

**HAMILTON TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES**

**NOVEMBER 6, 2023**

**THE PLEDGE OF ALLEGIANCE TO THE FLAG.**

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

**APPROVAL OF AGENDA PER ACT 65:** Ronald L. Weidner provided the agenda to the Board of Supervisors. *A motion was made by Michael A. Strausbaugh 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 October 2, 2023, were presented. *Upon review of the minutes from October 2, 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. *A recommendation was made by Michael A. Strausbaugh to remove this item from Old Business as we have it listed on the website with a second by Ronald L. Weidner.*
2. **Beaver Creek Road Bridge-Rehabilitation update:** **BRIDGE IS CLOSED UNTIL FURTHER NOTICE.** Mandated by the state. Ronald L. Weidner confirmed the Beaver Creek Road Bridge Rehabilitation is on schedule. *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:** Monthly report for September service in Hamilton Twp:
  - a. September – 38 incidents
  - b. October – 54 incidents
2. **Northeast Adams Co. No. 32 FIRE:** Monthly Report-NONE
3. **United Hook & Ladder Co. No. 33:** Monthly Report-NONE
4. **Adams Regional EMS** - Monthly report-NONE
5. Accept Cyndi Bisacre resignation from EBACC's board representative. Ronald L. Weidner announced the need for a volunteer to replace Cyndi Bisacre as EBACC's board representative. *A motion was made by Ronald L. Weidner to accept Cyndi Bisacre's resignation with a second by Michael A. Strausbaugh. The motion was unanimously approved.*
6. The 2024 budget is finalized and set for adoption at the December 4, 2023 Board of Supervisors meeting. Ronald L. Weidner indicated that the Board would instruct the Township Secretary to publicize in the newspaper the adoption of the 2024 budget at the December meeting. A copy of the budget will be available at the Hamilton Township office. *A motion was made by Jeremy P. Smith to authorize the Township Secretary to place the advertisement with a second from Ronald L. Weidner. The motion was unanimously approved.*
7. Motion to appoint CPA firm for the 2023 Audit Report and Fiscal Year 2024. *A motion was made by Jeremy P. Smith to reappoint SEK as Hamilton Township's CPA firm with a second by Michael A. Strausbaugh. The motion was unanimously approved.*

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

1. The Planning Commission recommends conditional approval for the Church of the Brethren/Hamilton Township Subdivision, subject to meeting certain conditions. The first condition, outlined in a county planning letter, requires adding a specific telephone number. Additionally, the plan must rezone a triangular land parcel back to the RR Zone, and this change needs to be reflected in the updated plan. The plan also needs to include provisions for a dedicated right-of-way, ensuring its formal dedication and acceptance. This issue must be resolved with a clear statement in the plan that the right-of-way will be accepted upon signing by the board of supervisors. A short discussion took place regarding the Clean & Green program and associated rollback taxes. *A motion was made by Ronald L. Weidner to accept this plan for approval pending the mentioned conditions being met with a second from Jeremy P. Smith. **The motion was unanimously approved.***
2. The Planning Commission recommends to the Supervisors to authorize to advertise for the amended Ordinance 150-98.AA Self-Storage Facilities pending solicitor review; public meeting, and public hearing. *A motion was made by Michael A. Strausbaugh to authorize the Township Secretary to place the advertisement with a second from Jeremy P. Smith. **The motion was unanimously approved.***
3. The Planning Commission recommends to the Supervisors to advertise Stormwater Management Ordinance pending solicitor review; public meeting, and public hearing. *A motion was made by Jeremy P. Smith to authorize the Township Secretary to place the advertisement with a second from Ronald L. Weidner. **The motion was unanimously approved.***
4. The Planning Commission recommends to the Supervisors to advertise the amended Nuisance Ordinance Chapter 88 pending solicitor review; public meeting, and public hearing. *A motion was made by Ronald L. Weidner to table this matter with a second from Michael A. Strausbaugh. **The motion was unanimously approved.***

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## COMMITTEES AND MEETING REPORTS

1. East Berlin Area Community Center (EBACC) – There is an active search for a volunteer to fill the vacancy.
2. Abbottstown Paradise Joint Sewer Authority (APJSA) – Kevin Moul. No Report.
3. Emergency Management - Paul Minnich. No Report. Beginning 11/16, Paul will temporarily step down as the active Emergency Management Coordinator (EMC) for a period of three weeks. During this absence, Tom Barrows will be appointed as the acting EMC.
4. YATB Tax Board Reports - Jeremy Smith. The latest meeting occurred on October 30. As of October, the current year's EIT collection is just under \$156 million, marking a 5.69% increase compared to last year. The collection of delinquent EIT from the previous year has risen by 7.11%. Through legal actions, YATB has recovered \$540,000 as of September. The third quarter operating statement reveals an income over expenses by just over \$2 million. Both the 2024 operating fund and capital reserve budgets have been approved. The Executive Director announced a retirement date set for March 15, 2024. A special meeting is scheduled for Wednesday, November 15, 2023, to appoint a new director.
5. ACTCC Tax Board Reports - Mike Strausbaugh. Meeting held on November 1, 2023, at 6:30 pm. The 2024 budget was reviewed and approved, with a notable decision to eliminate membership dues for 2024. Collection fees for 2024 are set at 1.7%, with collector's bonds at \$10 million. The executive board and committee chairs were appointed. Mike Strausbaugh listed upcoming 2024 advertised dates.
6. Road Master's Report – Don Blackburn. The crack sealing on Peepytown Road is completed. Work on salt trucks is ongoing. The guardrail between Short and Highland Ave on Brough Rd has been replaced.
7. COG Report – No Report.

APPROVED 12/4/2023

8. East Berlin Area Joint Authority- Ron Weidner. A grant was received from the county for sewer system upgrades. They are awaiting a decision from the state on additional funding, with no set ETA. To inspect water line connections for lead pipes, an in-house team will be utilized instead of hiring external contractors.

**Engineer's Report** – Chad Clabaugh; Township Engineer, from C.S. Davidson, Inc. Updates include the Trimmer and Grim subdivisions, which are pending review next month before issuing the necessary letter. For Pine Run Park Phase III, a request for reduced financial security is under review, with CSD set to inspect and recommend actions at the December Board of Supervisors meeting. No new updates from Cross Keys and New Oxford Logistics, but Pennwood Products has submitted an update on their traffic impact study for CSD's review.

**Correspondence** – Thank you letters received from Adams County Office of Aging, Inc. (ACOFA), Adams County Library and Adams County SPCA expressing gratitude for the recent donations.

**Solicitor's Report** – Melissa Kelso, ESQ. No Report.

**Zoning Officer's Report** – PMCA—James Graham. No Report. Michael A. Strausbaugh requested the inclusion of complaint verification in future Zoning Officer reports.

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

**PUBLIC COMMENTS:**

Donna Vacek expressed gratitude for the successful Trunk or Treat event, thanking everyone for their involvement and assistance.

Ryan Fox discussed exploring ways to safeguard the township, particularly in light of the building development issues raised earlier in the meeting. While not opposed to development in general, he expressed specific concerns about the quality of the current development proposals. Ronald L. Weidner confirmed that this matter is on the agenda for the upcoming Planning Commission meeting. Melissa Kelso will be invited to attend this meeting for further discussion.

**COMMENTS from Board of Supervisors:**

**Ron:** Thanks for coming. Happy Thanksgiving. See you all next month.

**Jeremy:** Thanks for coming out. Remember to vote tomorrow. Also, remember Veterans Day. Thanks to all the veterans. Hanna, thank you for all of your hard work. Megan, welcome aboard.

**Mike:** Happy Thanksgiving. Thank you for coming out.

**Meeting Schedule**

Regular Monthly Meeting, Monday, December 4, 2023 @ 7:00 p.m.

Planning Commission, Tuesday, November 21, 2023 @ 7:00 p.m.

**Adjournment:** *Having nothing further to discuss, a Motion to adjourn was made at 7:45 PM by Michael A. Strausbaugh with a second by Jeremy P. Smith. The vote was unanimous to adjourn.*

Minutes were recorded and transcribed by

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Megan Carper  
Secretary/Treasurer