

Approved 10/6/25

**HAMILTON TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
September 8, 2025**

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Ronald L. Weidner. Supervisors present were Ronald L. Weidner, Jeremy P. Smith, and Ryan M. Groft. Also present were Chad Clabaugh, P.E., from C.S. Davidson, Inc.; Solicitor Katie James (filling in for Melissa Kelso, Esq.); and Secretary/Treasurer Megan Carper.

APPROVAL OF AGENDA PER ACT 65: Ronald L. Weidner provided the agenda to the Board of Supervisors. *Ronald L. Weidner made a motion to approve the agenda pursuant to Act 65, seconded by Jeremy P. Smith. **The motion was unanimously approved.***

APPROVAL OF MINUTES: Minutes of the regularly scheduled meeting on August 4, 2025, were presented. *Jeremy P. Smith made a motion to approve the August 4, 2025 Regular Meeting Minutes, seconded by Ryan M. Groft. **The motion was unanimously approved.***

PUBLIC COMMENTS: There were no public comments at this time.

OLD BUSINESS:

1. **Pennwood Products – Stormwater Pond:** *Ronald L. Weidner made a motion to table the Pennwood Products Stormwater Pond discussion as there were no additional updates, seconded by Ryan M. Groft. **The motion was unanimously approved.***
2. **Neff O&M Agreement:** *Ronald L. Weidner made a motion to formally accept the Neff O&M Agreement, contingent upon the applicant posting the required financial security and authorizing it to be recorded once security is received, seconded by Jeremy P. Smith. **The motion was unanimously approved.***
3. **O’Brien O&M Agreement:** *Jeremy P. Smith made a motion to conditionally approve the O’Brien O&M Agreement, contingent upon receipt of the signed and notarized agreement, seconded by Ryan M. Groft. **The motion was unanimously approved.***
4. **JW Paving O&M Agreement:** *Jeremy P. Smith made a motion to table the JW Paving O&M Agreement, seconded by Ronald L. Weidner. **The motion was unanimously approved.***

NEW BUSINESS:

1. **PSATS Unemployment Compensation Group Trust:** *Jeremy P. Smith made a motion to cast Hamilton Township’s vote for Cory Adams for the PSATS Unemployment Compensation Group Trust, seconded by Ryan M. Groft. **The motion was unanimously approved.***
2. **PSATS Municipal Pension Trust:** *Ronald L. Weidner made a motion to cast Hamilton Township’s vote for Cory Adams for the PSATS Municipal Pension Trust, seconded by Jeremy P. Smith. **The motion was unanimously approved.***
3. **PSATS Municipal Health Insurance Cooperative Trust:** *Jeremy P. Smith made a motion to cast Hamilton Township’s vote for Cory Adams for the PSATS Municipal Health Insurance Cooperative Trust, seconded by Ryan M. Groft. **The motion was unanimously approved.***
4. **Acceptance and Approval of the Minimum Municipal Obligation (MMO) for 2026:** It was noted that the MMO is the actuarially required minimum contribution the Township must make to its pension plan for the upcoming year, calculated under Act 205. The 2026 MMO was reviewed and confirmed as the required figure for budget purposes. *Jeremy P. Smith made a motion to approve the 2026 MMO, seconded by Ryan M. Groft. **The motion was unanimously approved.***
5. **Approval of the 2025–2026 Winter Season Snow Removal Contract with PennDOT:** The Board discussed the PennDOT winter maintenance agreement, which covers plowing and cindering of Pine Run Road. The estimated cost for the season is \$8,409.32. *Ronald L. Weidner made a motion to approve the 2025–2026 Winter Season Snow Removal Contract with PennDOT, seconded by Ryan M. Groft. **The motion was unanimously approved.***
6. **Septic System Repair – Robinson (517 Berlin Road) Waiver Request:** The Board reviewed a request for a waiver of the 100 ft isolation distance requirement for septic system repair at 517 Berlin Road, per the SEO’s letter and recommendation dated September 2, 2025. *Ronald L. Weidner made a motion to approve the waiver request of the 100 ft isolation distance requirement for septic system repair at 517 Berlin Road, seconded by Jeremy P. Smith. **The motion was unanimously approved.***
7. **Move Township Company Credit Cards from ACNB to Members 1st Federal Credit Union:** The Board discussed Resolution 2025-23, authorizing the cancellation of Township credit cards with ACNB and establishing new Township credit cards with Members 1st Federal Credit Union. *Jeremy P. Smith made a motion to approve Resolution 2025-23, authorizing the Township to establish new credit cards with Members 1st Federal Credit Union and afterward cancel its credit cards with ACNB, seconded by Ryan M. Groft. **The motion was unanimously approved.***

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8. State Police: Monthly report is posted on the bulletin board.
9. Northeast Adams Co. No. 32 Fire: Monthly report is posted on the bulletin board.
10. United Hook & Ladder Co. No. 33: Monthly report is posted on the bulletin board.
11. Adams Regional EMS: Monthly report is posted on the bulletin board.

PLANNING COMMISSION RECOMMENDATIONS FOR ACTION AND/OR STATUS REPORT OF ACTIVE PLANS:

1. K-Hill Cul-de-sac Plan: *Ronald L. Weidner made a motion to table for further discussion with applicant engineer, seconded by Jeremy P. Smith. **The motion carried unanimously.***
2. Zoning Map Amendment – Rezoning from MUC to AP: The Board reviewed the Planning Commission’s recommendation to move forward with a public hearing regarding proposed changes to the Zoning Map. The request is to rezone property from Mixed Use Corridor (MUC) to Agricultural Preservation (AP). *Ryan M. Graft made a motion to authorize the advertisement of a public hearing regarding the proposed Zoning Map Amendment – Rezoning from Mixed Use Corridor (MUC) to Agricultural Preservation (AP), seconded by Jeremy P. Smith. **The motion was unanimously approved.***

COMMITTEES AND MEETING REPORTS:

1. East Berlin Area Community Center (EBACC): Ryan M. Graft reported on the August 25th Board meeting, noting that committee reports were reviewed and the Board approved the purchase of six new laptops for day-to-day operations. July retail sales totaled \$13,404.65, kitchen sales raised \$2,543.75, and 245 volunteers donated 1,482.25 hours. Upcoming events include the Book Sale (September 10–13), Fall Festival (September 13), Indoor Clearance Sale (September 18–20), Autumn & Halloween Shop (September 18–20), Slippery Pot Pie Takeout (September 24–25), and the Fall Plant Sale (September 27). The next EBACC Board meeting is scheduled for September 22, 2025.
2. Abbottstown Paradise Joint Sewer Authority (APJSA): Kevin Moul – No Report.
3. Emergency Management: Paul Minnich – No Report.
4. YATB Tax Board Reports: Jeremy P. Smith reported that the 2026 budget has been finalized and will be voted on at the end of October.
5. ACTCC Tax Board Reports: Jeremy P. Smith - No report.
6. Roadmaster’s Report: Ronald L. Weidner reported that a new Public Works employee was hired. Roadside mowing is nearly complete. A culvert on Locust Lane was replaced and work is ongoing until it settles. Trees have been trimmed, and routine maintenance has been completed on Township equipment, including replacement of lights on trucks and a tractor. Operations are running smoothly, and no complaints have been received. Residents are reminded to notify the Township of any issues they notice so they can be addressed promptly.
7. East Berlin Area Joint Authority: Ronald L. Weidner reported that a resident who has paid sewer fees for approximately 35 years was discovered never to have been connected to the sewer system despite having paid tapping fees. The Authority is reviewing the situation, with discussion including a potential refund. Further updates will be provided once official minutes are received.
8. Zoning Hearing Board: It was announced that a Zoning Hearing for Redding Rentals is scheduled for Tuesday, September 30, 2025, at 7:00 p.m. at the Township.

ENGINEER’S REPORT: Ronald L. Weidner (on behalf of Chad Clabaugh, C.S. Davidson, Inc.) reported on various projects:

- Eli and Martha Esh Stormwater Plan: Sept. 2025 – CSD received the plan on 9-4-2025. The plan is under review.
- Miller Storm Plan: Sept. 2025 – CSD reviewed the plan and sent an e-mail on 9-5-2025 noting non-compliance to twp. stormwater ordinance. CSD spoke with the applicant that same afternoon and provided direction for how to re-submit.
- Esh Subdivision: Sept. 2025 – CSD received a revised plan dated 8-15-2025. CSD will provide a review letter for consideration at the Sept. P.C. meeting.
- Cashman Development: Sept. 2025 – CSD received a revised plan dated 9-2-2025. CSD will provide a review letter for consideration at the Sept. P.C. meeting
- Redding Rentals - Athletic Complex: Sept. 2025 – CSD received authorization to review the scoping application. CSD will provide comment for consideration at the Sept. P.C. meeting.
- Final Grade Land Development: Sept. 2025 – CSD reviewed the revised plan dated 7-30-2025 and issued a letter dated 9-3-2025 with 21 comments for discussion at the Sept. P.C. meeting.

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- Neffs Properties Stormwater Plan: Sept. 2025 – CSD reviewed the revised plan dated 8-12-2025 and issued a comment letter dated 9-3-2025 recommending conditional approval with conditions being O&M agreement, posting of financial security and seals and signatures.

SOLICITOR’S REPORT: Solicitor Katie James (on behalf of Solicitor Melissa Kelso, Esq.)– No additional comments at this time.

ZONING OFFICER’S REPORT – PMCA: James Graham. Ronald L. Weidner reported on the August 2025 report, which included five permits or exemptions issued, zero stop work orders, four new complaints handled, five pending violations, and one active subdivision/land development plan.

MOTION TO PAY THE BILLS: General Fund. *Ronald L. Weidner made a motion to approve payment of the General Fund bills, seconded by Jeremy P. Smith. **The motion was unanimously approved.***

PUBLIC COMMENTS:

- Ryan Fox thanked the Road Crew for mowing and clearing brush along Woods Road, noting it was a great help with access to a private culvert.
- Paul Minnich also thanked the Public Works staff for their mowing and brush maintenance efforts, emphasizing the importance of keeping sight lines clear for safety.
- Al Osorin, a resident, raised concerns regarding the permissibility of short-term rentals (Airbnbs) on Boy Scout Road. He noted difficulty obtaining clear guidance from the Township and pointed out that nearby properties appear to operate as Airbnbs. The Board acknowledged his concerns and explained that the issue remains under review with the Zoning Officer.
- Keith Warner of Hanover Land Services was present and noted he was available for any questions related to the Esch Subdivision, though no discussion was requested.

COMMENTS FROM THE BOARD OF SUPERVISORS:

- **Ron:** *“Hope you had a good Labor Day. I don’t know what else happen. Yeah, things. Yeah. Thank you all for coming out. Hope to see you next month.”*
- **Jeremy:** *“Thanks everybody for coming out.”*
- **Ryan:** *“Thanks for attending. Happy fall. Next holiday is Halloween.”*

MEETING SCHEDULE:

- Planning Commission – Tuesday, September 16, 2025, at 7:00 p.m.
- Finance & Budget Meeting – Tuesday, September 23, 2025, at 7:00 p.m.
- Board of Supervisors – Monday, October 6, 2025, at 7:00 p.m.

ADJOURNMENT: *Ronald L. Weidner made a motion to adjourn at 7:44 p.m., seconded by Jeremy P. Smith. **The motion was unanimously approved.***

Minutes were recorded and transcribed by

Megan Carper
Secretary/Treasurer