**Hamilton Township Board of Supervisor’s**

**Regular Meeting Minutes**

**Monday, February 6, 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 January 3, 2017 Re-organizational 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.

Stephanie A. Egger asked if the Supervisors had reviewed the minutes from the January 3, 2017 Board of Supervisors Regular 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 we are waiting on correspondence from Berwick Township. Mr. Tom Beamer from NOMA stated that Berwick has not approved a letter stating approval.

4. Bridge Update: Ronald L. Weidner stated that Paradise Township informed him that the permitting is still in progress. Ronald L. Weidner stated that he has heard, through Paradise Twp. that we may need to replace another bridge on Beaver Creek road. We also share this bridge with Paradise Twp.

 5. Zoning Hearing Board: The Chairwoman stated that the Zoning Hearing Board will conduct a hearing on February 23, 2017 for requested variance (interpretation) by David Lease. He is asking that property at 170 Gun Club Road (aka 186 Gun Club Road), which allows single family dwellings, be reclassified to allow duplex dwellings. The public is welcome to attend and be heard.

6. The Chairwoman stated that we need to approve sending the *Sewer Planning Module* for Colby Starner, Wedding Barn, to DEP. Also, included with this approval is our Resolution #2016-61. Ronald L. Weidner made a **motion** to approve sending the Module to DEP and the Resolution. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

 **NEW BUSINESS:**

1. State Police: The Chairwoman read the report received from the State Police. For December 2016 there were a total of 29 Incidents; 7 crashes, 4 criminal incidents and 18 other incidents. For January 2017 there were 25 incidents; 7 criminal, 5 crashes and 13 service calls.

2. Liberty Fire Co. No. 11: The Chairwoman read the report received from Liberty Fire Co. In January there were 24 calls; 2 were in Hamilton Township.

3. United Hook & Ladder Co. No. 33: The Chairwoman read the report received from United Hook & Ladder for December 2016. During December there were 41 calls; 1 was in Hamilton Township. During the month of January 2017 there were 51 calls, 4 were in Hamilton Township.

4. Adams Regional EMS, Inc.: The Chairwoman read the report for Hamilton Township for the month of January 2017. During January there were 448 calls; 6 calls were in Hamilton Township.

5. Hampton Fire Co. No. 10: PJ Trimmer from Hampton Fire Co. was present. During the month of January 2017 there were 17 calls, 2 were in Hamilton Township.

6. Resolution #2017-43: Stephanie A. Egger stated that action needs to be taken to approve this Resolution to exonerate the listed residents from the responsibility of payment of unpaid Per Capita, Municipal & County taxes due for the year 2016. Timothy D. Beard III made a **motion** the Approve this Resolution. Ronald L. Weidner second the motion. Motion carried.

7. Resolution #2017-45: Stephanie A. Egger stated that action needs to be taken to approve this Resolution to exonerate Tax Collector, Joyce Hamm, from the responsibility of payment of unpaid Per Capita, Municipal & County taxes due for the year 2016. Ronald L. Weidner made a **motion** to approve this Resolution. Timothy D. Beard III second the motion. Motion carried.

8. Resolution #2017-46: Stephanie A. Egger stated that action needs to be taken to approve this Resolution appointing Marcia Weaver, Supervisor from Reading Township, as our alternate to the Adams County Tax Collection Committee and YATB (York Adams Tax Bureau). Timothy D. Beard III made a **motion** the Approve this Resolution. Ronald L. Weidner second the motion. Motion carried.

9. Resolution #2017-47: Stephanie A. Egger stated that action needs to be taken to approve this Resolution appointing Mr. Paul Minnich as the Township representative to the EBACC Board. His term shall run for three years. Ronald L. Weidner made a **motion** to approve this Resolution. Timothy D. Beard III second the motion. Motion carried.

10. Double Creek Bike Tour: Stephanie A. Egger stated that Lisa Oriolo from Wellspan, has requested the use of the township building during the Double Creek Bike Tour. The Tour is to be held on Saturday, June 17th. Stephanie A. Egger was nominated to open the building. Ronald L. Weidner made a **motion** to approve this request. Timothy D. Beard III second the motion. Motion carried.

**PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF**

**ACTIVE PLANS:** There were no plans.

**COMMITTEE & DEPARTMENT REPORTS:**

1. East Berlin Area Community Center (EBACC) – Torren Ecker presented his report for EBACC. They are due to start the new roof in April. They are discussing long term goals.

2. Abbottstown Paradise Joint Sewer Authority – Kevin Moul stated that the budget for the Authority has been completed. Replacement at the Route 194 pump station is going well.

3. Parks and Recreation Committee – Ronald L. Weidner stated that they are working on getting the easements. Skip Coxen is one of the hesitant property owners. Ronald L. Weidner stated that he met with Nathan Miller and they went along the creek and talked about the trail.

4. Emergency Management: Timothy D. Beard III stated that John Eline is retiring. The potential merge of the fire companies was discussed.

5. YATB & Tax Board Reports: Timothy D. Beard III stated that they have completed the budget and have an excess of funds. 1.2 million will be divided among the members. Records prior to 2009 are due to be destroyed.

6. Road Master’s Report – Jay Livingston, Road Master, stated that they have been working on repairs of equipment. They will be doing some work on Old Mill Road and making repairs to Gun Club Road pump station.

7. COG Report – Jay Livingston state that it was a short meeting. Monica Dutko from the Voters and Elections office in Gettysburg, was the speaker.

8. East Berlin Joint Authority Report – Ron L. Weidner stated that everything is going well. DEP is making Reading Twp. hook up Laughman’s Bottom and a mobile park to the East Berlin sewer. Waiting on Reading Twp.’s count of EDU’s. The water tank will be repaired and painted, it has to be drained first. This will happen sometime in April or May.

9. Finance Committee Report – Brian Campbell stated that Smith, Elliot, Kearns & Co. are currently working on the Financial Statement for 2016. April 18th is the next Finance Committee meeting.

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

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

1. Sheets – C. S. Davidson received the Land Development Plan and associated Stormwater and Transportation Impact Reports on 1/27/16 and have begun our review. We will provide a comment letter for discussion at the 2/21/17 Planning Commission meeting. Chad Clabaugh suggested that the Township have NOMA look at the Sheetz plan, as they may be handling the sewer.

2. New Oxford Dollar General – C. S. Davidson fielded an e-mail request dated 1/23/17 from GBT Reality (administrators of the development) asking for an update on current status of the project. C. S. Davidson responded on 1/24/17 with the items that need to be addressed prior to final release of security. Generally they are down to two items: Dead Trees and Structural Integrity Bonding for the Street.

3. Cedar Ridge Subdivision and Land Development – C. S. Davidson has weighed in on the development of the issues with the street trees. Additional follow up regarding this item is needed.

4. MS-4 Waiver – C. S. Davidson submitted the MS4 Waiver request and is awaiting a response from DEP.

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

1. Charles & Kathleen Harman – An appeal has been filed and the Township agreed to allow Mr. Harman to pay the $1,000 fine and all costs as well as install a compliant on-lot septic system in exchange for dropping the charges against Mrs. Harman.

2. He has reviewed the NOMA agreement and found numerous changes. We are now waiting on Berwick Township.

3. Continue to work on municipal liens.

**Zoning Officer’s Report** – PA Municipal Code Alliance Report for January 2017.

Stephanie A. Egger presented the Zoning report: There were 7 zoning permits issued during the month of January.

**MOTION TO PAY THE BILLS:**

Stephanie A. Egger presented the Board with a listing of the January 2017 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.

**PUBLIC COMMENTS:**

1. Mike Strausbaugh, 770 Forest Drive, The issue of replacing the dead trees sounds petty. Do we really need to enforce replacement?

Ronald L. Weidner stated that our ordinance requires that they be replaced. The trees help with the stormwater mgmt. and shade, etc.

2. Ann Harman, 350 700 Road, Thanked Paul Minnich and Torren Ecker for volunteering on the EBACC Board. Thanked the Board for the radon warning a while ago. They had their residence checked and found traces of radon in the basement. It’s now being treated.

**SUPERVISOR COMMENTS:**

Ron: Informed the residents about the robbery at the Rt. 194 Dollar General. Thank you for coming.

Tim: Thank you for coming.

Steph: Don’t forget Valentine’s Day. Informed every one of the upcoming meetings.

**Meeting Announcements:**

**Next Parks & Rec Committee Meeting – Tuesday, February 14th @ 7:00 pm**

**Next Planning Commission Meeting – Tuesday, February 21st @ 7:00 pm**

**Next Finance Committee Meeting – Tuesday, April 18th @ 7:00 pm**

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

**Adjournment**

Having nothing further to discuss, Timothy D. Beard III made a **motion** to adjourn the meeting at 7:55 pm. Timothy D. Beard III second the motion. Meeting adjourned at 7:55 pm.

Minutes taken and transcribed by

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Deborah A. Brogan

Secretary, Hamilton Township