

Approved 5/4/26

**HAMILTON TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
April 6, 2026**

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Jeremy P. Smith.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

ROLL CALL: Supervisors present were Jeremy P. Smith, Ryan M. Groft, and Ryan A. Fox. Also present were Solicitor Melissa Kelso, Esq. (Kelso Law LLC), Township Engineer Chad Clabaugh, P.E. (C.S. Davidson, Inc.), and Secretary/Treasurer Megan Carper.

EXECUTIVE SESSION ANNOUNCEMENT: The Board announced it would meet in Executive Session following the meeting to discuss legal and personnel matters.

APPROVAL OF AGENDA: Ryan M. Groft made a motion to approve the April 6, 2026 meeting agenda as presented, seconded by Ryan A. Fox. The motion was unanimously approved.

APPROVAL OF MINUTES: Ryan M. Groft made a motion to approve the March 2, 2026 Regular Meeting Minutes as presented, seconded by Ryan A. Fox. The motion was unanimously approved.

PUBLIC COMMENT (AGENDA ITEMS ONLY): There were no public comments.

OLD BUSINESS

- **Stone and Aggregate Bids:** Ryan A. Fox made a motion to award the stone and aggregate bid to York Building Products as the lowest responsible bidder in accordance with the bid specifications, for the contract period commencing April 6, 2026 and expiring March 1, 2027, seconded by Ryan M. Groft. The motion was unanimously approved.

NEW BUSINESS

- **O&M Agreement Update – Chapter 117 (Attachment 2):** Jeremy P. Smith made a motion to adopt Resolution 2026-14 approving the revised Operation and Maintenance (O&M) Agreement as an update to Attachment 2 of Chapter 117, seconded by Ryan M. Groft. The motion was unanimously approved.
- **O&M Agreement – Rosenbach SWM (655–700 Road):** Jeremy P. Smith made a motion to approve the Operation and Maintenance (O&M) Agreement for Rosenbach SWM and authorize execution by the Board of Supervisors, contingent upon completion of review, seconded by Ryan M. Groft. The motion was unanimously approved.
- **ACCOG Membership:** Jeremy P. Smith made a motion to approve participation in the Adams County Council of Governments (ACCOG) and payment of the 2026 membership fee, seconded by Ryan M. Groft. The motion was unanimously approved. Ryan A. Fox volunteered to serve as the Township's representative.

PLANNING COMMISSION RECOMMENDATIONS: None.

MONTHLY REPORTS: The following reports were acknowledged as posted on the Township bulletin board: State Police; Northeast Adams Co. No. 32 Fire Department; United Hook & Ladder Co. No. 33 Fire Department; Adams Regional EMS.

COMMITTEE & MEETING REPORTS

- **EBACC:** Ryan M. Groft reported on the March 23 EBACC Board and Building & Grounds meetings. The Board reviewed capital campaign progress and financial reports and approved payment of the mortgage on the fairgrounds property, noting it as a significant milestone. February activity included 221 volunteers contributing 1,507.75 hours. Retail sales totaled \$5,360.81 and rentals totaled \$4,857.50. Upcoming events include an indoor

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clearance sale (April 15–18), the Biggest Yard Sale in Adams County (April 25), and a vintage pop-up shop (April 25). The next Board meeting is scheduled for April 27.

- **APJSA:** No report.
- **Emergency Management:** Doug Fishel reported that the Emergency Management Plan is being updated for 2026, primarily involving administrative updates. Pre-planning efforts are underway for target hazard areas within the Township.
- **YATB:** Jeremy P. Smith reported that recent meetings were impacted by scheduling conflicts; however, audit reports were reviewed at a recent finance meeting.
- **ACTCC:** Audit reports were reviewed.
- **CVSD Municipal Committee:** Ryan A. Fox reported that discussion focused primarily on school district building projects and planning efforts.
- **Cross Keys Community Park:** Ryan A. Fox reported that the survey for the rear portion of the property has been completed, and the committee will begin evaluating next steps for development.
- **Public Works:** Ronald L. Weidner reported that road repairs have been completed following winter damage. Equipment is operational, and preparations for seasonal maintenance are underway. The Township continues to seek applicants for an open position.
- **East Berlin Area Joint Authority:** Ronald L. Weidner reported that the Authority is considering the sale of its sewer and water system due to infrastructure costs and regulatory requirements. Further action is pending.

ENGINEER’S REPORT: Chad Clabaugh reported that there are currently limited active subdivision and land development plans within the Township. He noted that H&H Excavating Reverse Subdivision and the Esh Subdivision are under review and are expected to be presented at the upcoming Planning Commission meeting. Discussion was held regarding the Route 94 Cross Keys Corridor Study, including potential long-term planning efforts, funding opportunities, and the possible formation of a committee to further evaluate improvements within the corridor.

SOLICITOR’S REPORT: Solicitor Kelso stated that items would be discussed in Executive Session.

ZONING OFFICER’S REPORT: Jeremy P. Smith reviewed the Zoning Officer’s March report, noting that there were twelve (12) permits issued, zero (0) stop work orders, one (1) complaint received, and seven (7) pending violations. The full report is located on the Township’s bulletin board.

MOTION TO PAY THE BILLS: Ryan M. Groft made a motion to pay the General Fund bills as presented, seconded by Ryan A. Fox. The motion was unanimously approved.

PUBLIC COMMENT: Tony Long made a comment regarding YATB tax payment methods and the availability of electronic payment options.

SUPERVISOR COMMENTS

- **Jeremy P. Smith:** “Thanks everybody for coming out. I hope you all had a good Easter and enjoy getting started mowing.”
- **Ryan M. Groft:** “Thanks for coming out. I hope you had a good Easter.”
- **Ryan A. Fox:** “Tonight’s school board meeting includes a proposed budget with an approximate 2.5% tax increase. Athletic fields are being considered at Cross Keys Park. Thanks for coming out.”

UPCOMING MEETINGS

- Planning Commission – April 21, 2026 – 7:00 PM
- Budget & Finance – April 28, 2026 – 7:00 PM
- Board of Supervisors Workshop – April 29, 2026 – 4:00 PM
- Board of Supervisors – May 4, 2026 – 7:00 PM

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ADJOURNMENT: Jeremy P. Smith made a motion to adjourn the meeting, seconded by Ryan M. Graft. The motion was unanimously approved. The meeting adjourned at 7:45 p.m.

An executive session was held immediately following adjournment to discuss legal and personnel matters. No action was taken.

Respectfully submitted,

Megan Carper
Secretary/Treasurer