

Hamilton Township Board of Supervisors
Regular Meeting Minutes
Monday, October 3, 2022

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

Supervisors present were Ronald L. Weidner, Jeremy P. Smith.

Also present were Melissa Kelso, ESQ, from the Firm Kelso Law LLC., Parliamentarian Stephanie A. Egger, Assistant Secretary Jessica Baim, and Chad Clabaugh, P.E., of C.S. Davidson. Absent was Michael A. Strausbaugh and Roadmaster Tom Barrows.

APPROVAL OF AGENDA PER ACT 65: Stephanie Egger provided the agenda to the Board of Supervisors. *A motion was made by Ronald L. Weidner to approve the agenda as presented with a second made by Jeremy P. Smith. Motion was unanimously approved.*

APPROVAL OF MINUTES:

Regular Scheduled Meeting, September 12, 2022

Upon review of the minutes of the September 12, 2022, a motion was made by Jeremy P. Smith with a second made by Ronald L. Weidner. Motion was approved unanimously.

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 food, towels, blankets, toys, etc. in good condition.
2. BEAVER CREEK ROAD BRIDGE Rehabilitation update: No update. *A motion to table was made by Ronald L. Weidner with a second made by Jeremy P. Smith. Motion was approved unanimously.*
3. Discussion regarding the Home Road and Protectory Road Bridges: Both Bridges are closed. Estimated start date is now mid-October (10th). Chad Clabaugh P.E., of C.S. Davidson informed the Daily property is for sale, Ronald L. Weidner will provide Chad Clabaugh contact information for Ms. Daily. On Home Road, Chad Clabaugh needs contact information for Mr. Herbst to obtain easement. *A motion to table was made by Ronald L. Weidner with a second made by Jeremy P. Smith. Motion was approved unanimously.*

NEW BUSINESS:

1. State Police: No report.
2. Northeast Adams Fire Co. #32-EMS: Stephanie Egger read the report for the month of September, there were a total of 31 incidents with one in Hamilton Township.
3. Northeast Adams Co. #32-Fire: No report.
4. United Hook & Ladder Co. No. 33: Stephanie Egger read the reports for the month of September. For the month of September total of 63 incidents with four in Hamilton Township.
5. Adams Regional EMS, Inc.: No report.

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6. Liquid Fuels 2021 Audit. Stephanie Egger provided a paper copy of the results. Clear audit.

7. Notice of Estimated allocation of Liquid Fuels Tax for 2023 is \$133,846.78. Notice of Estimated turnback allocation for 2023 is \$10,000.00.

8. Foreign Fire Relief contributions\$ 18, 424.45: 87.5 % for United Hook and Ladder =\$16,121.39 and 12.5% for Northeast Adams Fire Company= \$ 2,303.06. *A motion to approve was made by Ronald L. Weidner with a second made by Jeremy P. Smith. Motion was approved unanimously.*

9. Culture, Rec, and Admin Donations for 2022 Budget:

East Berlin Senior Center \$2,000.00

A.C.O.F. A. (Adams County Office of Aging) \$1,000.00

East Berlin Library \$ 1,000.00

E.B.A.C.C. (East Berlin Area Community Center) \$7,600.00

S.P.C.A. \$ 2,500.00

Other Donations \$1,000.00

A motion to approve was made by Jeremy P. Smith with a second made by Ronald L. Weidner. Motion was approved unanimously.

10. Township Contribution to local Fire Companies. \$65,000.00 Budget 2022: 87.5 % for United Hook & Ladder =\$56,875.00 and 12.5% for Northeast Adams Fire Company =\$ 8,125.00. *A motion to approve was made by Ronald L. Weidner with a second made by Jeremy P. Smith. Motion was approved unanimously.*

11. Stephanie Egger informed about grading PennDot Services: The State Department of Transportation (PennDOT) is accepting construction and maintenance services feedback through an online survey until OCTOBER 14. The survey gives township officials and residents the opportunity to weigh in on your experience with how well PennDOT is providing services and communication about its activities. The survey is available at <https://www.surveymonkey.com/r/2022PDConstruction>. The 24-question survey asks respondents how they receive PennDOT roadway information and how often PennDOT meets or exceeds expectations in construction and maintenance activities. Respondents are also asked about experience with reporting concerns to the department, and whether or not they use the state's 511PA traveler information services. (Information provided by PSATS, Morning News, September 26, 2022).

12. We have been notified by PA DEP that our request for a permit waiver for the MS4 plan has been approved. Thank you, Chad Clabaugh P.E., of C.S. Davidson for your excellent work in this submission request.

13. The Board of Supervisors amend the Employee Handbook to state that new full-time employees shall have one weeks' vacation with pay available at the end of the 90-day probation period provided the employee is retained for full time employment. Effective immediately as of October 3, 2022. *A motion to approve was made by Ronald L. Weidner with a second made by Jeremy P. Smith. Motion was approved unanimously.*

14. Permission requested to begin planning for the 2023 Trunk or Treat Festival. *A motion to approve was made by Jeremy P. Smith with a second made by Ronald L. Weidner. Motion was approved unanimously.*

15. Award of 2022-2023 Propane Quotes:

State Line Gas Service, Inc. \$1.85; .05 Discount = \$1.80 per gallon

Mason's Propane Service \$ 1.95; .10 Discount= \$ 1.85 per gallon

Aero Propane Services \$ 2.00; No Discount = \$ 2.00 per gallon

A motion to award State Line Gas Services, Inc. pending no fuel surcharge for deliveries was made by Ronald L. Weidner with a second made by Jeremy P. Smith. Motion was approved unanimously.

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16. Approval of the Proposed 2023 General Fund Budget for Advertising and Public Review. *A motion was made to advertise the proposed 2023 General Fund Budget and public review was made by Jeremy P. Smith with a second made by Ronald L. Weidner. Motion was approved unanimously.*

Planning Commission recommendations and status of active plans:

1. Stephanie Egger read the recommendation from the planning commission to allow consultation of the Township Solicitor, Melissa Kelso, ESQ with the Redding Land Development Plan attorney, Paul Minnich, ESQ. *A motion to allow consultation of Melissa Kelso, ESQ with Paul Minnich, ESQ was made by Ronald L. Weidner with second by Jeremy P. Smith. Motion was approved unanimously.*

COMMITTEE & DEPARTMENT REPORTS:

1. East Berlin Area Community Center (EBACC): Stephanie Egger reviewed the notes provided from EBACC. They are currently evaluation methods for structuring the Capital Fund Campaign as well as developing a project site plan. Any questions or concerns can be sent to office @ebacc.org. The fall newsletter is out. Upcoming events: indoor yard sale Oct. 13th, 14th, and 15th and the Conewago carvers show 29th and 30th. In November is the soup and pie sale the 23rd and Black Friday Vendor Show the 25th of November. Volunteers are always wanted. November 3rd is Adams County Day of Giving stop by the online page accfgivingspree.org, drop your donation in the mail or roll through the drive up between 1-5 PM. Employment opportunities: fitness center attendant, retail coordinator, Pre-School Teacher & Assistant Teacher, Before/After School Director & Assistant Director.
2. Abbottstown Paradise Joint Sewer Authority: No representative present. No report.
3. Emergency Management: Paul Minnich informed the Township did not experience any flooding from Ian. No report.
4. YATB Tax Board Report: Next meeting October 31, 2022.
5. ACTCC Tax Board Report: Next meeting in November 2022.
6. Road Master's Report: No representative present. No report.
7. COG: Jessica Baim indicated no report, unable to attend.
8. East Berlin Area Joint Authority: Ronald L. Weidner informed he did not attend the September meeting.

Engineer's Report: Chad Clabaugh, P.E. of C.S. Davidson presented his October report:
Subdivision, Land Development, and Stormwater Plan Reviews:

1. Sorensen (4 Home Road): A revised plan was submitted on 9-19-2022. The plan was discussed briefly then tabled at the 9-19-2022 Planning Commission meeting. Discussion was generally based around the estate lot Zoning provisions versus the option of agricultural designation. C.S. Davidson will review the revised plan and will provide a review letter for discussion at the October Planning Commission Meeting.
2. Redding Properties, LLC: C.S. Davidson reviewed the Land Development Plan dated 7-18-2022 and issued a review letter dated 9-19-2022 with 31 comments. C.S. Davidson also reviewed the Stormwater Management Plan and Report and issues a review letter dated 9-19-2022 with 27 comments. The plan was discussed at length

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then tabled at the 9-19-2022 Planning Commission meeting. The primary discussion point was regarding the use as a Hotel, Transient Hotel, or Apartment and the fact that the Zoning Ord. allows Hotels in the Commercial Zone but not Apartments. C.S. Davidson was instructed by the Planning Commission to discontinue its review of this plan until this item is resolved.

Land Developments and stormwater Plans under construction:

1. Pine Run Park Phase III: Work on Pine Run Road will be done in the month of October and the street will be closed for the duration of the work. This is a state highway and will be inspected by PennDOT, therefore C.S. Davidson and the Township has limited responsibility with regards to this component of the project.

Other Projects:

1. Home and Protectory Bridges: CSD continues to work on property owner easements. Construction is anticipated to start on October 10.
2. MS4 Waiver: The waiver has been approved which last for five years.

Solicitors Report: Melissa Kelso, Kelso Law LLC is currently reviewing the draft for the Stormwater Ordinance. Discuss with the Township over the Redding Land Development Plan.

Zoning Officer's Report: No report.

MOTION TO PAY THE BILLS: *Motion to pay the bills for the General Fund was made by Jeremy P. Smith with a second made by Ronald L. Weidner. Motion was approved unanimously. A motion to pay the bills for the State Fund was made by Ronald L. Weidner with a second made by Jeremy P. Smith. Motion was approved unanimously.*

PUBLIC COMMENTS: Timothy D. Beard, III complimented the job Donald Blackburn is doing and the business interactions that are occurring within the Township.

COMMENTS from Board of Supervisors:

Ron: Glad to see everyone and hope everyone has a safe Halloween. See everyone at the Trunk or Treat.

Jeremy: Thank you everyone for coming out. See everyone at the Trunk or Treat.

Meeting Announcements:

Board of Supervisors, Regular Monthly Meeting: Monday, November 7, 2022 @ 7PM.

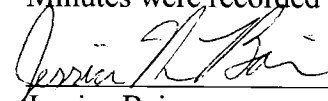
Planning Commission: Tuesday, October 18, 2022 @ 7 PM.

Budget and Finance: Cancelled, *A motion to cancel meeting due to advertising and public review was made by Jeremy P. Smith with a second made by Ronald L. Weidner. Motion was approved unanimously.*

Adjournment:

Having nothing further to discuss, *Motion to adjourn was made at 7:37 PM by Ronald L. Weidner and second by Jeremy P. Smith. The vote was unanimous to adjourn.*

Minutes were recorded and transcribed by



Jessica Baim
Assistant Secretary