

APPROVED

Hamilton Township
Re-organizational Meeting Agenda
Tuesday, January 3, 2023

CALL TO ORDER: The meeting was called to order at 6:30 PM with the Pledge of Allegiance by Parliamentarian Stephanie A. Egger.

Supervisors present were Ronald L. Weidner, Jeremy P. Smith, Michael A. Strausbaugh. Also present were Melissa Kelso, ESQ, from the Firm Kelso Law LLC., Parliamentarian Stephanie A. Egger, Assistant Secretary Jessica Baim

First Order of Business - Year 2023:

Appoint Temporary Secretary: *Ronald L. Weidner made a motion to appoint Jeremy P. Smith as Temporary Secretary with a second made by Michael A. Strausbaugh.* **Motion carried unanimously.**

Second Order of Business – Year 2023:

1. Appointment of Chairman. *Jeremy P. Smith made a motion to appoint Ronald L. Weidner as Chairman of the Board of Supervisors with a second made by Michael A. Strausbaugh.* **Motion carried unanimously.**
2. Appointment of Vice-Chairman. *Ronald L. Weidner made a motion to appoint Jeremy P. Smith as Vice-Chairman of the Board of Supervisors with a second made by Michael A. Strausbaugh.* **Motion carried unanimously.**
3. Appointment of Secretary, Office Manager and Treasurer. *Ronald L. Weidner made a motion to appoint Stephanie A. Egger as Secretary, Office Manager and Treasurer with a second made by Michael A. Strausbaugh.* **Motion carried unanimously.**
4. Appointment of Assistant Secretary and Assistant Treasurer. *Michael A. Strausbaugh made a motion to appoint Jessica Baim as Assistant Secretary and Assistant Treasurer with a second made by Ronald L. Weidner.* **Motion carried unanimously.**
5. Appointment of Assistant Secretary. *Ronald L. Weidner made a motion to appoint Hanna Furst as Assistant Secretary with a second made by Jeremy P. Smith.* **Motion carried unanimously.**
6. Appointment of Road Master. *Ronald L. Weidner made a motion to appoint Don Blackburn as Road Master with a second made by Michael A. Strausbaugh.* **Motion carried unanimously.**

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7. Appointment of Solicitor, Melissa Kelso ESQ, and adoption of the 2023 fee schedule. *Michael A. Strausbaugh made a motion to appoint Solicitor Melissa Kelso, ESQ, and adopt the 2023 fee schedule with a second made by Ronald L. Weidner. Motion carried unanimously.*

8. Appointment of Kara Haggerty, ESQ from the Law Offices of Peter J. Russo, PC as the Alternate Solicitor in the absence of the appointed Solicitor. *A motion to appoint Kara Haggerty, ESQ from the Law Offices of Peter J. Russo, PC as the Alternate Solicitor in the absence of the appointed Solicitor with a second made by Michael A. Strausbaugh. Motion carried unanimously.*

9. Appointment of Township Engineer, C. S. Davidson, Inc., Chad Clabaugh P.E. *Michael A. Strausbaugh made a motion to appoint Chad Clabaugh P.E. as Township Engineer, C. S. Davidson, Inc., with a second made by Jeremy P. Smith. Motion carried unanimously.*

10. Appointment of the Zoning Hearing Board Solicitor, John Baranski, ESQ of the firm MPL Law Firm, LLP. *Ronald L. Weidner made a motion to appoint John Baranski, ESQ of the firm MPL Law Firm, LLP as Zoning Hearing Board Solicitor, with a second made by Jeremy P. Smith. Motion carried unanimously.*

11. Appointment of Paul Minnich as the Emergency Management Coordinator for Hamilton Township. *Jeremy P. Smith made a motion to appoint Paul Minnich as the Emergency Management Coordinator for Hamilton Township with second made by Michael A. Strausbaugh. Motion carried unanimously.*

12. Appointment of Deputy Emergency Management Coordinators for Hamilton Township.

1st Douglas Fishel,

2nd Tom Barrows

3rd Don Blackburn

Michael A. Strausbaugh made a motion for the appointment of Deputy Emergency Management Coordinators for Hamilton Township: 1st Douglas Fishel,

2nd Tom Barrows, and 3rd Don Blackburn with a second made by Ronald L. Weidner.

Motion carried unanimously.

13. Appointment of Jeremy Smith as the YATB representative and Michael A. Strausbaugh as the alternate representative. *Ronald L. Weidner made a motion to appoint Jeremy Smith as the YATB representative and Michael A. Strausbaugh as the alternate representative with a second made by Michael A. Strausbaugh. Motion carried unanimously.*

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14. Appointment of Jessica Baim as the Township representative to the AC COG and Stephanie Egger as the alternate representative. *Jeremy P. Smith made a motion to appoint Jessica Baim as the Township representative to the AC COG and Stephanie Egger as the alternate representative with a second made by Ronald L. Weidner.* **Motion carried unanimously.**

15. Appointment of Michael A. Strausbaugh as the representative to the ACTCC and Jeremy Smith as the alternate representative. *Ronald L. Weidner made a motion to appoint Michael A. Strausbaugh as the representative to the ACTCC and Jeremy Smith as the alternate representative with a second made by Jeremy P. Smith.* **Motion carried unanimously.**

16. Appointment of Mel Lebo as the Board of Supervisors Vacancy Chairman for the year 2023. *Ronald L. Weidner made a motion to appoint Mel Lebo as the Board of Supervisors Vacancy Chairman for the year 2023 with a second made by Michael A. Strausbaugh.* **Motion carried unanimously.**

17. Appointment of the voting delegate to the PSATS 102nd Convention. *Jeremy P. Smith made a motion to appoint Michael A. Strausbaugh as voting delegate to the PSATS 102nd Convention with a second made by Ronald L. Weidner.* **Motion carried unanimously.** Approval of staff members to attend the convention April 23 to 26, 2023. Michael Strausbaugh, Jeremy Smith, Stephanie Egger, Jessica Baim, and Don Blackburn. *Ronald L. Weidner made a motion to approve the staff members Michael Strausbaugh, Jeremy Smith, Stephanie Egger, Jessica Baim, and Don Blackburn for PSATS 102nd Convention with a second made by Michael A. Strausbaugh.* **Motion carried unanimously.**

18. Resolution #2023-01: Appointment of the Depository for township funds for the year 2023. ACNB and Members 1st Federal Credit Union. Stephanie Egger read Resolution 2023-01. *Ronald L. Weidner made a motion to approve Resolution 2023-01 with a second made by Jeremy P. Smith.* **Motion carried unanimously.**

19. Zoning Hearing Board Appointment—Dustyn Speelman. *Ronald L. Weidner made a motion to appoint Dustyn Speelman to the Zoning Hearing Board with a second made by Michael A. Strausbaugh.* **Motion carried unanimously.**

20. Appointment of Right to Know Officer, Stephanie Egger and Jessica Baim as the Deputy Right to Know Officer. *Ronald L. Weidner made a motion to appoint Stephanie Egger, Right to Know Officer and Jessica Baim as the Deputy Right to Know Officer with a second made by Jeremy P. Smith.* **Motion carried unanimously.**

21. Appointment of Christine Myers to a four-year term to the Planning Commission. *Michael A. Strausbaugh made a motion to appoint Christine Myers to the Planning Commission with a second made by Ronald L. Weidner.* **Motion carried unanimously.**

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22. Appointment of Stephanie Egger as the PSATS Pension Plan Administrator. *Ronald L. Weidner made a motion to appoint Stephanie Egger as PSATS Pension Plan Administrator with a second made by Jeremy P. Smith. Motion carried unanimously.*

23. Appointment of Timothy Wargo as the Township SEO and Christopher Hoover of Hoover Engineering as the alternate SEO. *Ronald L. Weidner made a motion to appoint Timothy Wargo as the Township SEO and Christopher Hoover of Hoover Engineering as the alternate SEO with a second made by Michael A. Strausbaugh. Motion carried unanimously.*

24. Resolution # 2023-02: Establish the Tax Collectors wage for 2022. Stephanie Egger read Resolution # 2023-02. *Ronald L. Weidner made a motion to approve Resolution 2023-02 establishing tax collectors' wages at 5% of the total taxes collected with a second made by Michael A. Strausbaugh. Motion carried unanimously.*

25. Appointment of PMCA as the Building Codes Inspection Agency for Hamilton Township and the adoption of 2023 fee schedule. *Ronald L. Weidner made a motion to appoint PMCA as the Building Codes Inspection Agency for Hamilton Township and adopt the 2023 fee schedule with a second made by Jeremy P. Smith. Motion carried unanimously.*

26. Resolution # 2023-03: Directing the Emergency Succession of Township Officers for continuity of township government in case of disaster. Stephanie Egger read Resolution # 2023-03. *Ronald L. Weidner made a motion to approve the Emergency Succession of Township Officers, Resolution #2023-03 with a second made by Michael A. Strausbaugh. Motion carried unanimously.*

27. Schedule of Holidays and Office Closures for 2023. *Michael A. Strausbaugh made a motion to approve the schedule of Holidays and Office Closures for 2023 with a second made by Ronald L. Weidner. Motion carried unanimously.*

28. Meeting Schedules for the 2023 year. *Ronald L. Weidner made a motion to approve the meeting schedule for the 2023 year with a second made by Jeremy P. Smith. Motion carried unanimously.*

29. Appointment of Stephanie Egger as the BOS meeting parliamentarian. *Ronald L. Weidner made a motion to appoint Stephanie Egger as the BOS meeting parliamentarian with a second made by Michael A. Strausbaugh. Motion carried unanimously.*

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30. Resolution # 2023-04: Establish the Tax Rates for the year 2023. Stephanie Egger read Resolution # 2023-04 to set tax rates for the township as follows:

Real Estate Millage	.7345
Per Capita Tax	\$5.00
Local Services Tax	\$52.00
Discount Percentage	2%
Penalty Percentage	10%
Realty Transfer Tax	.50%
Earned Income Tax (EIT)	1.5% Conewago Valley School District 1.7% Bermudian School District

Ronald L. Weidner made a motion to approve Resolution # 2023-04 with a second made by Jeremy P. Smith. Motion carried unanimously.

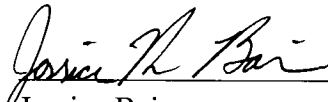
31. Resolution #2023-05: Fee Schedule for the 2023 year. Stephanie Egger read Resolution #2023-05. *Ronald L. Weidner made a motion to approve Resolution #2023-05 fee schedule for the 2023 year with a second made by Jeremy P. Smith. Motion carried unanimously.*

PUBLIC COMMENTS: None

Adjournment:

Having nothing further to discuss, *Motion to adjourn was made at 6:53 PM by Ronald L. Weidner and second by Michael A. Strausbaugh. The vote was unanimous to adjourn.*

Minutes were recorded and transcribed by



Jessica Baim
Assistant Secretary