

**HAMILTON TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
MARCH 4, 2024**

**Call to Order:** The meeting was called to order at 7:01 PM by Ronald L. Weidner. In attendance were Supervisors Ronald L. Weidner, Jeremy P. Smith, and Ryan M. Groft. Also, present were Solicitor Melissa Kelso, Chad Clabaugh, P.E., from C. S. Davidson, Inc., ESQ, Secretary/Treasurer Megan Carper, and Roadmaster Don Blackburn.

**APPROVAL OF AGENDA PER ACT 65:** Ronald L. Weidner provided the agenda to the Board of Supervisors. *Jeremy P. Smith made a motion to approve the agenda with a second by Ryan M. Groft. **The Motion was unanimously approved.***

**APPROVAL OF MINUTES:** Minutes of the regularly scheduled meeting on February 5, 2024, were presented. *Upon review of the minutes from February 5, 2024, Ronald L. Weidner made a motion to approve the minutes as written with a second by Jeremy P. Smith. **The Motion was unanimously approved.***

**PUBLIC COMMENTS:** No comments.

**OLD BUSINESS:**

1. Upper Conewago Church: Discussion surrounding the tax waivers were revisited. Township approved waiving rollback taxes as well as the county. Still waiting on the school district. *Ronald L. Weidner updated the board on the situation and proposed tabling the discussion, seconded by Jeremy P. Smith. **The motion was carried unanimously.***

**NEW BUSINESS:**

1. Stone Bids Open and Award Contract: Review of stone bids from Vulcan and York Building Products for township road projects, Solicitor Melissa Kelso reviewed the bids for legal review. *Jeremy P. Smith made a motion to proceed with awarding the contract to York Building Products, seconded by Ryan M. Groft. **The motion was carried unanimously.***

Material Type	100 TN # 4 Ballast	1,000 TN #2 A Aggregate	200 TN #8 Stone	200 TN Aashto 10 Screenings	500 TN No. 57 Clean	200 TN Shot Rock
	Pick Up/Delivery	Pick Up/Delivery	Pick Up/Delivery	Pick Up/Delivery	Pick Up/Delivery	Pick Up/Delivery
<b>Vulcan Materials Co.</b>	\$21.00 / \$26.00	\$17.40 / \$22.90	\$22.10 / \$27.60	\$21.00 / \$26.50	\$21.00 / \$26.50	\$54.05 / \$64.05
<b>York Building Products</b>	\$13.95 / \$19.45	\$8.50 / \$14.00	\$18.25 / \$23.75	\$12.50 / \$18.00	\$13.95 / \$19.45	\$20.00 / \$29.00

2. Rescission of ARPA Funds Allocation: *Ronald L. Weidner made a motion to rescind the previous allocation of ARPA funds totaling \$27,582.30 due to an updated total with a second by Jeremy P. Smith. **The motion was carried unanimously.***
3. Reallocation of ARPA Funds (Resolution 2024-12): Following the rescission of a previous allocation of ARPA funds, the Hamilton Township Board of Supervisors introduced Resolution 2024-12 to reallocate the remaining ARPA funds, including accrued interest. This resolution allocated the ARPA funds, with the current amount being \$42,589.17, specifically for tar & chipping and seal coating projects within the township. *A motion was made by Jeremy P. Smith to reallocate the ARPA funds as per Resolution 2020-412 with a second by Ryan M. Groft. **The motion was carried unanimously.***
4. Resolution 2024-13: Increase Bond Coverage for Secretary/Treasurer and Assistant Secretary/Treasurer from \$500,000 to \$1,000,000: Insurance company recommended the increase as our accounts collectively hold amounts up to \$1,000,000 at any given time. *Ronald L. Weidner made a motion to increase the bond coverage as outlined in Resolution 2024-13 with a second by Jeremy P. Smith. **The motion was unanimously approved.***

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5. Resolution 2024-14: Authorize Interim Bill Payments by Secretary/Treasurer and Assistant Secretary/Treasurer Jeremy P. Smith made a motion to authorize interim bill payments pursuant to Resolution 2024-14 with a second by Ryan M. Groft. **The motion was unanimously approved.**
2. Seal Coating: Motion to Advertise for Seal Coating (Tarring & Chipping): Ryan M. Groft made a motion to approve the advertisement for seal coating (tar & chipping) with a second by Jeremy P. Smith. **The motion was carried unanimously.**
3. Appoint Kevin Moul to the Abbottstown Paradise Joint Sewer Authority (APJSA): Term is Jan 2024 – Dec 2028. Ronald L. Weidner made a motion to appoint Kevin Moul to the APJSA for the term of January 2024 to December 2028, with a second by Jeremy P. Smith. **The motion was carried unanimously.**
6. State Police: The monthly report is available for review on the Township's bulletin board.
7. Northeast Adams Co. No. 32 FIRE: The monthly report can be found on the Township's bulletin board.
8. United Hook & Ladder Co. No. 33: The monthly report can be found on the Township's bulletin board.
9. Adams Regional EMS: The monthly report can be found on the Township's bulletin board.
10. NOBPA, LLC: Zoning Hearing – March 28, 2024
11. Kaiser: Zoning Hearing – March 28, 2024

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## PLANNING COMMISSION RECOMMENDATIONS FOR ACTION AND / OR STATUS REPORT OF ACTIVE PLANS:

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1. The Planning Commission recommended the final approval of the Herman/Klein subdivision to the Board of Supervisors, contingent on the verification of crucial deeds. These deeds, necessary for the sequential process of plan approval before deed recording, had been drafted but not yet reviewed. Engineer Chad Clabaugh reported discussions with the surveyor, emphasizing the importance of deed review to ensure alignment with the subdivision plans. This step is vital for confirming the lot line adjustments proposed in the subdivision. *Ronald L. Weidner moved to grant final approval to the Herman/Klein subdivision, conditioned upon the township engineer's successful review of the deeds, ensuring they reflect the planned adjustments with a second by Jeremy P. Smith. **The Motion was unanimously approved.***

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## COMMITTEES AND MEETING REPORTS

1. East Berlin Area Community Center (EBACC) – Ryan M. Groft attended an EBACC board meeting on 2/26/24. The EBACC Board meeting featured a key discussion about a contract with DAZA Development for nonprofit support, deciding to proceed after a legal review. Highlights included:
  - A record January book sale totaling \$5,550.
  - January's 211 volunteers contributing 1,238.5 hours.
  - A 2027 target for groundbreaking.
  - Upcoming events: an indoor yard sale (March 13th-16th), shepherd's pie takeout (March 21st), and the Women's Conference (March 23rd). The next Board meeting is on March 25th.
2. Abbottstown Paradise Joint Sewer Authority (APJSA) – Kevin Moul. No Report.
3. Emergency Management - Paul Minnich. No Report.
4. YATB Tax Board Reports - Jeremy P. Smith. At the YATB meeting on January 29, Jeremy Smith was nominated for the finance committee. The board completed its reorganization and reported a 4% increase in EIT collections for 2023 compared to the previous year. The 2023 Operating Fund showed a total income of \$8.137 million against total expenses of \$5.006 million, resulting in a net operating income of \$3.131 million.
5. ACTCC Tax Board Reports – Jeremy P. Smith. The February meeting was canceled. The next meeting is April 2024.
6. Road Master's Report – Don Blackburn. The Roadmaster's report provided an overview of the township's road maintenance activities and plans. During the first snowstorm of the year, Supervisors assisted in snow plowing operations, offering firsthand experience of the road conditions and the quick response needed. The report outlined ongoing and upcoming maintenance tasks including brush cutting, crack sealing above 50 degrees to prepare for spring and summer, pothole repairs exacerbated by the snow, and replacing old, non-readable road signs. Maintenance on tractors and other

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equipment to ready them for springtime was also mentioned, emphasizing the township's proactive approach to road and equipment maintenance.

7 COG Report – No Report.

8. East Berlin Area Joint Authority- Ronald L. Weidner. The upcoming meeting is scheduled for this Thursday night. The East Berlin Area Joint Authority has been awarded a grant of approximately one million dollars, contributed jointly by the state and Adams County, aimed at supporting sewer upgrade and extension projects. Detailed plans for the utilization of these funds have not been disclosed, with further information expected to be provided following Thursday's meeting.

**Engineer's Report** – Chad Clabaugh; Township Engineer, from C.S. Davidson, Inc. presented an updated engineering report:

- **Herman and Klein Subdivision:** CSD reviewed the plan prepared by SLS & Geomatics, dated 11-25-2023, and issued a letter dated 01-15-2024 with 4 comments. A revised plan dated 1-18-2024 has been submitted for review. CSD will provide a review of this plan for discussion and potential conditional approval at the February 5 Supervisors Meeting.
- **New Oxford Logistics:** A revised traffic impact scoping application was submitted on 1/24/2024 which is under review. It is anticipated that the traffic impact scoping for this project will be impacted by the Cross Keys Corridor Study reported below.
- **Royal Farms:** It is anticipated that the traffic impact scoping for this project will be impacted by the Cross Keys Corridor Study reported below.
- **Redding Property:** The engineer inquired about any plans for a hotel or storage facility project, questioning if there were updates or submissions related to these developments. It was clarified that no further plans are anticipated from Redding, as they seek to withdraw their escrow funds.
- **Pine Run Park Phase III:** Several conversations on this development over the past month pointed to the potential for connecting this development to York Water. CSD made an inquiry into the schedule for this as well as the schedule for building dwelling units.

**Solicitor's Report** – The solicitor mentioned that there were no additional items to discuss beyond those already addressed in the meeting.

**Zoning Officer's Report** – PMCA—James Graham. Ronald L. Weidner read the January 2024 report which covered 3 permits, 1 complaint, 3 pending violations, and 2 upcoming Zoning Hearings.

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

**PUBLIC COMMENTS:**

Dorry Long: Dorry inquired about any upcoming maintenance plans for Protectory Rd, noting its condition and the difference in upkeep compared to nearby areas. She expressed interest in understanding if there were plans to enhance the road's condition, especially addressing potholes, while acknowledging the potential for speed-related concerns. The discussion highlighted the township's consideration of road maintenance within the broader context of community safety and infrastructure management.

Donna Vacek: Donna piggybacked on a previous comment regarding road maintenance, emphasizing that regardless of the number of residents affected, all are taxpayers and deserve consideration. The conversation also acknowledged broader concerns about potential speeding issues following road improvements, emphasizing the need to balance infrastructure maintenance with safety considerations for the community.

Ryan Fox: Towards the end of the meeting, Ryan Fox expressed concerns about the traffic study, specifically questioning the timing and methodology given recent weather conditions. He noted the presence of strips across the roads, querying if they were part of a traffic study, and how weather conditions, like snow and school closures leading to virtual days, might have skewed the data. Fox highlighted the potential impact of such skewing on the study's accuracy, especially since unusual traffic patterns during the data collection period could misrepresent normal traffic flow. In response, the

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Township Engineer added that the traffic study possibly overlooked significant traffic contributions from local businesses such as McDonald's and Sheetz. Chad clarified that the consultant conducting the study was doing so on behalf of the three townships, emphasizing the townships' involvement and interest in ensuring the study accurately captures typical traffic conditions to guide informed decision-making.

**COMMENTS from the Board of Supervisors:**

**Ron:** Thank you all for coming out. I hope you all had a good start to the year, well, considering we didn't have too many holidays in January. Groundhog's Day is next, and then Valentine's Day. Hope to see you next month.

**Jeremy:** Thanks everybody for coming out. Thanks to our road crew and letting me spend some time with you out there for a while. You guys had a busy stretch there for a few weeks and did well.

**Ryan:** Thanks for coming out and being involved. Thank you for letting me ride along.

**Meeting Schedule**

Planning Commission, Tuesday, February 20, 2024 @ 7:00 p.m.

Board of Supervisors Meeting, Monday, March 4, 2024, @ 7:00 p.m.

**Adjournment:** *Having nothing further to discuss, a Motion to adjourn was made at 8:00 PM by Ronald L. Weidner with a second by Jeremy P. Smith. The vote was unanimous to adjourn.*

Minutes were recorded and transcribed by

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Megan Carper  
Secretary/Treasurer