

**HAMILTON TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
JANUARY 2, 2024**

Call to Order: The meeting was called to order at 7:00 PM by Ronald L. Weidner. In attendance were Supervisors Ronald L. Weidner, Jeremy P. Smith, and Ryan M. Groft. Also, present were Solicitor Melissa Kelso, Chad Clabaugh, P.E., from C. S. Davidson, Inc., ESQ, Megan Carper, Secretary/Treasurer, Hanna Furst, Assistant Secretary, and Roadmaster Don Blackburn.

APPROVAL OF AGENDA PER ACT 65: Ronald L. Weidner provided the agenda to the Board of Supervisors with an amendment to add Todd Grim Subdivision for conditional approval. *Ronald L. Weidner made a motion to approve the agenda as amended with a second by Jeremy P. Smith. Motion was unanimously approved.*

APPROVAL OF MINUTES: Minutes of the regularly scheduled meeting on December 4, 2023, were presented. *Upon review of the minutes from December 4, 2023, Jeremy P. Smith made a motion to approve the minutes as written with a second by Ronald L. Weidner. Motion was unanimously approved.*

PUBLIC COMMENTS: None.

OLD BUSINESS:

1. **Beaver Creek Road Bridge-Rehabilitation update:** An update was provided on the rehabilitation of the Beaver Creek Road Bridge. The project reached completion as of December 15. The bridge's reopening on December 15 was announced, marking the end of the construction phase and the resumption of regular traffic flow.

NEW BUSINESS

1. **Adopt 2024 Budget:** *Ronald L. Weidner made a motion to approve the 2024 budget with a second by Jeremy P. Smith. Motion was unanimously approved.*
2. **State Police:** None.
3. **Northeast Adams Co. No. 32 FIRE:** Monthly Report-On the Bulletin Board.
4. **United Hook & Ladder Co. No. 33:** None.
5. **Adams Regional EMS:** Monthly Report-On the Bulletin Board.
6. **ARPA Funds-Designated** to use for the Beaver Creek Bridge repair.
7. **NOBPA, LLC-Zoning Hearing:** The scheduled zoning hearing for NOBPA, LLC has been postponed, as the company has chosen to temporarily withdraw their application for the time being. Further details regarding the reasons for the withdrawal or a future rescheduling of the hearing were not provided at this time.

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

1. The Planning Commission recommends the review of the Herman/Klein minor subdivision, with consideration of comments from Andrew Merkel and Chad Clabaugh. *Ronald L. Weidner made a motion to table this discussion with a second by Jeremy P. Smith. The motion was unanimously approved.*
2. The Planning Commission recommends conditional approval for Todd Grim's Minor Subdivision at 402 Locust Lane, with specific conditions: signing and notarization of required documents as per SALDO §120-14.A (17), approval and submission of the Planning Module Exemption to the Pennsylvania Department of Environmental Protection, and the setting of property corner markers, confirmed by Chad Clabaugh. Clark Craumer presented a signed plan to the Board of Supervisors, and it was confirmed that Tim Wargo, SEO, signed off on the septic portion of the planning module. The next step is for the Township to send signed plans to the DEP (Department of Environmental Protection). *Ronald L. Weidner made a motion to accept the approval of this plan with a second by Jeremy P. Smith. Motion was unanimously approved.*

COMMITTEES AND MEETING REPORTS

1. East Berlin Area Community Center (EBACC) – Ryan M. Groft volunteered to serve as the township's representative for the East Berlin Area Community Center (EBACC). *Ronald L. Weidner made a motion to officially appoint Ryan M. Groft as the EBACC volunteer for the township with a second by Jeremy P. Smith. **Motion was unanimously approved.***
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. The next meeting is January 29, 2024.
5. ACTCC Tax Board Reports – Jeremy P. Smith. The next meeting is April 2024.
6. Road Master's Report – Don Blackburn. Don reported on the township's readiness for the upcoming anticipated storm. He confirmed that all plow trucks are prepared, and markers have been installed as a precaution. Essential maintenance, including oil changes and routine checks, has been conducted to ensure the equipment is in top condition. The township is well-equipped to manage the expected weather conditions, highlighting efficient and thorough preparatory measures.
7. COG Report – No Report.
8. East Berlin Area Joint Authority- Ron Weidner. Got a phone call from Charles Krall confirming they secured a \$750,000 state grant. There were discussions about the allocation of these funds. Ronald L. Weidner confirmed there is a meeting on the upcoming Thursday night, with more comprehensive information anticipated in the upcoming meeting.

Engineer's Report – Chad Clabaugh; Township Engineer, from C.S. Davidson, Inc. presented an updated engineering report. In this report, he highlighted his method of keeping the most current items visible while moving or removing older, less relevant items. His update included various projects and subdivisions within the township, focusing on recent developments, planning reviews, and pending issues that needed attention or resolution:

- Trimmer Subdivision – 1131 Green Ridge Road (2997.3.20.03)
 - Jan. 2024 – CSD reviewed the revised plan dated 11-27-2023 and issued a letter dated 12-4-2023 with 4 comments.
- Grim Subdivision – 402 Locust Lane (2997.3.07.16)
 - Jan. 2024 – The CSD provided a review letter dated 12-11-2023 with 10 comments. CSD reviewed a revised plan dated 12-12-2023 and issued a letter dated 12-18-2023 with 3 comments. The plan was recommended for approval by the P.C. with the 3 comments from CSD as the conditions, at the December meeting.
- Pennwood Products Development (2997.3.16.13)
 - Jan. 2024 - CSD reviewed revised traffic impact scoping applications dated 11-6-2023 and 12-14-2023 and provided a memo dated 12-18-2023 with 3 comments.
- New Oxford Logistics (2997.3.14.14)
 - Jan. 2024 – Draft meeting minutes from the 7-17-2023 meeting was provided on 12-12-2023 for review. Also, a revised Traffic Impact Scoping application has been submitted on 1-2-2024 for review. These documents are under review.
- Pine Run Park Phase III (2997.3.16.11)
 - Jan. 2024 – CSD met with the developer's engineer on 12-15-2024 to discuss a few items including the concerns with the water volume to the fire hydrants. The developer's engineer is going to start to develop a path of identifying the concern along with a few potential solutions.
- Township Office / Church Survey
 - Jan. 2024 – CSD set the 3 new property corner markers (two rebars and one concrete monument) as shown in the conditionally approved subdivision plan. There are wooden stakes with blue ribbon set beside markers.
- Cross Keys Intersection Traffic Study
 - Jan. 2024 – CSD will attend the initial project meeting scheduled for January 9th.

APPROVED 2/5/24

Solicitor's Report – Melissa Kelso, ESQ., updated on the Church property, discussing its treatment similar to an eminent domain case, with confirmation from the county still pending. If this approach is not accepted, alternative strategies will be considered. Additionally, Ronald L. Weidner requested Melissa's review of the latest AP/RR Ordinance draft, expected to be sent to her by the secretary on January 3, 2024. Ronald also emphasized a streamlined communication process between the solicitor, engineer, and other parties, with initial coordination directed through the office/secretary.

Zoning Officer's Report – PMCA—James Graham. Ronald L. Weidner read the December 2023 report which covered 3 permits, 4 pending violations, and 2 subdivision/land development plans received.

MOTION TO PAY THE BILLS: General Fund. *Jeremy P. Smith made a motion to pay the bills from the General Fund with a second from Ronald L. Weidner. The motion was unanimously approved.*

PUBLIC COMMENTS:

Tony Long mentioned an entry he saw under 'legal notices' in the newspaper about the Adams County Uniform Construction Board of Appeals and was curious about what it is. Tony noted his unfamiliarity with this Board of Appeals prior to this. Ron mentioned that a related meeting is scheduled in the coming weeks. When Tony suggested it might be regarding a request to put a roof over a patio, Melissa suggested that it could be a typical building code issue requiring an appeals process.

Dory Long- Welcome, Ryan!

COMMENTS from the Board of Supervisors:

Ron: Thank you all for coming out. Glad to see a full house here tonight. I hope this continues. Will try to keep things moving along like this at future meetings. Everything seems to be going pretty good here. Hopefully, you had a Merry Christmas and a Happy New Year. Hope to see you next month and be safe. Welcome Ryan.

Jeremy: Thanks everybody for coming out. Hope everyone had a good New Year. Welcome Ryan. Thanks, Megan, and glad to see Hanna back again. Everything is looking good in the back, Don. Everything's cleaned up back there and looking good. Hope to see everybody next month.

Ryan: Thanks for coming out and I look forward to working with everybody.

Meeting Schedule

Auditor's Reorganization Meeting, Wednesday, January 3, 2024 @ 7:00 p.m.

Planning Commission, Tuesday, January 16, 2024 @ 7:00 p.m.

Board of Supervisors Meeting, Monday, February 5, 2024, @ 7:00 p.m.

Adjournment: *Having nothing further to discuss, a Motion to adjourn was made at 7:35 PM by Ronald L. Weidner with a second by Ryan M. Groft. The vote was unanimous to adjourn.*

Minutes were recorded and transcribed by

Megan Carper

Megan Carper
Secretary/Treasurer