**Hamilton Township Board of Supervisor’s**

**Regular Meeting Minutes**

**Monday, December 5, 2016**

**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 November 7, 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.

**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 approval is needed to sign the Berwick – Hamilton Sewer Agreement. The agreement was given to Attorney, Ronald Tomasko for review. Ronald L. Weidner stated that he had one small correction to the agreement, which was noted by Attorney Ronald Tomasko. Ronald L. Weidner made a **motion** to sign the agreement and Tom Beamer will hand deliver the agreement to Berwick Board. Timothy D. Beard III second the motion. Motion carried.

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 in January 2017.

**NEW BUSINESS:**

1. State Police: Stats for service in Hamilton Township for the months of November 2016 were presented. During the month of November there were 35 incidents: 4 criminal; 7 collisions, 24 service calls. The Chairwoman stated that we received two bulletins from the State Police. Notice to watch for package thieves. They are stealing packages from porches, etc. Second, Child safety seats. Rules and regulations apply to these seats.

2. Liberty Fire Co. No. 11: Report for Hamilton Township was received for the month of October 2016. During the month of October there were 86 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 October 2016. During the month of October there were 41 incidents; there was 1 incident in Hamilton Township.

4. Adams Regional EMS, Inc.: The Chairwoman stated that no report was received.

5. Hampton Fire Co. No. 10: Monthly Report for Hamilton Township for the month of November 2016 was presented by PJ Trimmer from Hampton Fire Co.. There were a total of 19 incidents, 2 were in Hamilton Township. Stephanie A. Egger stated that the Township received a letter thanking us for the generous donation made to assist them in paying for the radios.

6. Stephanie A. Egger stated that approval is needed for Resolution #2016-62. This is an agreement with Myers Trust/Dollar General to dedicate Caplan Ct. to Hamilton Township. Timothy D. Beard III made a **motion** to approve the resolution and take dedication of Caplan Court. Ronald L. Weidner second the motion. Motion passed by unanimous vote.

7. Stephanie A. Egger stated that the Township received a letter from East Berlin Community Library thanking us for the yearly donation we made in October.

8. Stephanie A. Egger stated that we received a letter from the East Berlin Senior Center requesting a donation towards their move to a new location at the EBACC building. Stephanie A. Egger stated that she spoke to the Site Mgr. Kaye Snyder, about their needs and how funds were used. All the donations they receive go directly to the assistance of the seniors: towards trips, supplies and other expenses. Timothy D. Beard III made a **motion** to give them the yearly donation amount of $1,000 in January instead of making them wait until October. Ronald L. Weidner second the motion. Motion carried.

9. The Chairwoman stated that we received plans from Oxford Township concerning the Yake/Crosskeys Village Subdivision. Ronald L. Weidner stated that the subdivision is all in Oxford Township, but some of the land involved is in Hamilton Township. Scott Weaver, Code Enforcement Officer, has sent a letter to Oxford Township stating that Hamilton Township releases any claim on the decisions for this Subdivision to Oxford Township.

10. The Chairwoman stated that approval is needed to approve Resolution #2016-61. This is for the Colby Starner – Sewer Planning Modular that needs to go to DEP for approval. Stephanie A. Egger asked if we have the Module or Plan to inspect or review. Ronald L. Weidner and Chad Clabaugh both stated that we do not have the documents here. Timothy D. Beard III made a **motion** to table any approval until we have the Plan or Module to review. Ronald L. Weidner second the motion. Motion passed by unanimous vote. Scott Weaver will contact.

11. Stephanie A. Egger stated that there will be a Special Board of Supervisors Meeting on December 13th at 10:00 am to adopt the 2017 Budgets and to hear any other business. The public is welcome to attend.

12. Stephanie A. Egger stated that she recently spoke to a State Police Officer concerning a sum of money that was found in the road in front of the Hamilton Township building. This money has been held at this office since approximately 2006. The Officer said that we should disclose this issue at a public meeting and since not claimed we may use as we wish. Stephanie A. Egger stated that she would like to put the funds towards the employee Christmas Luncheon. Timothy D. Beard III made a **motion** to approve this action. Ronald L. Weidner second the motion. Motion carried.

13. Stephanie A. Egger stated that we received notice from Comcast that starting 12/20/2016, OWN HD will be available on Digital Starter. We received a second notion concerning Fox College Sports Atlantic, Central & Pacific will expire on 12/31/2016. Please see the flyers on the bulletin board.

14. Zufrieden Acres – Doug Miller: Final Stormwater Plan Review: The Chairwoman stated that action needs to be taken to approve the proposed improvements to the Stormwater Mgmt. Plan for Zufrieden Acres Family-Doug Miller. Chad Clabaugh, Twp. Engineer, has reviewed the plan and has recommended approval of this action. Chad Clabaugh stated that nothing additional needs to be done at this time, the plan does not need to go to DEP. A letter will be sent to Zufrieden. Timothy D. Beard III made a **motion** to approve this Stormwater Mgmt. Plan and send letter. Ronald L. Weidner second the motion. Motion carried.

15. Gettysburg Times: Stephanie A. Egger stated that action needs to be taken to approve the subscription to the Gettysburg Times for one year delivery. This is where we advertise and it would be good to have the local news. Timothy D. Beard III made a **motion** to approve the subscription. Ronald L. Weidner second the motion. Motion carried.

16. EBACC Roof Donation: The Chairwoman stated that a memo has been received from the Finance Committee recommending that a donation be made to EBACC towards the roof replacement in the amount of $3,000. The donation should be sent in the spring when the roof replacement begins. Torren Ecker, the Twp. representative to EBACC, stated that East Berlin Borough is giving them $25,000 and will provide a low interest loan for the balance. Timothy D. Beard III made a **motion** to donate the $3,000 in the spring as stated. Ronald L. Weidner second the motion. Motion carried.

17. The Chairwoman stated that we received a map from DEP (Dept. of Environmental Protection) showing Drought areas in Pennsylvania. Adams County is in a Drought Watch area, so we should be aware of water usage.

18. The Chairwoman stated that we received a notice from DEP concerning Radon levels in homes. They are encouraging residents to buy a Radon Test Kit and take the steps necessary to protect themselves and their families. This notice is on the bulletin board.

 **PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF**

**ACTIVE PLANS:** None

**COMMITTEE & DEPARTMENT REPORTS:**

1. East Berlin Area Community Center (EBACC) – Torren Ecker presented his report. He gave dates of upcoming events and gave the Board a copy of the draft minutes from the last meeting.

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 there was not a meeting last month.

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 cleaning drains, replacing signs, doing some mechanical work, and working on the generators. Paving of Mill Road will be bid out in the spring. Jay will put the bid information together.

7. COG Report – Jay Livingston stated that after review of the budget from last year, they find that they have a surplus. The COG has decided to pay the dues for the Townships for 2017. Coleen Reamer has been voted into the office of President. Will Tallman gave a speech and stated that there has been no progress on the retirement program.

8. East Berlin Joint Authority Report – Ron L. Weidner stated that DEP recommended that Conewago Park and Laughman’s Bottom be serviced through East Berlin Sewer. The new Weis Mkt. wants sewer and they will pay for the line to come out to their location. Ronald L. Weidner stated that Dollar General would probably not hook-up. The Bank and Cashman’s probably would not, they would not be forced to hook-up to the sewer line. The Vet Clinic would like to have sewer hook-up.

9. Finance Committee Report – Brian Campbell stated that they had their meeting last month and everything looks fine.

10. East Berlin Library – Brian Campbell stated that they continue to look for more funding, they are negotiating with Gettysburg Library System for funding. He stated that circulation is up.

**Engineer’s Report** – Chad Clabaugh; Township Engineer, from C.S. Davidson, presented his report. Chad stated that we already talked about Zufrieden and Starner. He stated that in Dec. 2016, C. S. Davidson completed the mapping and created a draft letter to submit to DEP for the MS-4 waiver. The request will be mailed to DEP prior to the end of year deadline. Chad presented a copy of the letter to the Board.

**Solicitor’s Report** – Ronald Tomasko, Attorney from the firm of JSDC Law Offices, presented his report to the Board:

1. David Lease-A hearing was held before MDJ Little on 9/12/2016 due to Mr. Lease’s continued failure to abide by applicable zoning at 186 Gun Club Road. Mr. Lease was fined $73,500.00 plus costs. Mr. Lease has filed an appeal with the Adams County Court of Common Pleas; no date has been set.

2. Charles Harman-The Harman’s were found guilty of an ordinance violation on 10/13/2016. The Harman’s have filed an appeal which will be heard by Judge Wagner on 12/19/2016.

3. Continue to work on filings of municipal liens.

**Zoning Officer’s Report** – PA Municipal Code Alliance Report for November 2016. Stephanie A. Egger presented the report to the Board. There were 5 zoning permits issued during the month of November 2016.

**MOTION TO PAY THE BILLS:**

Stephanie A. Egger presented the Board with a listing of the November 2016 bills to be approved for General Fund and Route 94 Sewer 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.

**SUPERVISOR COMMENTS:**

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

Tim: Also wishes everyone a Merry Christmas. Get out your snow shovels and get ready for winter.

Stephanie: Asked everyone to remember December 7th is Pearl Harbor Day, please thank a vet. Have a Merry Christmas and Happy New Year.

**Meeting Announcements:**

**Next Parks & Rec Committee Meeting – Tuesday, December 13th @ 7:00 pm**

**Next Planning Commission Meeting – Tuesday, December 20th @ 7:00 pm**

**Next Finance Committee Meeting – Tuesday, April 25th @ 7:00 pm**

**Board of Supervisors Re-Ord. Meeting –Tuesday, January 3rd @ 6:30 pm**

**Board of Supervisors Regular Meeting – Tuesday, January3rd @ 7:00 pm**

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Deborah A. Brogan

Secretary, Hamilton Township