

APPROVED

Hamilton Township Board of Supervisors
Regular Meeting Minutes
Tuesday, February 6, 2023

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

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

Approval of Addendum: Stephanie Egger provided the addendum to the Board of Supervisors. *A motion to approve the addendum to the agenda was made by Michael A. Strausbaugh with a second made by Jeremy P. Smith. Motion was unanimously approved.*

APPROVAL OF MINUTES:

Reorganization Meeting January 3, 2023

Upon review of the minutes of the January 3, 2023, reorganization meeting, a motion was made by Michael A. Strausbaugh to approve with a second made by Ronald L. Weidner. Motion was approved unanimously.

Regular Schedule Meeting January 3, 2023

Upon Review of the minutes of the January 3, 2023, regular meeting, a motion was made by Ronald L. Weidner to approve with a second made by Jeremy P. Smith. 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:** Bridge is closed until further notice. Mandated by the state Chad Clabaugh P.E., of C.S. Davidson informed the Township received the request to proceed with engineering cost estimates for the Beaver Creek Bridge from C.S. Davidson. This was approved by Paradise Township at the January Board of Supervisor meeting. The construction will start in about one year due to bidding and scheduling. C.S. Davidson will provide the true cost of the bridge prior to budget time for each Township. *A motion to approve with the engineering cost estimates was made by Ronald L. Weidner with a second made by Jeremy P. Smith. Motion was approved unanimously.*

NEW BUSINESS:

Agenda Addendum:

1. Approval of letter of acknowledgement by the Board of Supervisors to PennDOT acknowledging an application for a Highway Occupancy Permit from PennDOT for a property located at 3436 Carlisle Pike on SR0094. *A motion to approve the acknowledgement letter was made by Ronald L. Weidner with a second made by Michael A. Strausbaugh. Motion was approved unanimously.*

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2. State Police: No report.
3. Northeast Adams Co. #32-Fire: Stephanie Egger read the report for the month of January, there were a total of 28 incidents with zero in Hamilton Township.
4. United Hook & Ladder Co. No. 33: No report.
5. Adams Regional EMS, Inc.: Stephanie Egger read the report for the month of December, there were a total of 810 incidents with eight in Hamilton Township. Stephanie Egger read the report for the year of 2022, there was a total of 9,128 incidents with 96 in Hamilton Township.
6. Resolution No. 2023-06: Exonerating Tax Collector, Dorry Long of Unpaid Per Capita, Municipal and Real Estate Taxes due for the year 2022. *A motion to approve was made by Jeremy P. Smith with a second made by Ronald L. Weidner. Motion was approved unanimously.*
7. Resolution No. 2023-07: Exonerating residents from Per Capita Tax for the year 2022. Stephanie Egger reviewed there is only two ways this can occur either by moving out of the township or by death. *A motion to approve was made by Michael A. Strausbaugh with a second made by Ronald L. Weidner. Motion was approved unanimously.*
8. Policy Change. The Public Works Department shall deliver all banking deposits to the banks relieving the treasurer of any responsibility for the deposits. *A motion to decline this policy change was made by Ronald L. Weidner with a second made by Michael A. Strausbaugh. Motion was declined unanimously.*
9. The Board of Supervisors held an executive meeting with our Solicitor immediately after the January board meeting to discuss potential legal issues.
10. Resolution No. 2023-08: Stephanie Egger read Resolution No. 2023-08; On November 16, 2022, the Commissioners of Adams County distributed a portion of the American Rescue funds to local municipalities based on liquid fuels, revenues lost in 2020-2021 due to the Coronavirus Pandemic. Hamilton Township received on January 9, 2023, the distribution amount of \$17, 724.71 which will be put into the general fund account under revenue account 357.01-local government units capital and operating grants: general government. *A motion to approve amending the 2023 budget was made by Jeremy P. Smith with a second made by Ronald L. Weidner. Motion was approved unanimously.*
11. Resolution No. 2023-09: Appointment of Ronald L. Weidner as Township representative to the East Berlin Area Joint Sewer Authority for a period of five years (2023-2027). *A motion to approve Ronald L Weidner as Township representative to the East Berlin Area Joint Sewer Authority was made by Jeremy P. Smith with a second made by Michael A. Strausbaugh. Motion was approved unanimously.*
12. Acceptance and approval to forward the MMO (Minimum Municipal Obligation 2023). *A motion to approve was made by Ronald L. Weidner with a second made by Jeremy P. Smith. Motion was approved unanimously.*
13. Resolution No. 2023-10: Stephanie Egger read Resolution No. 2023-10 appointing Jessica Baim as the Zoning Officer with Donald Blackburn and Scott Weaver as Assistant Zoning Officers as needed in the enforcement of the Zoning Ordinances. *A motion to approve Resolution No. 2023-10 was made by Michael A. Strausbaugh with a second made by Ronald L. Weidner. Motion was approved unanimously.*

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14. Approval to request bids for the following quantity of stones:

	Quantity	Description	Unit FOB	Total	at Site	Total	as Directed	Total	Notes
	100 TN	# 4 Ballast							
	1,000 TN	#2 A Aggregate							
	200 TN	#8 Stone							
	200 TN	Aashto 10 Screenings							
	500 TN	No. 57 Clean							
TOTALS									

Contract shall commence April 6, 2023, and shall expire April 6, 2024. *A motion was made to approve for stone bids by Ronald L. Weidner with a second made by Jeremy P. Smith. Motion was approved unanimously.*

15. Policy Change: Employees are no longer permitted to use personal vehicles for township business. Ronald L. Weidner expressed he felt this should be on a case-by-case basis with Michael A. Strausbaugh and Jeremy P. Smith agreeing. *A motion to decline this policy change was made by Michael A. Strausbaugh with a second made by Jeremy P. Smith. Motion was declined unanimously.*

16. Approval for staff to have a refresher course in CPR and first aid. Township staff certification cards are now expired. *A motion to approve was made by Michael A. Strausbaugh with a second made by Jeremy P. Smith. Motion was approved unanimously.*

PLANNING COMMISSION RECOMMENDATIONS FOR ACTION AND/OR STATUS OF REPORTS OF ACTIVE PLANS: No reported activity.

COMMITTEE & DEPARTMENT REPORTS:

1. East Berlin Area Community Center (EBACC): Lori Sherlock was present and informed that Project 22 progressing, formed Capital Campaign Committee as well as a Steering Committee for the project. They had their first face to face meeting with a representative from Kimmel Bogrette, Architecture and Site. Upcoming Events: February

- 9 Red Cross Blood Drive Canceled
- 23 Hog Maw Platter Take Out
- 23,24,25 Spring Fling Shoppe
- March
- 16,17,18 Indoor Yard Sale
- 23 Shepherd's Pie Take Out
- 25 Women's Conference, this is a new event for EBACC and there is \$40 fee to participate. Dorry Long informed she signed up for this event and is a fun day for Women includes speakers, breakout sessions, etc.

Stephanie Egger asked Lori Sherlock to look into the rescheduling the EBACC/ Trunk or Treat meeting with Hamilton Township. Stephanie Egger asked Lori Sherlock to let EBACC know there is sign up concerns for the Women's Conference online.

2. Abbottstown Paradise Joint Sewer Authority: No representative present. No report.

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3. Emergency Management: Paul Minnich is attending a training session on February 13, 2023, at the ESM. The speaker will be Jonathan Guseman. Both deputies will be attending. Stephanie Egger informed that Roadmaster Don Blackburn has been added to the Deputies. Paul Minnich wanted to bring up the concern about a possible Ordinance for Electric Car charging station requirements (ex. Break aways).
4. YATB Tax Board Report: Jeremy P. Smith informed his meeting was January 30, 2023. First item was reorganization. Last year they collected \$666,961.00 in legal actions, \$290,259.00 in collections. The EIT was up \$26 million dollars over prior year and LST was \$9.24 million higher; this is equal to pre-pandemic 2019. For year 2022, net revenue was \$1.26 million. The office-build out is almost completed need to do some HVAC ductwork. Request was approved for administrative services of Bureaus deferred compensation and Pension Plans. Next meeting April 24, 2023.
5. ACTCC Tax Board Report: Next meeting is November 2023.
6. Road Master's Report: Don Blackburn informed all equipment is ready for spring. The Public Works Department repaired some cold patching, put up reflective plates on the bridge end walls, and shop cleaning. They started tree/brush clean up on Jacobs Mill, Winding, and Kuhn Fording. The Public Works has crack sealing machine ready for the springtime.
7. COG: Jessica Baim read the COG recap: Meeting was held 1/26/2023, there was a quorum.
Reorganize: Terri Scholl President, Ron Harris-VP, Patricia Smith-Treasurer, Danielle Helwig-Secretary.
Approved unanimously.
COG will be reviewing the snow policy since the schools are doing virtual learning now.
Guest Speaker: None
Adams County Commissioners: Marty reminder of tax collector's election, need to be resident, and make sure the County Court house is aware of who they are. The Mercy House is looking for two new vendors who have indicated they would be able to incorporate a mental health space. The County is implementing a new program called Co-responders where a mental health representative would be partnered with a police officer to help off-set true police need or mental health need for a resident.
Steve Nevada: Reminded everyone about the America250 occurring in 2026. Looking for ideas for events and to add to the townships budget about a synchronized firework county wide display. ACTPO was cancelled and rescheduled for February 1, 2023.
Legislative Forum
 - Catherine Wallen from Representative Torren Eckert's office informed that they are currently adjourned until the end of February. They are looking to have a townhall meeting the 23rd of February 2023 with more details to come. Their office is willing to help residents with property tax/rent rebates, including traveling to their residency.
 - Nancy Bull from Congressman John Joyce's office informed that he was named to a sub committee to review the Pandemic (understand/why). Their district has grown to 11 areas. Congressman Joyce has an office in Mr. Eckert's office by appointment only.ACATO: Bob Gordon informed he is still working on organization and the Treasurer position, which he has reached out to Germany and Franklin Townships regarding Germany has declined ACATO Treasurer position, but Bob will reach back out to Franklin Township. No current meeting dates.
ACTCC: Ron Harris informed that the February meeting will be cancelled as no new business has come forth.
Schools:
Gettysburg School District (Becky Leathery): Have two Police Officers, Mr. Bivens and Mr. Weaver and maybe hiring a third. Has a new assistant Superintendent.
Bermudian Springs School District (Justin Peart): On schedule for new construction which is planned for fall 2024 sports to be done.

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Conewago School District: Working on the feasibility study for a new school, a formal discussion will be February 27, 2023. Hired a new assistant superintendent Brad Sterner.

Upper Adams: Added a mental health staff member and emphasized how important broadband is to the staff and students.

AES: Meeting is February 9, 2023, at 8 am. Will be a membership meeting, come and join.

Borough's Association: Meeting March 20, 2023, pending a speaker.

Destination Gettysburg: Hotel occupancy up 6% from 2021. The Gettysburg Christmas movie will be filming through 1st week of February.

A.C. collaboration: Zoom meeting February 21, 2023, working on a survey for the 34 municipalities regarding cyber security importance.

Legislative: The Legislative Committee is open to new members. Will be emailing a priority list out to each township to review for the resolutions of 2022-2024.

Emergency Services: Open to new members

Broadband Task Force: Survey closed on January 17, 2023, having received about 4,000 responses for the Adams/Franklin area.

Public Comments: Cumberland Township has a new Manager named Dave Blocher. Commissioner Marty wanted to express that he is for local business growth, and to please disregard an article in the Gettysburg Time's. Terri Scholl, from Mt. Joy, has extra salt through the Co-star program and is trying to avoid the penalty.

Next Meeting: February 23, 2023

8. East Berlin Area Joint Authority: Ronald L. Weidner informed that everything is going well. The final payment was made on the water tower. East Berlin Area Joint Authority has applied for grants to County and State to help cover the cost of line extension.

Engineer's Report: Chad Clabaugh, P.E. of C.S. Davidson presented his January Report:

1. SUBDISIVION, LAND DEVELOPMENT, AND STOMRWATER PLAN REVIEW:

1. Little Life Enrichment Center Stormwater- A revised stormwater plan was submitted which is under review.

2. K-Hill, Kaiser, Summers Subdivision -C.S. Davidson attended a meeting with the property owners on the cul-de-sac to discuss the options on 1-27-2023. No final decision has been made but we asked for a decision by Feb 21st which is the date of the next Planning Commission meeting.

3. Sorensen (4 Home Road) – Subdivision- Revised documents were submitted on 1-31-2023. C.S. Davidson submitted responses in an e-mail dated 1-31-2023. Comments 1, 4, and 9 remain outstanding at this time.

2. OTHER PROJECTS:

1. Home and Protectory Bridges- All final applications for payment and closeout documents have been processed. This project will be removed from future engineer's reports. There is a Met-Ed pole that needs to be moved, Met-Ed is aware of this. There are silk socks that need to be removed in the spring, Ronald L. Weidner informed the township will handle removal.

Solicitors Report: Melissa Kelso, Esq. informed she reviewed and submitted minor comments and revisions for the proposed Lighting Ordinance. She discussed with Stephanie Egger Stone bid concerns with the bid not starting until April but ok to advertise. Melissa Kelso, Esq. has been in communications with Mr. Minnich about Redding Properties and the definition of a facility as a "hotel" and Mr. Minnich will be taking the communications back to his client.

Zoning Officer's Report: Jessica Baim read the report for the month of January. There was a total of one zoning permit for a greenhouse that did not require a UCC permit.

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

PUBLIC COMMENTS: None

COMMENTS from Board of Supervisors:

Ron: Expressed his concern over the inflation costs for the proposed Conewago School compared to two years ago. Thank you to everyone that came out.

Jeremy: Thank you to everyone that came out. Thanks Jessica Baim and Don Blackburn for stepping up and handling Zoning.

Mike: Thank you to everyone that came out. Happy Valentine's Day. I would like to thank the Pennsylvania State Police and Fire Police. Also, their help with the barricaded Township resident. I want to thank the Aguilera Family for putting out an informative video of what happened and that they were safe.

Meeting Announcements:

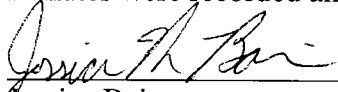
Board of Supervisors, Regular meeting: Monday, March 6, 2023 @ 7 PM.

Planning Commission: Tuesday, February 21, 2023 @ 7 PM.

Adjournment:

Having nothing further to discuss, *Motion to adjourn was made at 7:53 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