

**HAMILTON TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES**

OCTOBER 2, 2023

Call to Order: The meeting was called to order at 7:01 PM with the Pledge of Allegiance by Ronald L. Weidner. Supervisors present are Ronald L. Weidner, Jeremy P. Smith, and Michael A. Strausbaugh. Also present are Solicitor, Melissa Kelso, ESQ, Chad Clabaugh, P.E. from the firm C. S. Davidson, Inc., 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. Michael A. Strausbaugh made an amendment to the agenda to add Stephanie A. Egger's resignation/retirement. *A motion was made by Michael A. Strausbaugh to approve the agenda as amended with a second by Ronald L. Weidner. Motion was unanimously approved.*

APPROVAL OF MINUTES: Minutes of the regularly scheduled meeting of September 11, 2023, were presented. *Upon review of the minutes from September 11, 2023, a motion was made by Jeremy P. Smith to approve the minutes as written with a second by Michael A. Strausbaugh. Motion was unanimously approved.*

PUBLIC COMMENTS: None

OLD BUSINESS:

1. **SPCA Collection:** We continue to collect items such as clean blankets, towels, toys, food, clean bedding, etc. for the Adams County SPCA for the care of the animals at the shelter.
2. **Beaver Creek Road Bridge-Rehabilitation update:** **BRIDGE IS CLOSED UNTIL FURTHER NOTICE.** Mandated by the state. Ronald L. Weidner confirmed receipt of the DEP permit from Lance Biesecker of Paradise Township. *A motion was made by Jeremy P. Smith to table Beaver Creek Road Bridge-Rehabilitation update with a second by Michael A. Strausbaugh. Motion was unanimously approved.*

NEW BUSINESS

1. **State Police:** No Report.
2. **Northeast Adams Co. No. 32 FIRE:** No Report.
3. **United Hook & Ladder Co. No. 33:** No Report.
4. **Adams Regional EMS** - No Report.
5. Mosquito Report from ACCD through the end of July-301 traps were set out;26470 adults caught,135 dips,1468 larvae, and 4 tested positive for West Nile Virus.
6. Volunteers are still needed for the Fall Fest to be held on October 14th at the Old Adams County Fairgrounds. For more information contact Don Blackburn.
7. **FYI-** The Liquid Fuels estimated allocation for 2024 is \$ \$134,283.24. The highway transfer payment is estimated to be \$10,000.00.
8. Letter of request for a donation to the SPCA. *A motion was made by Michael A. Strausbaugh to approve the SPCA annual contribution of \$2,500.00 with a second by Jeremy P. Smith. Motion was unanimously approved.*
9. ATTN.: HOA Members meeting to educate members on the responsibilities you have regarding maintaining the stormwater best management practices (BMPS)legally transferred to you by the developer/permittee. Meeting Thursday, November 2, 2023, 7-9 pm @ Adams County Conservation District, 670 Old Harrisburg Road, Gettysburg, PA.
10. Acceptance of the IRREVOCABLE STANDBY LETTER OF CREDIT NO. 6000011285, in the amount of \$50,171.00 for DJ Homes, LLC Public Improvements Security Estimate towards stormwater management. *A motion was made by Jeremy P. Smith to approve the acceptance of the letter of credit towards stormwater management with a second by Michael A. Strausbaugh. Motion was unanimously approved.*
11. Foreign Fire Relief 2023 Allocation Total: \$18,283.72. *A motion was made by Michael A. Strausbaugh to approve the distribution of Foreign Fire Relief 2023 Allocation: United Hook & Ladder Co # 33 @ 87.5% totaling \$15,998.25, Northeast Adams Fire Co # 32 @ 12.5% totaling \$ 2,285.47 with a second by Ronald L. Weidner. Motion was unanimously approved.*

12. Township Annual Contribution to Local Fire Co's. Total 2023 Allocation \$75,000.00. *A motion was made by Michael A. Strausbaugh to approve the distribution of Township Annual Contribution to Local Fire Co's. Total 2023 Allocation with a second by Jeremy P. Smith. **Motion was unanimously approved.***

Distribution:	United Hook & Ladder Co # 33 @ 87.5%	\$ 65,625.00
	Northeast Adams Co # 32 @ 12.5%	\$ 9,375.00

13. 2023 Annual Contributions to Non-Profits. *A motion was made by Michael A. Strausbaugh to approve the distribution of 2023 Annual Contributions to Non-Profits with a second by Jeremy P. Smith. **Motion was unanimously approved.*** 2023 Annual Contributions to Non-Profit:

East Berlin Area Community Center (EBACC)	\$8,000
Adams Co. SPCA	\$2,500
New Hope Ministries	\$1,000
Community Media of South Central PA	\$500
Adams County Office for the Aging, Inc.	\$1,000
Trone Memorial Library formerly East Berlin Library	\$1,000

14. Motion to appoint CPA firm for the 2023 Audit Report and Fiscal Year 2024. *A motion was made by Michael A. Strausbaugh to table the motion to appoint a CPA firm for the 2023 Audit Report and Fiscal Year 2024 with a second by Ronald L. Weidner. **Motion was unanimously approved.***

15. Resignation of Stephanie A. Egger, Office Manager. *A motion was made by Jeremy P. Smith to accept the resignation of Stephanie A. Egger, Office Manager, with a second by Michael A. Strausbaugh. **Motion was unanimously approved.***

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

1. The Planning Commission recommends a Conditional Approval of the Davis & Starner Minor Final Subdivision Plan providing three conditions required by the engineer are met.

- Item # 2 The Certificate of Ownership, Plan Acknowledgment, and Offer of Dedication shall be signed by the Owner(s) and notarized.
- Item # 6. Provide one concrete monument per new lot created at the corners of parent tracts. in multi-lot developments. Monuments (Dicks Dam Rd) should be set at the property line and right-of-way line to be a witness to the actual corner.
- Item #9. A new deed shall be recorded for any reverse subdivision. A draft of the deed shall be submitted along with the plan for review by the Township prior to approval of the plan.

*A motion was made by Ronald L. Weidner to conditionally approve the Davis & Starner Minor Final Subdivision Plan providing completion of the writing of the deed and the three conditions required by the engineer are met with a second by Jeremy P. Smith. **Motion was unanimously approved.***

2. The Planning Commission recommends to the Board of Supervisors for ACOPD (Andrew Merkel) to Submit his draft scoping to Penn Dot. *A motion was made by Ronald L. Weidner to approve ACOPD (Andrew Merkel) to submit his draft scoping to Penn Dot with a second by Jeremy P. Smith. **Motion was unanimously approved.***

COMMITTEES AND MEETING REPORTS

- East Berlin Area Community Center (EBACC) – Cyndi Bisacre: No Report.
- Abbottstown Paradise Joint Sewer Authority (APJSA) – Kevin Moul: No Report.
- Emergency Management - Paul Minnich: Renewed certification.
- YATB Tax Board Reports - Jeremy Smith: Next meeting October 30th.
- ACTCC Tax Board Reports - Mike Strausbaugh: No action until November.
- Road Master's Report – Work schedule for October, Don Blackburn: still working with other township for gutter cutting.
- COG Report – No Report.
- East Berlin Area Joint Authority- Ron Weidner: No Report.

Engineer's Report – Chad Clabaugh; Township Engineer, from C.S. Davidson, Inc.

Township Office/Brethren Church survey completed. Subdivision plan submitted to Planning Commission. Currently under review by the Planning Commission. No update on the three traffic impact studies; Pennwood Products, New Oxford Logistics, and Royal Farms.

Solicitor's Report – Melissa Kelso, ESQ: AP/RR District Ordinance – final draft version to be finalized by November's meeting.

Zoning Officer's Report – PMCA—James Graham reported he issued 5 permits and 2 violations.

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:

Ryan Fox requested a weight limit ordinance revision for Forest and Woods roads, seeking an exemption for current trucks. He proposed changes to the zoning ordinance, possibly limiting warehouse sizes. Chad Clabaugh suggested discussing this at the next planning commission meeting. Ronald L. Weidner assured that the board would look into this request.

Francis Snyder raised concerns about increased nighttime gun club activity. Ronald L. Weidner advised Francis to file a formal complaint with the township's zoning officer, who will investigate and consider actions toward reducing the club's activity.

COMMENTS from Board of Supervisors:

Ron: We're in the process of hiring. We have some pretty good prospects. Thank you, Hanna, for helping out. Thank you to everyone that came out. See you next month. Have fun at the trunk or treat if you go.

Jeremy: Thank you to everyone for coming out. Ask for everyone's patience as we go through some changes here. We'll get things settled out.

Mike: Thank you to everyone that came out.

Meeting Schedule

Regular Monthly Meeting, Monday, November 6, 2023 @ 7:00 p.m.

Planning Commission, Tuesday, October 17, 2023 @ 7:00 p.m.

Budget Finance Committee Meeting, Tuesday, October 24, 2023 @ 7:00 p.m.

Adjournment: *Having nothing further to discuss, Motion to adjourn was made at 8:00 PM by Ronald L. Weidner with a second by Jeremy P. Smith. **The vote was unanimous to adjourn.***

Minutes were transcribed by

Megan Carper
Secretary/Treasurer