**Hamilton Township Board of Supervisor’s**

**Regular Meeting Minutes**

**Tuesday, January 3, 2017**

**CALL TO ORDER:**

Meeting was called to order at 7:00 pm by Chairman, 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 JSDC Law Offices; Township Engineer, Chad Clabaugh, PE from C. S. Davidson, Inc.; Roadmaster, Jay Livingston and Secretary, Deborah A. Brogan.

**APPROVAL OF MINUTES:**

Stephanie A. Egger asked if the Supervisors had reviewed the minutes from the December 5, 2016 Supervisor’s Meeting. Response was affirmative. Ronald L. Weidner made a **motion** to accept the minutes as submitted. Timothy D. Beard III second the motion. Motion carried.

Stephanie A. Egger asked if the Supervisors had reviewed the minutes from the December 13, 2016 Special Budget Approval Meeting. Response 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.

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

3. NOMA Sewer Transition: Stephanie A. Egger stated that there was nothing new to report. We are still waiting for a response from Berwick Township.

4. Bridge Update: Ronald L. Weidner stated that Paradise Township is still in the process of getting the necessary permits. Ronald L. Weidner stated that he will contact Paradise to set up meeting.

**NEW BUSINESS:**

1. State Police: The Chairwoman stated that we did not receive any reports from the State Police.

2. Liberty Fire Co. No. 11: Report for Hamilton Township was received for the month of December 2016. During the month of December there were 23 incidents; there were 6 incidents in Hamilton Township.

3. United Hook & Ladder Co. No. 33: Report for Hamilton Township was received for the month of November 2016. During the month of November 2016 there were 70 incidents with 3 in Hamilton Township.

4. Adams Regional EMS, Inc.: The Chairwoman stated that the report for Hamilton Township for the month of November 2016 was received. For November there were 398 incidents with 9 in Hamilton Township.

5. Hampton Fire Co. No. 10: Monthly Report for Hamilton Township for the month of December 2016 was presented. There were a total of 13 incidents, 3 were in Hamilton Township.

6. The Chairwoman stated that we received notice from PEMA that we will be receiving a refund of $8,458.25. This is our refund from the 2016 Snow disaster this past January.

7. Stephanie A. Egger stated that action needs to be taken to adopt and approve Resolution #2017-44. This Resolution is for the purpose of Act 44, the Disclosure Statement to cover the administrative, actuarial, investment and advisory services provided by the PSATS Pension Plan. This will then be posted to our web-site. Timothy D. Beard III made a **motion** to approve and adopt this resolution. Ronald L. Weidner second the motion. Motion carried.

8. DEP Drought Warning: The Chairwoman stated that DEP has notified the Township that Adams County has been placed on drought watch. Conditions and steps citizens can take to reduce their water use are listed on the notice on the bulletin board.

9. PSATS 95th Conference in Hershey, PA: The Chairwoman stated that approval is needed for Stephanie A. Egger, Timothy D. Beard III and Deborah A. Brogan to attend this Conference and that Stephanie A. Egger & Deborah A. Brogan will stay over-night. The Conference will be held on April 23-26, 2017. Ronald L. Weidner made a **motion** to approve this attendance. Timothy D. Beard III second the motion. Motion carried.

10. PA One Call System Proclamation: Stephanie A. Egger stated that action needs to be taken to approve a Proclamation to designate the month of April 2017 as “Pennsylvania 811 Safe Digging Month.” This was a request from PA One Call System. Ronald L. Weidner made a **motion** to approve the proclamation. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

11. National School Choice Week: Stephanie A. Egger stated that action needs to be taken to approve a Proclamation to commemorate January 22-28, 2017 as “Hamilton Township School Choice Week.” This was a request sent to us by “School Choice Week” Committee. Timothy D. Beard III made a **motion** to approve this proclamation. Ronald L. Weidner second the motion. Motion passed by unanimous vote.

**PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF**

**ACTIVE PLANS:** None

**COMMITTEE & DEPARTMENT REPORTS:**

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

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

3. Parks and Recreation Board – Ronald L. Weidner stated that they are still working on the easements, talking to land owners, etc. Our next meeting is January 10th.

4. Emergency Management: Timothy D. Beard III stated that there was no activity last month.

5. YATB & Tax Board Reports: Timothy D. Beard III stated that there was no major activity last month.

6. Road Master’s Report – Jay Livingston, Road Master, stated that they have been doing general clean-up since the last snow. Making sure all the equipment is in good working order. Jay submitted a request for bid for paving of Old Mill Road. Jay would like to put the bid in place now so work can begin as soon as possible in the spring. Ronald L. Weidner made a **motion** to approve putting out the bid. Timothy D. Beard III second the motion. Motion carried.

7. COG Report – Jay Livingston stated that the speaker at the meeting was Commander Jim Graham from the PA State Police. He gave an update of the forces availability and happenings within the police force.

8. East Berlin Joint Authority Report – Ron L. Weidner stated that their meeting is this Thursday. He has no report.

9. Finance Committee Report – Brian Campbell stated that their next meeting will be in April. We finished out the year in good shape and the budget looks real good.

10. East Berlin Library – Brian Campbell stated that there is nothing new.

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

1. Comment letter will be presented at the Planning Commission meeting for 590 Dicks Dam Road.

2. A deed of dedication has been filed for New Oxford Dollar General.

3. The MS-4 Waiver letter has been prepared and is ready to submit to DEP.

**Solicitor’s Report** – Ronald Tomasko, Attorney from the firm of JSDC Law Offices, presented his report to the Board: The Solicitor continues to work on David Lease case; Charles Harman and the filings of municipal liens.

**Zoning Officer’s Report** – PA Municipal Code Alliance Report for December 2016. Stephanie A. Egger presented the report to the Board. There was one (1) permit issued for well drilling; and one (1) zoning permits issued during the month of December 2016.

**MOTION TO PAY THE BILLS:**

Stephanie A. Egger presented the Board with a listing of the December 2016 bills to be approved for General Fund, Route 94 Sewer Fund and State Fund. Ronald L. Weidner made a **motion** to approve the bills as submitted. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

**PUBLIC COMMENTS:**

1. Ann Harman stated that she was very appreciative of the notice the township gave last month concerning radon testing. Clem Harman has been sick lately and they now have determined that it is from the radon.

2. Wayne Lunger of Cedar Ridge Development, wanted to discuss the trees that have been planted along the streets in the development. There have been a lot of complaints about the trees and the damage they will cause in the years to come. Chad Clabaugh suggested that that they and the township get together to discuss the issue and what can be done. No decision was reached.

**SUPERVISOR COMMENTS:**

Ron: Hopes everyone had a Merry Christmas and Happy New Year.

Tim: Also hopes everyone had a Merry Christmas. Looks forward to working with everyone in the coming year.

Steph: Informed every one of the upcoming meetings.

**Meeting Announcements:**

**Auditor’s Meeting – Wednesday, January 4th @ 6:30 pm**

**Next Parks & Rec Committee Meeting – Tuesday, January 10th @ 7:00 pm**

**Next Planning Commission Meeting – Tuesday, January 17th @ 7:00 pm**

**Next Finance Committee Meeting – Monday, April 17th @ 7:00 pm**

**Board of Supervisors Regular Meeting – Monday, February 6th @ 7:00 pm**

**Adjournment**

Having nothing further to discuss, Ronald L. Weidner made a **motion** to adjourn the meeting at 8:05 pm. Timothy D. Beard III second the motion. Meeting adjourned at 8:05 pm.

Minutes taken and transcribed by

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Deborah A. Brogan

Secretary, Hamilton Township