**Hamilton Township Board of Supervisor’s**

**Regular Meeting Minutes**

**Monday, January 4, 2016**

**CALL TO ORDER:**

Meeting was called to order at 7:00 pm by Chairman, Stephanie A. Egger.

Supervisors present were Stephanie A. Egger, Timothy D. Beard III and Ron 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.; and Secretary, Deborah Brogan. Roadmaster, Jay Livingston was absent.

**APPROVAL OF MINUTES:**

Stephanie A. Egger asked if the Supervisors had reviewed the minutes from the Dec. 7, 2015 Supervisor’s Meeting. Response was affirmative. Ron L. Weidner made a **motion** to approve the minutes as submitted. Timothy D. Beard III second the motion. Motion carried.

**PUBLIC COMMENTS**: Public comments addressing the agenda items, there were none.

**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 there was nothing to report at this time.

4. Target & Firearms Ordinance discussion: Stephanie A. Egger stated that there has been no progress with the ordinance.

5. PSATS Donations for the Troops: The Chairman stated that the Township is collecting donations of items to send to our Service Men & Women around the world. We will be taking the items collected to PSATS in April. Deadline for donations is Wednesday April 4th. Flyers are on the table, the bulletin board, and on our website.

6. Adams County Council of Governments (COG): The Chairman stated that at the last Board meeting we tabled a decision concerning a request from the COG to send a payment of $500 towards the recycling of electronics at Adams Rescue Mission. Having no further information, Ron L. Weidner made a **motion** to table until the next Board meeting. Timothy D. Beard III second the motion. Motion carried.

7. Garage Expansion: Ron L. Weidner stated that the U&O has been received. They are finished with the construction, with the exception of completing the bathroom, which is almost complete.

8. Bridge Replacement: Ron L. Weidner stated that we need to schedule a meeting with Paradise Township to check on progress and decisions. Ron L. Weidner asked Chad Clabaugh about using the emergency clause to move ahead faster. Chad Clabaugh stated that we would have to prove that it really was an emergency and it would save only about two months. It shortens the state permitting window, which is the next step. Stephanie A. Egger made a **motion** to table this until the next Board meeting. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

**NEW BUSINESS:**

1. State Police: Stats for service in Hamilton Twp. for December 2015 were read by Stephanie A. Egger. There were a total of 33 incidents: 6 Crime, 7 Collisions, and 21 Service calls for Hamilton Township.

2. Liberty Fire Co. No. 11: Stephanie A. Egger stated that no report was received.

3. United Hook & Ladder Co. No. 33: Stephanie A. Egger stated that no report was received.

4. Adams Regional EMS, Inc.: Stephanie A. Egger stated that no report was received.

5. Hampton Fire Co. No. 10: Monthly Report for Hamilton Township was presented by Chief PJ Trimmer. There were a total of 17 incidents, 3 in Hamilton Township.

6. Radio Equipment Subscriber Agreement: Stephanie A. Egger stated that this agreement covers the 4-year leasing agreement of $1.00 per year and the acknowledgement of receipt of the equipment. A copy of this agreement has been sent to the Solicitor for review. Ron L. Weidner made a **motion** to table this until the next Board meeting. Timothy D. Beard III second the motion. Motion carried.

7. Adams County Economic Development Corp. (ACEDC): The Chairman stated that this is a request to participate in the 2016 Investment Benefits. An investment of $200 would provide a spotlight on ACEDC’s Facebook page and listing in the Directory. Ron L. Weidner stated that we did not join last year because in previous years we found that it did not benefit us. Ron L. Weidner made a **motion** to decline the request. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

8. Adams County Community Media Annual Meeting: Stephanie A. Egger stated that an open house will be held on Tuesday, January 19th at 6:30 pm in the Media Studio located at 128 North Peters Street, 2nd Floor, New Oxford. You can see how Community Media is growing and enjoy light refreshments. The meeting is open to all residents and the notice is posted on the bulletin board.

9. 2016 Bidding Limits Announced – Stephanie A. Egger stated that notice has been received stating that there is no change to the bidding limits from 2015. Advertisements for bids remains at $19,400 for 2016. Minimum purchase amount for telephone quotes remains at $10,500 for 2016.

10. IRS Mileage Rate Decreasing for 2016: Stephanie A. Egger stated that effective January 1, 2016, the IRS mileage rate has been decreased to $.54 cents per mile. Timothy D. Beard III made a **motion** to accept this rate. Ron L. Weidner second the motion. Motion passed by unanimous vote.

**Is there any other business to come before the Board of Supervisors?**  There was none.

**PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF**

**ACTIVE PLANS:**

1. Robert & Mary Myers Minor Sub Division Plan: Stephanie A. Egger stated that a memo has been received from the Planning Commission recommending that this plan be approved by the Board of Supervisors. Mr. Myers has presented a copy of the property plan showing the right of way for the electrical lineage. Planning Commission also recommends that the Board accept the 25 ft. setback on Pine Run and Brough Roads.

Chad Clabaugh stated that Wesley Winner will handle application of the necessary signatures on the plan. Chad stated that all easements are now on the plan. Chad Clabaugh feels that the agreement Mr. Myers has with Adams Electric should be included with the recorded plan. Chad Clabaugh also stated that with the acceptance of the plan it will be considered approved.

Stephanie A. Egger stated that we will record the plan and then make sure Mr. Myers gets his copy.

Mr. Myers stated that he will have his engineer make the necessary additions to the plan. Chad Clabaugh stated that he will assist Mr. Myers and talk to his engineer.

Ron L. Weidner made a **motion** to approve the plan with the changes. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

**COMMITTEE & DEPARTMENT REPORTS:**

1. East Berlin Area Community Center (EBACC) The Chairman stated that no report was received. Stephanie A. Egger stated that we are in need of a volunteer to serve on the EBACC Board.

2. Abbottstown Paradise Joint Sewer Authority – Kevin Moul was not present.

3. Parks and Recreation Board – Ron L. Weidner stated that they have sent out an invitation to landowners to schedule a meeting to talk to each of them about the land easements. We have not received any response as yet. The Parks & Recreation Board is in need of at least two members.

4. Emergency Management: Timothy D. Beard III stated that the YATB & ACTCC meetings have not yet been held.

5. Road Master’s Report: Ron L. Weidner, Road Superintendent, stated that they have been working on the garage addition. The spreaders are ready for any weather changes. Brian Campbell made a comment that Beaver Street looks really nice.

6. COG Report – Jay Livingston was not present to give a report.

7. East Berlin Joint Authority Report – Ron L. Weidner stated that they are still doing the lease study. Everything else is going fine.

8. Finance Committee Report – Brian Campbell stated that they have a meeting scheduled for January 26th. They have a new member that will serve as an alternate. Brian Campbell asked if he can come to the meeting. Stephanie A. Egger stated yes.

9. East Berlin Library – The Chairman stated that no report was received and no representative is present.

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

1. C. S. Davidson reviewed the Transportation Impact Study Scoping Meeting Application and attended a meeting at the offices of PennDot district 8-0 on 12/21/15. C. S. Davidson along with Ron L. Weidner provided comment at that meeting stating the wishes of the Twp. for efforts to be made with the traffic design that accounts for the already busy intersections.

2. Myers Estate Subdivision: C. S. Davidson reviewed the Minor Subdivision Plan dated 10/21/2015 and issued a comment letter dated 12/10/2015 with 7 comments. The plan was tabled at the December Planning Commission meeting at the applicant’s request.

3. Myers, Robert; Subdivision: C. S. Davidson reviewed the revised plan dated 12/7/2015 and issued a comment letter dated 12/10/2015 with 4 comments. The plan was conditionally approved at the Dec. Planning Commission meeting with comments 1 & 4 being outstanding.

4. C&S Wholesale Grocers: C. S. Davidson has been assisting the Solicitor’s office with the creation of a termination agreement for Primrose Lane. Once this document is agreed on by all parties then the Township can consider release of security.

5. Cedar Ridge Subdivision & Land Development: C. S. Davidson has received and revised all security spreadsheets to match the items and dollar amounts held with each individual bond. Drafts of the updated documents were distributed on 12/22/2015 and are under review by Twp. staff, the developer, and C. S. Davidson staff. C. S. Davidson will address specific reduction requests from the developer if/when they are received.

6. Sewer Ordinance Revisions: C. S. Davidson has received drafts of several revisions to the Sewer Ordinance and will be providing comments.

7. Pump Station Ratings: C. S. Davidson will be conducting review of the Berlin Road Pump Station. C. S. Davidson has also added the Glabview Pump Station to the rating schedule. The Glabview rating is scheduled for 2016.

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

1. On 1/14/2015, Judge George conducted a status conference on Route 94 Motors’ appeal from MDJ Little’s judgement in favor of the Township for $12,000 in fines, attorney’s fees and costs regarding the non-permitted renovations of the rental unit at 1157 700 Road. Route 94 Motors has not been compliant and the Township CEO will be seeking an administrative search warrant for a follow-up inspection.

2. David Lease: Solicitor’s office continues to monitor compliance with Court Orders and a settlement agreement precluding occupancy of certain living units on the property.

3. Work continues on various Municipal Liens.

 **Zoning Officer’s Report** – PA Municipal Code Alliance - The Chairman stated that the PA Municipal Code Alliance Zoning Officer’s report was received. Stephanie A. Egger read the report. A total of 4 violation notices were sent out and there were 4 Permits issued.

**MOTION TO PAY THE BILLS:**

Stephanie A. Egger presented the Board with a listing of the December 2015 bills to be approved for: General Fund $103,102.74 and Route 94 Sewer Fund $11,819.41. Ron 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:**

There were none.

**SUPERVISOR COMMENTS:**

**Ron:** Thank you for coming. PennDot meeting for Sheets went well. This has been a good meeting.

**Tim:** Thanked everyone for coming. There have been several signs stolen in the township. These signs and poles run $200 each. He is urging residents to watch for trouble and call the State Police or the Township.

**Steph:** Thank you for coming.

**Meeting Announcements:**

**Next Parks & Rec Committee Meeting – is scheduled for January 12th @ 7:00 pm**

**Next Planning Commission Meeting – Tuesday, January 19th @ 7:00 pm**

**Next Finance Committee Meeting – Tuesday, January 26th 2016 @ 6:30 pm**

**Next Regular Board of Supervisors Meeting February 1st @ 7:00 pm**

**Auditors Meeting is scheduled for January 5th @ 7:00 pm**

**Adjournment**

Having nothing further to discuss, Ron L. Weidner made a **motion** to adjourn the meeting at 7:52 pm. Timothy D. Beard III second the motion. Meeting adjourned at 7:52 pm

Minutes taken and transcribed by:

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Deborah A. Brogan

Secretary Hamilton Township