

Hamilton Township Board of Supervisors  
**Regular Meeting Minutes**  
**Monday, October 5, 2020**

**CALL TO ORDER:** The meeting was called to order at 7:00 PM with the Pledge of Allegiance by Stephanie A. Egger.

Supervisors present were Ronald L. Weidner, Timothy D. Beard, III and Michael A. Strausbaugh. Also present were Ronald T. Tomasko, ESQ, Chad Clabaugh, P.E of C. S. Davidson, Inc., Parliamentarian Stephanie A. Egger and Assistant Secretary Jessica Baim.

**APPROVAL OF MINUTES:**

Regular Scheduled Meeting, September 14, 2020

*Upon review of the minutes of the September 14, 2020 meeting a correction under Road Master's Report to reflect Tile is NOT done on Forest Drive a motion was made by Michael A. Strausbaugh and a second by Ronald L. Weidner **Motion was unanimously approved.***

PUBLIC COMMENTS: None

**OLD BUSINESS:**

1. SPCA Collection: We continue to collect items for the Adams County SPCA for the care of the animals at the shelter. They need towels, blankets, toys, etc. in good condition.
2. Ronald McDonald House : The Township continues to collect glossy paper magazines, glossy newspaper inserts, etc.
3. Bridge Update: Priority 1 bridge on Beaver Creek. Ron spoke to Paradise Township and nothing came out of the conversation. The Township is taking other steps and that is all to say at this point.
4. The Board of Supervisors held an Executive Session on Wednesday, September 2<sup>nd</sup> for the purpose of discussing municipal properties.
5. Conditional approval was given to the Seibert Subdivision pending the completion of two requirements.  
#3 the Certificate of Ownership, Plan Acknowledgment and offer of Dedication signed by the owner(s) and notarized.  
#6 A consolidated deed provided to Hamilton Township/ C.S.Davidson, Inc. The submitted plan would result in the subdivision of a 55.14-acre parcel and a 54.14-acre remainder lot. Signature for Planning Waiver & Non-Building Declaration for Seibert-Rothenhoefer Subdivision. Lot shall be a non-building lot., no portion of this property/subdivision is approved by Hamilton Township or the Department of Environmental Protection for the installation, construction connection to, or use of any sewage collection, conveyance, treatment or disposal system (except for repairs to existing systems) unless the municipality and DEP have both approved sewage facilities planning for the property/subdivision. *A motion for Final Approval was made by Ronald L. Weidner to approve with a second by Michael A. Strausbaugh. **Motion was approved unanimously.***
6. Recommendation response to EBACC concerning the future of the EBACC building. *A motion was made by Ronald L. Weidner to approve and send the response with a second by Timothy D. Beard, III. **Motion was approved unanimously.***

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**NEW BUSINESS:**

1. State Police: No report
2. Northeast Adams Fire Co. #32-FIRE: Stephanie A. Egger read the reports for the month of September 2020. For the month of September there were a total of 26 incidents with one incident in Hamilton Township.
3. Northeast Adams Fire Co. #32- EMS: Stephanie A. Egger read the reports for the month of September 2020. For the month of September there were 101 incidents with six in the Township.
4. United Hook & Ladder Co. No. 33: No Report
5. Adams Regional EMS, Inc.: No Report
6. New Hope Ministries “ Christmas Blessing Express” listing of age appropriate gifts for donations to families in need. If you are able and care to participate the lists are on the table where the sign-in sheet is. See the nearest location and drop-off dates for this project. There are many families in need of help and support this year.
7. Annual Contributions to Culture, Recreation Administration  
As appropriated in the 2020 budget.  
Annual contribution to the East Berlin Area Community Center (EBACC) \$3,000.00  
Annual contribution to Adams County Office for Aging (ACOFA) \$1,000.00  
Annual contribution to East Berlin Senior Center \$2,000.00  
Annual contribution to East Berlin Library \$3,000.00  
Annual contribution to Society for the Prevention of Cruelty to Animals (S.P.C.A.) \$2,500.00  
To Other \$1,000.00  
Ron Weidner questioned what is Other? Stephanie A Egger informed that for example a Community media and decide to give them something. Michael A Strausbaugh asked if the Senior Center and the Library were together. Stephanie A Egger informed they are not.  
Total \$12, 500.00

*A motion was made by Michael A. Strausbaugh to approve with a second by Ronald L. Weidner .  
**Motion was unanimously approved.***

8. Annual Contributions to Fire/Emergency Companies:

As appropriated in the 2020 Budget.  
Annual Contribution to United Hook & Ladd Co #33. \$43,750.00 (87.8%)  
Annual Contribution to Northeast Adams Fire Co #32. \$6, 250.00 (12.5%)  
Total \$50,000.00

*A motion was made by Michael A. Strausbaugh to approve with a second by Ronald L. Weidner. **Motion was unanimously approved.***

9. Approval to sell the seven old Panasonic phones on Municibid. *A motion was made by Ronald L. Weidner to approve with a second by Timothy D. Beard, III. **Motion was unanimously approved.***

10. Trick or Treat Night will be held Saturday, October 31<sup>st</sup> from 9 to 8 PM. Please Turn your Porch Lights on. Thank you.

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11. Take Back- Adams county, Collaborating for Youth, Saturday, October 24<sup>th</sup>, 10 AM to 2 PM. They will be also collecting unused Pet medication.

12. Approval to sign and record the Stormwater Agreement with Ryan and Megan Fox. Our engineer has reviewed and approved. *A motion was made by Ronald L. Weidner to approve with a second by Michael A. Strausbaugh. Motion was unanimously approved.*

13. Review and approval of Q-Link Charges with Quality Solutions. Stephanie A Egger informed that in the future will have to pay for shipment of toner. Ronald L. Weidner asked if there will be an increase in maintenance agreement. Stephanie A Egger informed that Q-Link goes above and beyond the maintenance agreement. *A motion was made by Timothy D. Beard, III to approve with a second by Ronald L. Weidner. Motion was unanimously approved.*

14. Review and discussion of battery backup for the traffic signals at Rt. 194 and Primrose Lane.  
The lifetime of the battery backup is?

Once installed the mechanism requires no service call or reset to occur when regular power is restored. It will occur automatically. Unless damage has been done to the service. (car crash, lightening damage, etc.) Ronald L. Weidner asked how much the electric goes off. Chad Clabaugh of C.S. Davidson reviewed that it depends on if the electric is an overhead or underground service. If underground they feed from multiple services. Underground does not have many power outages because it comes from multiple services or grids Where above-ground services are lines and if a tree falls on them, then it would go out. Ronald L Weidner questions if Hamilton Township hooks up to Cross Key's light can the Township be liable. Ronald T. Tomasko indicated if operating correctly no. Thomas Barrows informed the last two times the Cross-Key's power was out the Fire Police generator ran it. *A motion was made by Ronald L. Weidner to table till questions answered about battery lifespan with a second by Timothy D. Beard, III. Motion was unanimously approved.*

15. Estimates for Propane Service for October 2020 to October 2021.

Mason's Propane: \$1.25 gal with \$.10 discount

Suburban: \$1.25, no fees. Proposal opened at BOS meeting

Nugen: No response

Little's: Closed

Sate Line: No Response

O'Brien: No Response

Gene's : No Response

Ronald L. Weidner confirmed with Stephanie A Egger that Mason's would be a \$1.15 with discount.

Stephanie A. Egger opened and reviewed Suburban's quote and what plant would be doing the deliveries.

Stephanie A. Egger confirmed it would be \$1.15. Ronald L. Weidner confirmed that Mason's is who the Township is currently with. Stephanie A. Egger confirmed that the Township is with Mason's.

*A motion was made by Ronald L. Weidner to approve Mason's Propane quote with a second by Michael A. Strausbaugh. Motion was unanimously approved.*

16. Distribution of Foreign Fire Relief Funds

United Hook and Ladder Co #33. (87.5%) \$14,340.90, check # 6351

Northeast Adams Fire Co # 32. (12.5%) \$2, 048.71, check #6352

*A motion was made by Ronald L. Weidner to approve with a second by Michael A. Strausbaugh. Motion was unanimously approved.*

17. PSATS Executive Board Ballot execution. Stephanie A. Egger reviewed that this is normally done at the Annual Conference. She then read per the letter received. "PSATS" bylaws provide that the election shall take place at the Annual Conference. The nonprofit corporation law permits voting by mail, among other methods [ 15Ps.C.S.A. section 5758 (b)], when provided for in the bylaws. Given that it is not possible to hold the Annual

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Conference this year because of the pandemic, we believe it is reasonable to distribute paper ballots and allow voting delegates this paper option.” One candidate per each position.

President – Marvin G. Meteer

First Vice President- Andrew J. Boni

Second Vice President- John “ Jay” Wilkes, Jr.

Secretary-Treasurer- Steven D. Hess Sr.

Assistant Secretary-Treasurer- Charles Stowe

Executive Board- Mary Jo Campbell, Samuel F. Cressler, Howard W. Fry III.

*A motion was made by Ronald L. Weidner to cast the above votes with a second by Timothy D. Beard, III.*

***Motion was unanimously approved.***

**18. Approval of form “ CERTIFICATION OF NON-CONFORMANCE” :** Stephanie A Egger reviewed that the Township had an issue come up with a property that was originally zoned RR but was rezoned Commercial. The Bank will not provide a loan since it is zoned Commercial. Chad Clabaugh from C.S. Davidson reviewed that this form is a formality when it comes to properties that were pre-established residential (grandfathered) and then a zoning change occurs to reflect otherwise. *A motion was made by Timothy D. Beard, III to approve with a second by Ronald L. Weidner. Motion was unanimously approved.*

### **Is there any other Business to come before the Board of Supervisors?**

Ronald L. Weidner reviewed that Jessica Baim, assistant secretary probation period is over, and everyone is happy with her and her work, welcome aboard. Timothy D. Beard, III and Michael A. Strausbaugh stated welcome aboard also.

An Executive Session to be held after BOS meeting to discuss legal matters.

## **PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF ACTIVE PLANS:**

### **COMMITTEE & DEPARTMENT REPORTS:**

1. East Berlin Area Community Center (EBACC): Cyndi Bisacre sent the Township a recap from the September 2020 meeting which was reviewed by the BOS. Stephanie informed one correction for the 2021 not 2012 budget will need approval at the next meeting.
2. Abbottstown Paradise Joint Sewer Authority: Stephanie A. Egger received an email from Kevin Moul they did have their bi- monthly meeting last week. Approved to spend \$20,0000.00 on some facility upgrades. John Schrivens has passed all his medical exams and is back working full time. Ryan will be staying on as the plant operator and John working underneath him with Amy Perry being the Operations Manager.
3. Parks and Recreation Committee: No meeting.
4. Emergency Management: Timothy D. Beard III informed that a quarterly meeting was done where the new 911 helicopter was displayed . This will service all Adams County with the maximum charge of \$250.00 per person that would be transferred to the hospital. The Emergency Management team is to survey the polling site three days prior to prevent anything that could inhibit from voting.
5. YATB & ACTCC Tax Board Report: Timothy D. Beard III informed that YATB continues to be above 2019. The ACTCC Tax Board has nothing to report.

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6. Road Master's Report: Tom Barrows reviewed the September report, they dug out bad pavement on Waldheim, Forest, and Locust Lane. They did another round of roadside mowing. They did prep work for pipe replacement to be scheduled, will need to get bus schedule due to road closures.
7. COG: Stephanie A Egger reviewed typed minutes from the September 24, 2020 meeting. The meeting was called to order at 8:30 am by President David Laugman. Roll call was taken and a quorum was short by one member. No formal business could take place, minutes or treasures report will be approved at the October meeting. The scheduled speaker, Warren Bladen was called away for an emergency so he will be featured at the October meeting. We need to be aware that Cyber Schools are not free as advertised. They are free to families however the school districts pay \$14,000 per student and \$24,000 thousand for students requiring special ed. The county received 9.3m in Cares Funds. Applications for round two are from September 23 to October 23. Of course, the need must be Covid related. The county expects to have a shortfall of funds for 2021. Currently YATB is reporting an increase in Earned Income Taxes over last year (2019) at the same time. The New commander of the State Police barracks in Gettysburg introduced himself and discussed the treatment of the troopers recently. In Harrisburg at the capitol they were spit upon, trash and bottles were thrown at them. The commander states that regardless when they are called, they will come. They are here to provide a service to the people of the Commonwealth. Currently there are 36 Boroughs, Townships and School Districts who are members of the COG. 11 Boroughs, 19 Townships and six school districts.
8. East Berlin Joint Authority: Ron Weidner informed a meeting was held Thursday, October 1, 2020 and the discussion was about the refurb that will be occurring to the water storage tank.
9. East Berlin Library: Brian Campbell presented that the distributions are currently higher. The Library is opening slowly.

**Engineer's Report** – Chad Clabaugh, C.S. Davidson, Inc gave his October 2020 report.

### Subdivision, Land Development & Stormwater Plan Review:

1. Inners Amusements (Adams Co. Fairgrounds) –CSD issued a comment letter dated Sept. 22, 2020 with 5 comments pertaining to the Traffic Impact Study Determination and Scoping Meeting Application. On September 23rd, the applicant's Traffic Engineer re-submitted the scoping application and on Sept. 29th the Engineer addressed adjustments made to traffic counts to account for differences in Traffic due to Covid-19.
2. Eisenhart Subdivision – At the Sept. P.C. meeting the applicant addressed the P.C. to see if a waiver of the requirement to have street frontage could be obtained. Essentially there would be two waivers. One for the requirement to have the property front a public street (off Winding Lane), and the other for the improvement of the private drive to the Township street standards. Since no formal application or supporting information had been submitted the P.C. did not make a formal vote. But a general consensus was that they would look favorably upon such a request given the unique circumstances, but only if a maintenance agreement is put into place. Stephanie A. Egger questioned about when there is a third or fourth subdivision when is it to be built to specification? Chad Clabaugh of C.S. Davidson said he is only an advisor that is more of a question for the Planning Commission. Chad Clabaugh said that any other future subdivision would have to go through the Planning Commission again. Stephanie A. Egger asked when do we set a precedence? Ronald T. Tomasko informed to avoid this is make everyone conform to the Township street standards. Ronald L. Weidner asked where the documentation is located for why the roadway (Homestead) was closed and when? Jessica Baim to research these questions. Ronald L. Weidner said the Planning Commission will see what Eisenhart comes up with.

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### Land Developments and Stormwater plans under construction:

1. Old Mill Road Wedding Venue– The request to eliminate the fence has been withdrawn.
2. Cedar Ridge Subdivision and Land Development – CSD performed an inspection of the curb ramp amendments and the locks on the fence and discussed the status with Township staff. These items have been deemed acceptable. The only item remaining is the Termination of the NPDES permit. The applicant has filed the NOT paperwork and the conservation district has responded with a few items. The applicant indicated that they performed work the week of Sept. 28 to address ACCD's comments. One question that came up during the NOT was the ownership and maintenance of the stormwater pipes on lot # 17 which discharges from the stormwater basin in the back right (North-East) corner. CSD will follow up with Twp. Staff to resolve this question. Ronald L. Weidner said that once Chad Clabaugh of C. S. Davidson talks to Rusty Ryan, he will need to review with him over what needs done. The Township is currently holding \$6,300ish in the security. The Township currently has accepted the Stormwater which the Township has an easement for the stormwater basin. Chad Clabaugh of C.S. Davidson said that something would need to be drafted with sign off boxes, attached plan and recorded. The applicant is hoping to have a complete release of security at the November Supervisors meeting.
3. Sheetz- CSD will be attending a meeting to discuss the remaining (stormwater management related) items on 10-6-2020 with ACCD, Sheetz, RGS (applicant's engineer), and C.E. Williams (contractor). Currently the Township is still holding security of \$7500.00. Chad Clabaugh reviewed that the plan involves green Soxx made up of mulch and vegetation that would need to be installed and maintained.

**Solicitor's Report-** Attorney Tomasko presented his monthly report which included communication with Township officials over miscellaneous legal matters, including shared bridges with Paradise Township, grass cutting invoices for Sparkysa, LLC as well as proposed cell tower lease.

**Scott Weaver, Zoning Officer's Report** –six permits were issued for September 2020. Permits included a garage, roof mounted solar panels, renovations, a roof over a shed, a permit extension and Family Room Addition.

**MOTION TO PAY THE BILLS:** *Motion to pay the bills for the General Fund was made by Ronald L. Weidner and second by Timothy D. Beard, III. The motion was approved unanimously.*

**PUBLIC COMMENTS:** None

**SUPERVISOR COMMENTS:**

Ron: Thank you for coming out. Have a safe Halloween.

Tim: Thank you for coming out. Have a nice Fall season.

Mike: Thank you for coming out. Be safe.

**Meeting Announcements:**

Board of Supervisors, Monday, November 2, 2020 @ 7PM  
Parks and Recreation Board, Tuesday, October 13, 2020 @ 7 PM-Cancelled  
Planning Commission, Tuesday, October 20, 2020 @ 7 PM  
Budget/Finance Workshop: Tuesday, October 27, 2020 @ 6:30 PM

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Adjournment

Having nothing further to discuss, Motion to adjourn was made by Ronald L. Weidner and second by Michael A. Strausbaugh. *The vote was unanimous to adjourn.*

We adjourned at 8:17PM.

Minutes were recorded and transcribed by

  
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Jessica Baim

Assistant Secretary