

Approved 6/2/25

**HAMILTON TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
May 5, 2025**

CALL TO ORDER: The meeting was called to order at 7:00 PM by Ronald L. Weidner. Supervisors present were Ronald L. Weidner, Jeremy P. Smith, and Ryan M. Groft. Also present were Chad Clabaugh, P.E., from C.S. Davidson, Inc.; Solicitor Melissa Kelso, Esq.; and Assistant Secretary/Treasurer Hanna Furst.

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 as written, seconded by Ryan M. Groft. **The motion was unanimously approved.***

APPROVAL OF MINUTES: Minutes of the regularly scheduled meeting on April 7, 2025, were presented. *Upon review of the minutes, Jeremy P. Smith made a motion to approve the minutes as written, seconded by Ronald L. Weidner. **The motion was unanimously approved.***

Minutes of the special meeting on March 26, 2025, were presented. *Upon review of the minutes, Jeremy P. Smith made a motion to approve the minutes as written, seconded by Ryan M. Groft. **The motion was unanimously approved.***

PUBLIC COMMENTS: Sherry Keller raised concerns about school bus safety and road closures affecting local travel. The Board clarified the road in question is a PennDOT project and is not under Township jurisdiction.

OLD BUSINESS:

1. Jones Agri 2024 – St. Mary’s Road Bridge Repair: *Jeremy P. Smith made a motion to accept the settlement documents for \$4,255.25, seconded by Ronald L. Weidner. **The motion was unanimously approved.***

NEW BUSINESS:

1. Holding Tank Request – Neff (Commercial): *Ronald L. Weidner made a motion to approve the holding tank request for Neff, seconded by Jeremy P. Smith. **The motion was unanimously approved.***
2. Holding Tank Request – Hoff (Commercial): *Ronald L. Weidner made a motion to approve the holding tank request for Hoff, seconded by Jeremy P. Smith. **The motion was unanimously approved.***
3. Resolution 2025-19 – CD Investment: *Jeremy P. Smith made a motion to adopt Resolution 2025-19 to approve the CD investment, seconded by Ronald L. Weidner. **The motion was unanimously approved.***
4. State Police: Monthly report is posted on the bulletin board.
5. Northeast Adams Co. No. 32 FIRE: Monthly report is posted on the bulletin board.
6. United Hook & Ladder Co. No. 33: Monthly report is posted on the bulletin board.
7. Adams Regional EMS: Monthly report is posted on the bulletin board.

MEETING WAS RECESSED AT 7:12 PM FOR THE PURPOSE OF CONDUCTING A PUBLIC HEARING TO CONSIDER AMENDMENTS TO THE ZONING ORDINANCE §150 – ARTICLES 11 & 12 (COMMERCIAL DISTRICT REGULATIONS).

1. **Zoning Ordinance Amendments – §150, Articles 11 & 12 – Commercial District:** Ronald L. Weidner provided a summary of the proposed changes. The Board of Supervisors opened the floor for public comment; however, no comments were received. *By roll call vote, all members voted in the affirmative. **The amendment was adopted by unanimous vote.***

PUBLIC HEARING ADJOURNED AT 7:14 PM.

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

1. Public Hearing – Lot Coverage and Zoning Map Changes: *Ronald L. Weidner made a motion to authorize advertising a public hearing for lot coverage and zoning map changes, seconded by Jeremy P. Smith. **The motion was unanimously approved.***
2. Powell Subdivision and Land Development Plan: The Planning Commission recommended conditional approval of the Powell Subdivision Plan, pending the satisfaction of conditions 1, 2, 4, 5, and 6 listed in the township engineer’s review letter. *Ronald L. Weidner made a motion to grant conditional approval of the Powell Subdivision Plan pending satisfaction of all listed conditions, seconded by Ryan M. Groft. **The motion was unanimously approved.***
3. Public Hearing – Zoning Amendments §150-5, 32, 38, 44, 51, 58, 66, 74, 65: *Ronald L. Weidner made a motion to authorize a public hearing for the zoning amendments, seconded by Jeremy P. Smith. **The motion was unanimously approved.***

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4. Remove Build-To Requirements: *Jeremy P. Smith made a motion to authorize County Planning to remove Build-To requirements, seconded by Ronald L. Weidner. The motion was unanimously approved.*

COMMITTEES AND MEETING REPORTS:

1. East Berlin Area Community Center (EBACC): Ryan M. Groft reported that the board met on April 28 and held an executive session on a personnel matter. He noted that there is currently limited information available regarding the fundraising firm, but more details are expected at the next meeting. In March, retail sales totaled \$11,533.75, and 245 volunteers contributed 1,448.5 hours. Upcoming events include the Spring Plant Sale, Shred Event, and Motive Day Sale on May 10. “Fake & Batter” takeout is scheduled for May 15, and the “Touch-A-Truck” event will be held on May 17. The next board meeting is scheduled for May 19.
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 reported that the YATB held a meeting on April 28, where the 2024 audit was approved. The board also approved a member refund distribution totaling approximately \$1.9 million, with Hamilton Township receiving \$4,631. Additionally, unallocated 2018 tax distributions of \$83,000 were disbursed, with the Township receiving \$202. A resolution to dispose of 2018 records was approved, and an increase to the cost of collection fee schedule was passed unanimously.
5. ACTCC Tax Board Reports: Jeremy P. Smith reported that ACTCC also met on April 28. The committee approved the 2024 audit and set the 2026 collection fee at 1.75% and the bond amount at \$2 million, maintaining current levels. The committee also passed a proposal to hold two joint meetings annually with YCTCC, while retaining the ability to meet independently as needed.
6. Roadmaster’s Report: Don Blackburn. No Report.
7. East Berlin Area Joint Authority: Ronald L. Weidner reported that PFAS contamination was found in one well. The authority is considering options including filtration systems or selling to York Water Company. A \$30,000 appraisal is under discussion, though no final decisions have been made.
8. Election Day Reminder: Tuesday, May 20, 2025 7am to 8pm at the township building

ENGINEER’S REPORT: Chad Clabaugh, C.S. Davidson, Inc. reported on various projects:

- Final Grade Land Development 2997.3.01.18: May 2025 – CSD reviewed the plan dated 12-18-2024 and provided comments to the P.C. at their April P.C. meeting basically stating that the application is incomplete and that we can’t complete our review until additional information is provided. The P.C. tabled the plan at the April P.C. meeting. CSD intends on following up with the applicant’s engineer Jack Powell to discuss next steps.
- JW Paving Stormwater Plan 2997.3.01.13: May 2025 – CSD reviewed the plan dated 11-18-2024 and issued a letter dated 1-21-2025 with 8 comments. CSD received a revised plan dated 4-15-2025 which is under review.
- Neffs Properties Stormwater Plan (1113 Rte. 194 N.) 2997.3.01.15: May 2025 – CSD conducted a preliminary review of the stormwater plan and provided e-mails with concerns about the plan. After discussion with the Zoning/Code officer to get a better understanding of the issues with the site, CSD attended a Site meeting with the applicant on April 17. A revised plan was submitted on 4-30-2025 pursuant to the site meeting which is under review.
- O’Brien Subdivision 2997.3.01.14: May 2025 – The plan received conditional approval at the April Supervisors meeting. A revised plan was received on 4-30 to address the conditions of approval which is under review.
- Pembroke Pointe Stormwater Plan – 440 Gun Club Road (2997.5.00.06): May 2025 – A revised plan was submitted which is under review.
- Pennwood Products Development (2997.3.16.13): May 2025 – CSD reviewed the revised plans and issued the following letters:
 - 4/11/2025 with 8 SALDO comments and 10 Stormwater comments.
 - 4/11/2025 with 5 comments and an exhibit discussing the storm basin fence.
 - 4/15/2025 with 7 comments regarding Traffic Impact

The applicant submitted a letter dated 5/2/2025 doubling down on their request to allow for the design to be approved with a fence around the stormwater basin. The applicant requests that only this item be on the May P.C. meeting agenda for discussion. CSD will provide review of this documentation prior to the May P.C. meeting. The applicant also requested a meeting with PennDOT and East Berlin on May 20th to discuss Traffic Impact. CSD will attend this meeting.

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SOLICITOR'S REPORT: Melissa Kelso, Esq. indicated she had no additional items to report.

ZONING OFFICER'S REPORT – PMCA: James Graham. Ronald L. Weidner reported on the March 2025 report, which included thirty permits or exemptions issued, six stop work orders, one new complaint handled, six pending violations, and four active subdivision/land development plans.

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

PUBLIC COMMENTS:

- No public comments at this time.

COMMENTS from the Board of Supervisors:

- **Ron:** *"Thank you all for coming out. I don't think there's any holidays coming up...Holidays coming up – Mother's Day, Memorial Day and Election Day. Make it to all of them. See you next month."*
- **Jeremy:** *"Thanks for coming out. Thanks, Hanna, for filling in for Megan."*
- **Ryan:** *"Thanks for coming out, and Happy Mother's Day to all the mothers out there."*

Meeting Schedule:

- Planning Commission – Monday, May 19, 2025, at 7:00 p.m. (moved from Tues 5/20 for election day)
- Board of Supervisors Meeting – Monday, June 2, 2025, at 7:00 p.m.

Adjournment: *Ronald L. Weidner made a motion to adjourn at 7:42 PM, seconded by Jeremy P. Smith. **The motion was unanimously approved.***

Minutes were recorded and transcribed by



Megan Carper
Secretary/Treasurer