No new grants are in the works. Funds are being required to obtain the second amounts for the COVID relief grant. New Officers for 2021 will need to be voted on at next meeting. EBACC is still requesting an additional representative from both Hamilton Township and Abbottstown. Next EBACC meeting February 13th at 7pm.

2. Abbottstown Paradise Joint Sewer Authority: No Representative present. No report.
3. Parks and Recreation Committee: No report. Meetings cancelled.
4. Emergency Management: Timothy D. Beard, III wants to thank the roadcrew on how well they have taken care of roadway cleaning during the winter storms. There was no action required during January 2021.
5. YATB & ACTCC Tax Board Report: The YATB meeting was held on 1/25/2021 and currently the receipts are up for the year, but the projection is a downturn for 2021 due to 2020 COVID-19 virus. There are currently three job openings which have not been filled because applicants have declined job offers, saying salaries are too low. They are going to increase the salary, and the impact will be around \$30,000.00 for the year 2021. The ACTCC Tax Board meeting will be held February for the first quarter. Nothing more to report for ACTCC.
6. Road Master’s Report: The Public Works Department performed roadside tree cutting (Brough Road) and dropped the brush at H&H, all PW staff is now certified for low gravel roads grants. They have had a few complaints due to the winter weather but are handling them. A larger issue is the alternative vehicles on the roadways, will work with Scott to prepare a statement on alternative vehicles on website. Will also provide a reminder on pushing driveway snow onto Township roadways, to put on the Township website. Michael Strausbaugh verified and confirmed that Jessica Baim has access and can update the website with these changes.
7. COG: No report. Cancelled due to snow.
8. East Berlin Area Joint Authority: Ronald L. Weidner indicated the meeting will be held on 2/4/2021. At the January 2021 meeting their engineer informed that the water tank refurbish (inside & outside) was under quoted. They will need \$13,000.00 more to have the project overseen for correct material and procedures. This project is expected to last two weeks.
9. East Berlin Library: No Representative present. No report.

Engineer’s Report – Jessica Baim reviewed Chad Clabaugh, C.S. Davidson, Inc report for February 2021.

Subdivision, Land Development & Stormwater Plan Review:

Humphrey Subdivision –C.S. Davidson reviewed the plan dated 11-12-2020 and issued a comment letter dated 1-19-2021 with 12 comments. The plan was conditionally recommended for approved at the January Planning Commission meeting. C.S. Davidson reviewed the revised plan dated 1-21-2021 and issued a letter dated 1-26-2021 with 3 comments. C.S. Davidson received a revised plan and a first draft of the deeds on 1-28-2021 and issued a comment letter dated 2-2-2021 with 2 plan related comments and 6 deed related comments. C.S.

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Davidson received revised deeds on 2-3-2021 and attended a phone conference with Twp. Staff on 2-4-2021 and issued a comment letter on 2-7-2021 which generally recommends conditional approval to the Township supervisors.

Boyer Subdivision-C.S. Davidson reviewed the plan dated 10-5-2020 and issued a comment letter dated 1-19-2021 with 6 comments. The plan was conditionally recommended for approved at the January Planning Commission meeting. C.S. Davidson received a revised plan dated 1-25-2021 which is under review. C.S. Davidson also received draft deeds and a further revised plan on 2-5-2021 which are under review. This plan is not ready for approval at the February meeting. The goal is to have everything cleaned up for approval at the March Supervisors meeting.

Sorensen Subdivision- C.S. Davidson reviewed the plan dated 10-27-2020 and issued a review letter dated 1-19-2021 with nine comments. The plan was tabled at the January Planning Commission meeting due to the outstanding comments and since there is a chance that the subdivision may be altered in future revised submissions.

Eisenhart Subdivision- The property owner along with its surveyor and attorney addressed the waiver requests with the Planning Commission at the January Planning Commission meeting. The plan was tabled at that meeting.

Pine Run Park- C.S. Davidson attended a site meeting to review the outstanding items in phases 1 and 2 with the development administrator and a contractor on 1-13-2021. The developer intends on addressing the deficiencies in phases 1 and 2 early spring.

Other Projects:

Bridge Work-C.S. Davidson has initiated the design and permitting phase of this project. Site survey has been completed and design has been initiated.

Solicitor's Report- Attorney Tomasko presented his monthly report where he reviewed David Lease Bankruptcy, communication with Township officials over miscellaneous legal matters, including solar ordinance, mylar ordinance, medical marijuana ordinance and driveway ordinance.

Scott Weaver, Zoning Officer's Report – Jessica Baim reviewed the report. There were a total of six zoning permits for the month of January. One zoning permit for shed, one permit for parking area, one permit for pole barn, one permit for garage conversion, one for a driveway, and one for a sign. The current plans on the Planning Commission agenda: Hamilton Power, Pine Run Phase III, and Eisenhart Subdivision. There are five plans being reviewed: Boyer, Sorensen, Humphrey, Pine Run Phase III, and Eisenhart Subdivision.

MOTION TO PAY THE BILLS: *Motion to pay the bills for the General Fund was made by Ronald L. Weidner, with a second by Michael A. Strausbaugh. **The motion was approved unanimously.***

PUBLIC COMMENTS: Michael A. Strausbaugh asked about the cameras located at Dollar General belonging to the Township. Thomas Barrows, Roadmaster informed that is correct, the Township acquired them from the game commission, they are old cameras to track disposal of wrong items at the Community Aid bin.

SUPERVISOR COMMENTS:

Ron: Thanks everyone for coming out and hopes for no more lovely weather (snow).

Tim: Thanks everyone for coming out and the good job the roadcrew done with the slush.

Mike: Wants to thank the roadcrew, he had only one complaint. Also, thanked Jessica Baim, for doing a nice job. Wanted to verify that mask signs were located on all doors and on top of website. Jessica Baim indicated that it is currently on the website but will be moved to the top of the website. Jessica Baim informed the Board of Supervisors we will update every door with mask requirement signs. Thanks everyone for coming out.

Meeting Announcements:

Board of Supervisors: Monday, March 1, 2021 @ 7PM

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Parks and Recreation Board: Tuesday, April 13, 2021

Planning Commission: Tuesday, February 16, 2021

Budget/Finance Workshop: Tuesday, April 27@ 6:30 PM

Adjournment

Having nothing further to discuss, Motion to adjourn was made at 7:47 PM by Ronald L. Weidner and second by Michael A. Strausbaugh. ***The vote was unanimous to adjourn.***

Minutes were recorded and transcribed by

Jessica Baim
Assistant Secretary