

Approved 07/01/24

**HAMILTON TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
JUNE 3, 2024**

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Ronald L. Weidner. In attendance were Supervisors Ronald L. Weidner, Jeremy P. Smith, and Ryan M. Groft. Also present were Solicitor Melissa Kelso, and Secretary/Treasurer Megan Carper. Chad Clabaugh, P.E., from the firm C.S. Davidson, Inc., and Roadmaster Don Blackburn were not required to attend.

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

APPROVAL OF MINUTES: Minutes of the regularly scheduled meeting on May 6, 2024, were presented. *Upon review, Jeremy P. Smith made a motion to approve the minutes as written, seconded by Ronald L. Weidner. **The motion was unanimously approved.***

PUBLIC COMMENTS: Ronald L. Weidner announced that public comments will be invited after each agenda item.

OLD BUSINESS:

1. **Upper Conewago Church:** The Board discussed the ongoing process for the declaration of taking for a portion of the property known as Tax Parcel No. 17L08-0090---000. Solicitor Melissa Kelso provided updates, including the need to finalize the plan before proceeding. *Ronald L. Weidner made a motion to table this matter until next month, seconded by Jeremy P. Smith. **The motion was unanimously approved.***

NEW BUSINESS:

1. **Appoint Additional Alternates for the Zoning Hearing Board:** The Board discussed the need for at least one more alternate for the Zoning Hearing Board due to difficulties in assembling a full board for a recent hearing.
 - a. Donna Vacek inquired if someone who already holds a position in the Township could also serve on the Zoning Hearing Board. Eligibility depends on the position. Recommendations for potential alternates were encouraged. *Ronald L. Weidner made a motion to table this matter, seconded by Jeremy P. Smith. **The motion was unanimously approved.***
2. **Retirement of Tom Barrows:** *Ronald L. Weidner made a motion to accept the retirement of Thomas Barrows, seconded by Jeremy P. Smith. **The motion was unanimously approved.***

A brief discussion followed about whether the Township would be filling the position left vacant by Tom Barrows' retirement. The Township is currently reviewing the needs of the department before making any decisions. In the meantime, the Township is confident it can function adequately with the current staff.
3. **State Police Report:** The monthly report is available on the Township's bulletin board.
4. **Northeast Adams Co. No. 32 FIRE Report:** The monthly report is available on the Township's bulletin board.
5. **United Hook & Ladder Co. No. 33 Report:** The monthly report is available on the Township's bulletin board.
6. **Adams Regional EMS Report:** The monthly report is available on the Township's bulletin board.
7. **NOBPA, LLC Upcoming Zoning Hearing:** The zoning hearing date is set for June 25 and 26, 2024.

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

1. There are no new recommendations or items for consideration at this time.
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COMMITTEES AND MEETING REPORTS

1. **East Berlin Area Community Center (EBACC):** Ryan reported no new updates on the RACP or Adams County Community Foundation Grant. The Women's Conference made \$1,415.16, and the shred event brought in \$445. In April, 232 volunteers contributed 1,443 hours. Upcoming events include an indoor yard sale (June 6-8), book sale (June 12-15), Father's Day sale (June 14-15), and golf tournament (June 17). The next board meeting is on June 24.
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2. Abbottstown Paradise Joint Sewer Authority (APJSA): No report was provided.
3. Emergency Management: No report was provided.
4. YATB Tax Board Reports: Jeremy P. Smith reported on the upcoming finance meeting scheduled for next Wednesday.
5. ACTCC Tax Board Reports: Jeremy P. Smith reported that the next meeting is scheduled for November.
6. Roadmaster's Report: Ronald L. Weidner provided an update on Public Works' upcoming tasks and projects. Regular maintenance and repairs are ongoing. An issue on Gun Club Road was temporarily fixed with stone due to a blacktop plant issue; blacktop will be applied once the plant is operational again.
7. East Berlin Area Joint Authority: Ronald L. Weidner reported that the next meeting is this coming Thursday night.

ENGINEER'S REPORT – Ronald L. Weidner presented updates for Chad Clabaugh; Township Engineer, from C.S. Davidson, Inc.:

- New Oxford Logistics (2997.3.14.14): June 2024 - CSD and TRG reviewed the revised traffic impact study and provided a new review letter dated 5-22-2024 with 6 comments. CSD will attend the ZHB meeting on June 25th and 26th.
- Township Office/ Church Survey: June 2024 - CSD revised the plan per conditions of approval and provided copies for the Church's review.
- Old Mill Road Culvert Replacement and stream bank stabilization (2997.8.29.00): In June 2024, CSD will provide engineering services for the culvert replacement and stream bank stabilization on Old Mill Road. CSD attended a kickoff meeting on May 15 and will conduct a survey the week of June 10. The permit application will be submitted soon after, with an expected DEP approval time of about 3 months.

SOLICITOR'S REPORT – Melissa Kelso confirmed that all her points have been covered.

ZONING OFFICER'S REPORT – PMCA— Ronald L. Weidner presented the Zoning Officer's Report for James Graham. The report indicated that 7 permits were issued, 3 complaints were received, 9 violations are pending, and 1 upcoming zoning hearing is scheduled. The detailed monthly report is available on the Township bulletin board.

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

PUBLIC COMMENTS:

1. Jim Ulrich mentioned there is a lot of poison hemlock along the roadsides. Future control measures were discussed and noted for future consideration.

COMMENTS FROM THE BOARD OF SUPERVISORS:

Ron: Glad you all came. See you next month.

Jeremy: Thank everybody for coming out. I know there wasn't much on the agenda, but thanks for taking your time to come out.

Ryan: Thanks for coming out. I hope everybody had a good holiday.

MEETING SCHEDULE

- Planning Commission meeting on Tuesday, June 18, 2024, at 7:00 p.m.
- Board of Supervisors meeting on Monday, July 1, 2024, at 7:00 p.m.
- Finance and Budget meeting on Tuesday, July 23, 2024, at 7:00 p.m.

ADJOURNMENT: *Having nothing further to discuss, Ronald L. Weidner made a motion to adjourn at 7:28 p.m., seconded by Jeremy P. Smith. **The vote was unanimous to adjourn.***

Minutes were recorded and transcribed by

Megan Carper
Secretary/Treasurer
