

APPROVED

Hamilton Township
Re-organizational Meeting Agenda
Monday, January 4, 2021

Call to Order: Stephanie Egger called the meeting to order at 6:30 pm
Open with the Pledge of Allegiance to the flag.

Present are: Supervisors Timothy D. Beard, III, Ronald L. Weidner and Michael A. Strausbaugh, Solicitor, Ronald Tomasko, ESQ, from the firm of Tomasko and Koranda Law; Chad Clabaugh, P E from the firm C. S. Davidson, Inc., Stephanie Egger, Parliamentarian & Office Manager and Jessica Baim, Assistant Secretary.

Appointment of a Temporary Secretary: Ronald L. Weidner made a motion to appoint Stephanie Egger as Temporary Secretary with a second by Timothy Beard, III.

First Order of Business - Year 2021:

Resolution #2021-01: Appointment of Chairman: Timothy D. Beard, III made a motion to appoint Ronald L. Weidner as Chairman of the Board of Supervisors. Michael A. Strausbaugh second the motion. Motion carried unanimously.

Resolution #2021-02 Appointment of Vice-Chairman: Michael A. Strausbaugh made a motion to appoint Timothy D. Beard, III as Vice-Chairman of the Board of Supervisors. Ronald L. Weidner second the motion. Motion carried unanimously.

Resolution #2021-03: Appointment of Secretary: Timothy D. Beard, III made a motion to appoint Stephanie Egger as Secretary for a two-year term 2021-2023. Ronald L. Weidner second the motion. Motion carried unanimously.

Resolution #2021-04: Appointment of Office Manager: Ronald L. Weidner made a motion to appoint Stephanie Egger as Office Manager for a two-year term 2021-2023. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-05: Appointment of Township Treasurer: Ronald L. Weidner made a motion to appoint Stephanie Egger as Treasurer for a two-year term 2021-2023. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-06: Appointment of Assistant Secretary: Ronald L. Weidner made a motion to appoint Jessica Baim as Assistant Secretary for the year 2021. Timothy D. Beard, III second the motion. Motion carried unanimously.

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Resolution #2001-07: Appointment of Assistant Secretary: Ronald L. Weidner made a motion to appoint Hanna Furst as Assistant Secretary for the year 2021. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-08: Appointment of Road Master: Timothy D. Beard made a motion to appoint Tom Barrows as Road Master for the year 2021. Ronald L Weidner second the motion. Motion carried unanimously.

Resolution #2021-09: Appointment of Roads Superintendent: Michael A. Strausbaugh made a motion to appoint Ronald L. Weidner as Roads Superintendent for the year 2021. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-10: Appointment of Solicitor: Ronald L. Weidner made a motion to appoint Ron Tomasko, ESQ and adoption of the 2021 fee schedule. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-11: Alternate Solicitor: Ronald L. Weidner made a motion to appoint Melissa Kelso, ESQ from the firm Kelso Law LLC as the Alternate Solicitor in the absence of the appointed Solicitor for the year 2021. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution # 2021-12: Appointment of Township Engineer: Ronald L. Weidner made a motion to appoint C. S. Davidson, Inc., Chad Clabaugh P.E. for the year 2021. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-13: Appointment of the Zoning Hearing Board Solicitor: Ronald L. Weidner made a motion to appoint John Baranski, ESQ of the firm BYBR, LLP (Blakey, Yost, Bupp and Rausch) for the year 2021. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-14: Appointment of Emergency Management Coordinator for Hamilton Township: Ronald L. Weidner made a motion to appoint Timothy D. Beard, III for Emergency Management Coordinator for Hamilton Township. Michael A. Strausbaugh second the motion. Motion carried unanimously.

Resolution #2021-15: Appointment of Deputy Emergency Management Coordinators for Hamilton Township: Michael A. Strausbaugh made a motion to appoint Douglas Fishel, Tom Barrows and Paul Minnich as Deputy Emergency Management Coordinators for Hamilton Township for the year 2021. Ronald L. Weidner second the motion. Motion carried unanimously.

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Resolution #2021-16: Appointment of YATB representative and the alternate representative: Ronald L. Weidner made a motion to appoint Timothy D. Beard, III as the YATB representative and Michael Strausbaugh as the alternate representative. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-17: Appointment of the Township Representative to the AC COG and the alternate representative: Ronald L. Weidner made a motion to appoint Stephanie Egger as the Township Representative to the AC COG and Jessica Baim as the alternate representative. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-18: Appointment of the representative to the ACTCC and the alternate representative: Ronald L. Weidner made a motion to appoint Timothy Beard as the representative to the ACTCC and Michael A. Strausbaugh as the alternate representative. Michael A. Strausbaugh second the motion. Motion carried unanimously.

Resolution 2021-19: Appointment of the Board of Supervisors Vacancy Chairman for the year 2021: Ronald L. Weidner made a motion to appoint Mel Lebo as the Board of Supervisors Vacancy Chairman for the year 2021. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-20: Appointment of the voting delegate to the PSATS 100th Convention: Ronald L. Weidner made a motion to appoint Michael A. Strausbaugh as voting delegate to the PSATS 100th Convention and the approval for possible staff members (Ronald Weidner, Timothy D. Beard, III, Michael Strausbaugh, Stephanie Egger, Jessica M. Baim, and Hanna Furst) to attend the April 18 to April 21, 2021 PSATS Convention. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-21: Appointment of the Depository for Township funds for the year 2021: Timothy D. Beard, III made a motion to appoint ACNB as depository for the Township for the year 2021. Ronald L. Weidner second the motion. Motion carried unanimously.

Resolution #2021-22: Establishing the Tax Rates for the year 2021.

Real Estate Millage	.7345
Per Capita Tax	\$5.00
Local Services Tax	\$52.00
Discount Percentage	2%
Penalty Percentage	10%
Realty Transfer Tax	.50 %
EIT	1.5% Conewago Valley School District

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1.7% Bermudian School Tax

Ronald L. Weidner made a motion to establish the Tax Rates for 2021 as listed. Michael A. Strausbaugh second the motion. Motion carried unanimously.

Resolution #2021-23: Appointment of Right to Know Officer and the Deputy Right to Know Officer in the absence of the officer: Ronald L. Weidner made a motion to appoint Stephanie Egger as the Right to Know Officer and Jessica Baim as the Deputy Right to Know Officer in the absence of the officer. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-24: Appointment of Ronald L. Weidner to a four-year term to the Planning Commission. Timothy D. Beard, III made a motion to appoint Ronald L. Weidner to a four-year term to the Planning Commission. Michael A. Strausbaugh second the motion. Motion carried unanimously.

Resolution # 2021-25: Appointment of the PSATS Pension Plan Administrator: Ronald L. Weidner made a motion to appoint Stephanie Egger as the PSATS Pension Plan Administrator. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution #2021-26: Appointment of the Township SEO and the alternate SEO: Ronald L. Weidner made a motion to appoint Timothy Wargo as the Township SEO and Christopher Hoover of Hoover Engineering as the alternate SEO. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution # 2021-27: Establish the Tax Collectors wage for 2021: Ronald L. Weidner made a motion to establish the Tax Collectors wages of 5% of the total taxes collected for 2021. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution # 2021-28: Appointment of PMCA as the Building Codes Inspection Agency and Zoning Officer for Hamilton Township and the fee schedule: Ronald L. Weidner made a motion to appoint PMCA as the Building Codes Inspection Agency and Zoning Officer for Hamilton Township and the fee schedule. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution # 2021-29: Appointment of SEK as the Auditing Firm: Ronald L. Weidner made a motion to appoint SEK as the Auditing Firm to audit the 2020 records for Hamilton Township and professional assistant at the rate of \$120.00 per hour. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution # 2021-30: Directing the Emergency Succession of Township Officers for continuity of Township government in case of disaster. Ronald L. Weidner made a motion to direct the succession of Township Officers. Michael A. Strausbaugh second the motion. Motion carried unanimously.

Resolution # 2021-31: Acceptance of the MMO Obligation for the year 2021: Ronald L. Weidner made a motion to accept the MMO Obligation for the 2021 of in the amount of \$22,622.00. Timothy D. Beard, III second the motion. Motion carried unanimously.

Resolution # 2021-32: Schedule of Holidays and Office Closures for 2021:

- January 1 – Friday, New Year’s Day
- May 18 – Tuesday, Primary Election Day
- May 31 – Monday, Memorial Day
- July 5 – Monday, Fourth of July Independence Day
- September 6 – Monday, Labor Day
- November 2 – Tuesday, General Election
- November 25, 26 – Thursday & Friday, Thanksgiving Holiday
- December 23, 24 – Thursday & Friday, Christmas Holiday
- December 31 – Friday, New Year’s Day

Timothy D. Beard, III made a motion to accept the schedule of Holidays and Office Closures for 2021. Ronald L. Weidner second the motion. Motion carried unanimously.

Resolution # 2021-33: Meeting Schedules for the 2021 year:

<p>Board of Supervisors (1st Monday) @7 PM</p> <ul style="list-style-type: none">• January 4th• February 1st• March 1st• April 5th• May 3rd• June 7th• July 12th• August 2nd• September 13th• October 4th• November 1st• December 6th	<p>Park & Recreation (2nd Tuesday) @7PM</p> <ul style="list-style-type: none">• January 12th - Cancelled• February 9th -Cancelled• March 9th - Cancelled• April 13th• May 11th• June 8th• July 13th• August 10th• September 14th• October 12th• November 9th• December 14th
<p>Planning Committee (3rd Tuesday-except Holidays) @ 7PM</p> <ul style="list-style-type: none">• January 19th• February 16th	<p>Zone Hearing Board (as needed- 4th Thursday, except Holidays) @7PM</p> <ul style="list-style-type: none">• January 28th• February 25th

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<ul style="list-style-type: none">• March 16th• April 20th• May 11th• June 15th• July 20th• August 17th• September 21st• October 19th• November 16th• December 21st	<ul style="list-style-type: none">• March 25th• April 22nd• May 27th• June 24th• July 22nd• August 26th• September 23rd• October 28th• November 18th• December 16th
<p>Finance & Budget (4th Tuesday April, July, then Monthly) @ 6:30PM</p> <ul style="list-style-type: none">• April 27th• July 27th• August 24th• September 28th• October 26th• November 23rd	<p>** All meetings dates subject to change on unforeseen events**</p>

Ronald L. Weidner made a motion to accept the meeting schedules for the 2021 year. Timothy D. Beard, III second the motion. Motion carried unanimously.

PUBLIC COMMENTS: None

Adjournment

Having nothing further to discuss, Ronald L. Weidner made a motion to adjourn at 7:00 pm. Timothy D. Beard, III second the motion. Motion carried unanimously. Meeting adjourned.

Minutes taken and transcribed by

Jessica Baim

Assistant Secretary