**Hamilton Township Board of Supervisor’s**

**Regular Meeting Minutes**

**Monday, August 2, 2016**

**CALL TO ORDER:**

Meeting was called to order at 7:00 pm by Chairman, Stephanie A. Egger.

Supervisors present were Stephanie A. Egger, Timothy D. Beard III and Ron L. Weidner. Also present were Solicitor, Ronald Tomasko, from the firm of JSDC Law Offices; Township Engineer, Chad Clabaugh, PE from C. S. Davidson, Inc.; Roadmaster, Jay Livingston and Secretary, Deborah Brogan.

**APPROVAL OF MINUTES:**

Stephanie A. Egger asked if the Supervisors had reviewed the minutes from the July 11, 2016 Supervisor’s Meeting. Response was affirmative. Timothy D. Beard III made a **motion** to accept the minutes as submitted. Ron L. Weidner second the motion. Motion carried.

**PUBLIC COMMENTS:** There were no comments.

**OLD BUSINESS:**

1. SPCA Collection: Stephanie A. Egger stated that we continue to collect items for the Adams County SPCA for the care of the animals at the shelter.

2. Stephanie A. Egger stated that the Township continues to collect glossy paper magazines, the glossy newspaper inserts, etc. for the Ronald McDonald House.

3. NOMA Sewer Transition: Stephanie A. Egger stated that our Solicitor has sent a letter of agreement to Berwick Twp. Engineering is preparing the documents to send to DEP. Chad Clabaugh stated that this process could take 6 months, they have to address the 537 Plan.

4. Target & Firearms Ordinance discussion: Stephanie A. Egger stated that we have received a revision from Timothy D. Beard III and this has been presented to the Board for review. The references to archery have been removed. Timothy D. Beard III read the ordinance.

Mike Strausbaugh, 770 Forest Drive, asked if this is an ordinance to restrict hunters. Timothy D. Beard III stated that no this was only for target shooting.

Tony Long, Pine Run Road, stated that he hears a lot of repetition in this ordinance, most of it is common sense. Timothy D. Beard III stated that even common sense statements need reminding.

Mike Strausbaugh asked who will enforce this new ordinance. Timothy D. Beard III stated that it would be enforced by the PA State Police.

Timothy D. Beard III made a **motion** to have our Solicitor review the ordinance for our next Board meeting. Ron L. Weidner second the motion. Motion passed by unanimous vote.

5. Bridge Update: Ron L. Weidner stated that we have discussed closing Protectory Road permanently. We will replace the Home Road Bridge. Chad Clabaugh asked if we would remove the existing bridge. It was decided that we would probably just close off the road and turn the property back to the property owner. We would have our Solicitor draw up an agreement to state that they are now responsible for the road and the bridge. We would forfeit the Liquid Fuels money for this road.

Ron L. Weidner feels we should tear down the bridge to prevent any liability problems. The Solicitor’s agreement should cover this. We will have to make sure that this closure does not affect any emergency services, school buses, or trash collection. On the Paradise Twp. side they would have to put in a cul-de-sac.

Chad Clabaugh stated that they will draw up an outline of what our decision is so that we are ready. Ron L. Weidner stated that we need to contact Paradise Twp. to get things moving.

Ron L. Weidner made a **motion** to contact Paradise Twp. and to begin moving on this project. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

6. Township Newsletter: The Chairwoman informed the residents that the Township Newsletter has been completed and is available at the Township Office and on-line at our Website. We have also provided some copies on the sign-in table. Stephanie A. Egger mentioned that if you give us your e-mail address, we can forward the newsletter to you. Timothy D. Beard III also mentioned that the emails would help with emergency contacts during emergency situations.

**NEW BUSINESS:**

1. State Police: Stats for service in Hamilton Township for the month of July were presented. During the month of July there were 28 incidents; 8 criminal; 5 collisions, 15 service calls.

2. Liberty Fire Co. No. 11: Report for Hamilton Township was received for the month of July 2016. During the month of July there were 19 incidents; there were 2 incidents in Hamilton Township.

3. United Hook & Ladder Co. No. 33: No reports were received.

4. Adams Regional EMS, Inc.: No reports were received.

5. Hampton Fire Co. No. 10: Monthly Report for Hamilton Township for the month of July 2016 was received. There were a total of 20 incidents, 3 were in Hamilton Township.

6. General Code: The Chairwoman stated that approval is needed for the codification of five (5) ordinances. The estimated cost for this codification is between $2,490 and $2,985. We will also receive fourteen (14) copies for distribution. Ron L. Weidner made a **motion** to approve having these ordinances codified. Timothy D. Beard III second the motion. Motion carried.

7. General Code / eCode360 Program: The Chairwoman asked Deborah A. Brogan to explain the benefits of the eCode360 Ordinance program to the members. Brogan gave an outline of the program and how we would benefit. The cost of the program was discussed. Timothy D. Beard III then made a **motion** to go with the Standard eCode 360 Plan @ $1,120.00 for the first year and then $995.00 annual fee thereafter. Ron L. Weidner second the motion. Motion passed by unanimous vote.

8. Rabbit Transit: Stephanie A. Egger stated that we received a letter from Rabbit Transit requesting financial assistance. Stephanie A. Egger stated that she spoke to the Adams County Office of Aging and they told her that Rabbit Transit receives some of the funds we donated to them. Timothy D. Beard III made a **motion** to leave our donation as it is and not send a separate one to Rabbit Transit. Ron L. Weidner second the motion. Motion carried.

9. Rep. Will Tallman Newsletter: Telephone Area Code Change: Stephanie A. Egger stated that we have been informed that on August 9th, two (2) public hearings will be held to gather comments on a plan to address eventual exhausting of potential telephone numbers in the 717 area code. It is expected to happen in 2018. There is a notice on the bulletin board.

10. Resolution #2016-53 Disposition of Documents: Stephanie A. Egger stated that approval is needed for Resolution #2016-53 to authorize the destruction of the attached list of records. These records are contained in twenty-one (21) boxes and range from 1975 through 2004. Deborah A. Brogan has gone through these boxes and reviewed the contents for disposition. Timothy D. Beard III made a **motion** to have the disposition of these documents and Resolution #2016-53 approved. Ron L. Weidner second the motion. Motion carried.

11. Columbia Gas: Stephanie A. Egger stated that Joint Permit Notification has been received from Columbia Gas and the Rolling Lane Gas Line Project. Columbia Gas intends to install approximately 3,300 linear feet of gas line within the township Right-of-way of Rolling Lane by open cut and directional bore. As a Township, they are asking us to sign a statement that we have or have not adopted a County or multi-county comprehensive plan. Chad Clabaugh stated that this was issued because they will be crossing a stream or wetland. Chad Clabaugh stated that this does not affect our comp plan. The County Comp Plan was in 1991; we were not required to be enrolled. Ron L. Weidner made a **motion** to approve signing the document to return to C. S. Davidson. Timothy D. Beard III second the motion. Motion carried.

**There was no further business to come before the Board of Supervisors.**

**PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF**

**ACTIVE PLANS:**

1. Stephanie A. Egger stated that we need to take action on the Sheetz Development Plan. The Planning Commission has recommended that the Board of Supervisors approve the proposal set forth by Sheetz Convenience Store and Traffic Planning & Design, Inc., in their letter dated 7/14/2016. This is in response to items requested for the intersection at Lincoln Highway and Carlisle Pike. The Planning Commission voted unanimously to make this recommendation at their July 19, 2016 meeting. Ron L. Weidner made a motion to approve the response from Sheetz to the township, in reference to the requests for the intersection at Route 30 (Lincoln Hwy) and Route 94 (Carlisle Pike). Timothy D. Beard III second the motion. Motion passed by unanimous vote.

**COMMITTEE & DEPARTMENT REPORTS:**

1. East Berlin Area Community Center (EBACC) There was no report.

2. Abbottstown Paradise Joint Sewer Authority – Kevin Moul was not present. No report received.

3. Parks and Recreation Board – Ron L. Weidner stated that they are still working on easements. Jan Hoffman has been talking with Charlie Mallios and Skip Coxen. After looking at the map of the trail, Coxen is more in favor of the trail going along the creek. Our next meeting is Tuesday, August 9th.

 4. Emergency Management: Timothy D. Beard III stated that there have been no emergencies. He has been receiving messages from John Eline of Adams County Emergency Mgmt. concerning the heat.

5. Tax Board Reports: Timothy D. Beard III stated that the Tax Bureau has voted to stay with YATB for tax collection. At YATB, they continue to go after delinquent accounts. They also voted on a bereavement Program.

6. Road Master’s Report – Jay Livingston, Road Master, stated that they continue mowing, patching, fixing equipment and doing black topping. Black topping of the township parking lot was discussed.

7. COG Report – Jay Livingston stated that CPR renewal training is available. Stephanie A. Egger asked Jay Livingston to check into this for the township. They are also looking for ways to fund the Fire Companies.

8. East Berlin Joint Authority Report – Ron L. Weidner stated that they did not have a meeting last month. He will not be able to attend the next meeting; Stephanie A. Egger will ask for a copy of the minutes.

9. Finance Committee Report – Brian Campbell stated that they had a meeting on July 26th. The finances are in good shape. They will start working on the budget at the August 23rd meeting

10. East Berlin Library – No report received, Brian Campbell stated that the Grand Opening on Sunday, July 24th went really well. There were about 200 people there. During the month of June they had 11,000 circulation, that’s a new record.

**Engineer’s Report** – Chad Clabaugh; Township Engineer, from C.S. Davidson1. Foxtown Drive: There is a drainage issue, a roadside swale is almost flat and is becoming swampy. Chad Clabaugh would like to meet with Ron and Jay on Wednesday, August 3rd to assess the problem.

1. New Oxford Dollar General: C. S. Davidson has received a draft of the deed of dedication and has provided comments. C. S. Davidson approves the deed. Stephanie A. Egger showed the members the deed which was not signed. Stephanie suggested that we not sign the deed until they do. Ron L. Weidner made a **motion** not to sign the document at this time, until we have their signatures; and that we agree with the developers’ response. Action is table until the next meeting 9/12. Timothy D. Beard III second the motion. Motion carried.

2. Cedar Ridge: The streets have been paved except for the entrance to the development. C. S. Davidson provided inspection through construction. Reports were provided. C. S. Davidson is working with the developer and the Township to resolve the issue with drainage at the entrance. C. S. Davidson also received a deed of dedication, all comments were addressed. The Solicitor’s comments were also addressed. We also received a draft of the exhibit that goes with the deed of dedication on 7-29-2016 and provide comments that same day. Stephanie A. Egger mentioned that Burkentine is in arrears with the township invoices. These need to be paid. Chad Clabaugh will mention this to Burkentine. Ron L. Weidner stated that there are problems with the driveways that will need to be repaired. Ron L. Weidner & Chad Clabaugh will look at this when inspected. Decision was tabled until next meeting.

**Solicitor’s Report** – Ronald Tomasko, Attorney from the firm of JSDC Law Offices, presented his report of activity. Attorney Tomasko continues to work on the following cases:

1. Route 94 Motors: The Solicitor’s office resolved the matter with counsel for Rt. 94 Motors and the Court at a conference held on July 8, 2016 with an agreement by Rt. 94 Motors to pay $6,000 in fines and costs within 60 days and agreeing to resolve any outstanding issues on the property or be subject to further fines and costs.

2. Cross Keys Diner/Hensco: Hensco has voluntarily discontinued their civil rights case on June 20, 2016 and Judge Campbell ordered the case “Discontinued and ended” on June 21, 2016.

3. David Lease: The Commonwealth Court of Appeals has decided not to hear Mr. Lease’s case concerning the sewer issues and appeal from the SEO decision. Mr. Lease will have to pay the $48,000 sum in a lump payment.

**Zoning Officer’s Report** – PA Municipal Code Alliance Report for July 2016 was presented by Stephanie A. Egger. For July 2016 there were 3 violation notices, 2 Citations, 1 Criminal complaint, and 6 permits issued.

**MOTION TO PAY THE BILLS:**

Stephanie A. Egger presented the Board with a listing of the July 2016 bills to be approved for: General Fund $29,214.65 and Route 94 Sewer Fund $18,932.41. Ron L. Weidner made a **motion** to approve the bills as submitted. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

**PUBLIC COMMENTS:**

There were no comments.

**SUPERVISOR COMMENTS:**

**Ron:** Thank you for coming. Have a good Labor Day.

**Tim:** Thank you for coming. Have a good Labor Day.

**Steph:** Thank you for coming.

**Meeting Announcements:**

**Next Parks & Rec Committee Meeting – Tuesday, August 9th @ 7:00 pm**

**Next Planning Commission Meeting – Tuesday, August 16th @ 7:00 pm**

**Next Finance Committee Meeting – Tuesday, August 23rd @ 6:30 pm**

**Board of Supervisors Meeting – Monday, September 12th @ 7:00 pm (second Monday due to the**

**Labor Day weekend)**

**Adjournment**

Having nothing further to discuss, Ron L. Weidner made a **motion** to adjourn the meeting at 8:55pm. Timothy D. Beard III second the motion. Meeting adjourned at 8:55 pm

Minutes taken and transcribed by:

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Deborah A. Brogan

Secretary Hamilton Township