## Hamilton Township Board of Supervisors

**Regular Meeting Minutes**

**August 7, 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 Parliamentarian Stephanie A. Egger, Assistant Secretary Hannelore Furst, Melissa Kelso, ESQ, from Kelso Law LLC., Zoning Officer James Graham, and Roadmaster Don Blackburn.

**APPROVAL OF AGENDA PER ACT 65**: Stephanie Egger provided the agenda to the Board of Supervisors. Michael Strausbaugh requested Item #8 be withdrawn from the agenda. *A motion was made by* *Michael A. Strausbaugh to approve the agenda as revised with a second by* *Ronald L. Weidner.* ***The******motion was unanimously approved.***

**APPROVAL OF MINUTES**:

Minutes of the regular scheduled meeting of July 3, 2023, were presented, Jeremy Smith made a correction to the Public Comment-it should read Bob Kress asked that someone trim along 700 & Gun Club Road,

*Upon review of the minutes of July 3, 2023, regular meeting,* *a motion was made by Jeremy P. Smith to approve them as corrected with a second by Ronald L. Weidner.* ***Motion was unanimously approved.***

 **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. *A motion to table was made by Ronald L. Weidner with a second made by Michael A. Strausbaugh.* ***Motion was unanimously approved.***

**NEW BUSINESS:**

1. State Police: Stephanie Egger read the report for the month of June, there were a total of 58 incidents with ten criminals, two crashes, 44 service, and two no responses.
2. Northeast Adams Co. #32-Fire: Cory Lease reported for the month of July; there were a total of 29 incidents with one in Hamilton Twp. Cory Lease, Glenn Jansen, and Dustin Avery presented information on the history of Northeast Adams Fire & Rescue. Their outstanding debt currently is over $542,000; their net income minus expenses averages about $32,434 and the average cost per call is $860. They have been doing 30 fund raising events a year. They reported some of the future needs are station improvements, equipment & apparatus replacement, paid staffing, and insurance.
3. United Hook & Ladder Co. No. 33: None
4. Adams Regional EMS: None
5. Report of the mosquito population: Adams County Conservation sent a report on the mosquito population, they put out 212 traps in Adams County, in June and they caught 154 adults, they put out 247 traps, and so far in July they caught 154 adults.
6. Hamilton Township Tax Collector August Hours at the township building, 2 to 6 pm, August 22, 23, 24, 29, 30, and 31. This is the discount period which ends August 31st.
7. Appointment of Hannelore Furst as Assistant Treasurer. *A motion to table was made by Michael A. Strausbaugh with a second made by Ronald L. Weidner.* ***Motion was unanimously approved.***

**MEETING WAS RECESSED AT 7:20 PM**

**OPENED PUBLIC HEARING FOR ZONING AMENDMENT TO** **§150.98.DD AT 7:20 PM.**

Stephanie Egger read Amendment §150.98.DD, there were no public comments or discussion.

A roll call vote was taken to amend Ordinance §150.98.DD and delete §150.98.HH.

Ronald L. Weidner-YES, Jeremy P. Smith-YES, Michael A. Strausbaugh-AYE.

The amendment was passed as written.

**ADJOURNED PUBLIC HEARING AT 7:26 PM**

**REGULAR PUBLIC MEETING RECONVENED AT 7:26 PM**

1. A Zoning Hearing is scheduled for Tuesday, August 22 @ 7 pm. The hearing is requested by New Oxford Logistics, LLC for several variances in the Commercial Zone.
2. Volunteers are still needed for the Fall Fest to be held October 14th at the Old Adams County Fairgrounds. For more information contact Don Blackburn.
3. Adoption of Resolution No. 2023-14. Sheetz, Inc. is requesting the release of a security bond of $7,598.80. Upon recommendation of the Township Engineer, Chad Clabaugh, the total reduction of Bond #30016217 by Western Surety Company is in the amount of $7,598.80. *A motion was made by* *Ronald L. Weidner with a second made by Jeremy P. Smith to release the Bond.* ***Motion was unanimously approved.***
4. Our IT gentleman has offered to teach a basic computer course or computer safety/security class. The class would be one hour with Q & A after each session. The fee would be $15. Classes could be held during the day or evening. If interested, a sign-up sheet is available.

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

1. Recommendation to forward Zoning Amendments Article IV Agricultural Preservation and Rural Residential to the Solicitor for review. *A motion was made by Jeremy P. Smith with a second made by Ronald L. Weidner to forward to the Solicitor to review.*  ***Motion was unanimously approved.***

2. Recommendation for Conditional Approval for the DJ Homes Subdivision pending conditions 1,2,3,4, and 9 are met.

 1. Surveyor’s signature needs to be added.

 2. Proposed property corners need to be set prior to approval

 3. Owner’s signature needs added.

 4. Shared access and road maintenance agreement has been drafted, not yet recorded

 Needs to be recorded prior to final approval.

 9. A new draft deed needs to be submitted for review.

*A motion was made by Ronald L. Weidner with a second made by Michael A. Strausbaugh for conditional approval to DJ Homes Subdivision Plans.*  ***Motion was unanimously approved.***

3. Recommendation for the Board of Supervisors to conduct a public hearing and adopt §150.98.DD and delete §150.98 HH. This was done earlier in the meeting.

**COMMITTEE & DEPARTMENT REPORTS**:

1. East Berlin Area Community Center (EBACC): No representative present. No report.

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

3. Emergency Management: Paul Minnich is currently on medical leave for back surgery.

 Congratulations to Paul, he competed in the Mechanicsburg Good Old Days Music Competition and

 placed within the top five contenders.

4. YATB Tax Board Report: Jeremy P. Smith reported the total EIT collections are up 7.72%, and Tax Collection Services are up 5.54% over last year. Overall, the total tax collections are up 7.48% or $12,497,349. There were 60 civil suits and 882 criminal complaints filed for failure to file and they recovered $99,123 in taxes and legal fees. Through July they received $961,399 in interest, and the 2ND Qtr. 2023 operating statement shows excess income over expenses of $1,821,195. An amendment to YATB by-laws deals with the distribution of unallocated funds, it allows them to distribute the funds to membership without having to wait for board approval. This will get the money to the membership faster. Their next meeting is Oct 30.

5. ACTCC Tax Board Report: No action until November.

 6. Roadmaster’s Report: Don Blackburn reported they continue to mow and did some gutter cutting. Truck repairs were made, replacing pipes, crack sealing, tree cutting and clearing for site distance.

7. COG: No report.

8. East Berlin Area Joint Authority: Ronald L. Weidner reported the Authority is waiting for a response about the state grant. They received a $1,000,000 grant from Adams County, to extend or repair sewer lines.

**Engineer’s Report**: Chad Clabaugh, P.E. of C.S. Davidson was absent and Stephanie Egger read his report. **SUBDIVISION, LAND DEVELOPMENTS and STORMWATER PLAN REVIEW:**

* **DJ Homes Subdivision**-The revised plan reviewed with revision date 6-14 and title sheet revised on 7-20. Chad provided a review letter dated Aug. 3, 2023, with 6 comments. He also provided a revised security estimate for the remaining public improvements that will ride along with the remaining commercial lot.
* **Pennwood Products Development**-Reviewed the traffic impact study and provided a review letter. Attended the traffic scoping meeting on July 18, reviewed the minutes from that meeting and provided comments to the minutes.
* **New Oxford Logistics**- Coordinated the review of the traffic scoping documents along with TRG and provided a review letter. Chad attended the scoping meeting on July 17. Minutes haven’t been provided yet for review.
* **Royal Farms**-Revised traffic impact scoping documents were submitted on 7-31-2023 which are under review.
* **K-Hill, Kaiser, Summers Subdivision**-A concept drawing was provided at the July P.C. meeting which adds two lots next to, and addresses issues at the cul-de-sac. It is anticipated that a revised subdivision and land development plan will be provided with this concept for review soon**.**

**LAND DEVELOPMENTS and STORMWATER PLANS UNDER CONSTRUCTION:**

* **Pine Run Park Phase III -**Received a request for a security reduction from the application. Chad will schedule an inspection and will provide a recommendation for reduction to be considered at the September Supervisors Meeting.
* **Sheetz**-A final release of security was requested by the applicant. CSD provided a recommendation for release of security for consideration by the Township Supervisors.

**OTHER PROJECTS:**

* **Twp Office Survey**- Chad completed the deed research as well as reviews of neighboring recorded subdivisions necessary to complete the survey. The Upper Conewago Congregation, Inc. tracts were plotted and fit together in a deed mosaic to show the approximate alignment of the parcels. CSD completed the field survey the week of July 31. The next step is to complete the base mapping and create the subdivision plan set. CSD will try to complete the subdivision plan for acceptance at the August P.C. meeting which would allow for the plan to be approved by the P.C. in Sept. and the Supervisors in Oct. Worst case scenario, if the Aug. P.C. date can’t be accomplished, then CSD will submit the plan for acceptance at the at the September P.C. meeting which will allow the plan to be approved by the P.C. in Oct. and the Supervisors in Nov.
* **Beaver Creek Road Bridge** - Upon request from Lobar, CSD provided the survey CAD files to Lobar.
* **Cross Keys Intersection Traffic Study**-PennDOT approved funding for a traffic study at Cross Keys. They’ll be hiring a traffic engineering consultant. The only cost to the Township would be if the township wants CSD to be involved during the process. In the big scheme of things, it should be a negligible expense compared to the benefit of the PennDOT funded study. This study will include newly proposed developments in that area but isn’t specific to those, it’s a more global look. The study will be administered by the Adams County Office of Planning. CSD attended a meeting to develop some initial study parameters with the three townships in question (Hamilton, Oxford, and Berwick). CSD will provide minutes from that meeting.

**Solicitors Report:** Melissa Kelso, Esq. reported they are waiting for communications from K-Hill Properties representatives. The engineer is continuing to work on the church property.

**Zoning Officer’s Report:** James Graham reported he issued 8 Zoning Permits in June and for July he issued one Zoning Permit, a Stop Work order, and five complaints involving zoning and code enforcement.

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

**PUBLIC COMMENTS:** Jeff Wonder of 3960 Carlisle Pike questioned who would be paying for the replacement of his property pins. They were removed when the sewer line was put in by Ronca around 2001. He contacted the company and was told it was not their problem. He also contacted NOMA (who now owns the sewer lines) and they referred him to the township. There was a brief discussion. *A motion was made by Ronald L. Weidner with a second made by Michael A. Strausbaugh to have the solicitor contact Ronca (Contractor) concerning this matter.* ***The motion was approved unanimously.***

**COMMENTS from Board of Supervisors:**

**Ron:**  Thank you for coming out. Have a good holiday and be safe.

**Jeremy:** Thank you to everyone that came out. Be safe with the severe weather we are having.

**Mike:** Thank you to everyone that came out. Happy Labor Day.

**Meeting Announcements:**

Board of Supervisors, Regular meeting: Monday, September 11, 2023 @ 7 PM.

Planning Commission: Tuesday, August 15, 2023 @ 7 PM.

Zoning Hearing, Tuesday August 22, 2023 @ 7 PM

Budget Meeting: August 29, 2023 @ 7 PM.

**Adjournment:**

Having nothing further to discuss, *the motion to adjourn was made by Ronald L. Weidner at 7:53 PM and second by Jeremy P. Smith.* ***The vote was unanimous to adjourn.***

Minutes were recorded and transcribed by

Hannelore Furst

Assistant Secretary