**Hamilton Township Board of Supervisor’s**

**Regular Meeting Minutes**

**Monday, September 12, 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 August 1, 2016 Supervisor’s Meeting. Response was affirmative. Ron L. Weidner made a **motion** to accept the minutes as submitted. Timothy D. Beard III 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. We are still waiting for a response from Berwick Township.

4. Target & Firearms Ordinance: The Board was presented a copy of the Target/Firearms Ordinance. Timothy D. Beard III stated that the ordinance looks good, however he would like to remove: Location.B line from; “…but in no circumstances less….for all pistols.” After further discussion and no comments from the residents; Timothy D. Beard III made a **motion** to approve the advertising and public hearing to be held at the October 3rd Board meeting. Ron L. Weidner second the motion. Motion passed by unanimous vote. Attorney Ronald Tomasko will handle the advertising.

5. Bridge Update: At the August Board meeting, this item was tabled. Ron L. Weidner stated that we still have nothing to report and we have not heard from Paradise Twp. Ron L. Weidner will follow-up on Tuesday, 9/13/2016.

6. Township Newsletter: The Chairwoman informed the residents that the Township Newsletter is available at the Township Office and on-line at our Website. We have also provided some copies on the sign-in table.

**NEW BUSINESS:**

1. State Police: Stats for service in Hamilton Township for the month of August were presented. During the month of August there were 38 incidents; 10 criminal; 6 collisions, 22 service calls.

2. Liberty Fire Co. No. 11: Report for Hamilton Township was received for the month of August 2016. During the month of August there were 22 incidents; there were 3 incidents in Hamilton Township.

3. United Hook & Ladder Co. No. 33: Report for Hamilton Township was received for the months of July and August 2016. During the month of July there were 50 incidents, 5 were in Hamilton Township; during August there were 61 incidents; there were 5 incidents in Hamilton Township.

4. Adams Regional EMS, Inc.: Report for Hamilton Township was received for the months of July and August 2016. During the month of July there were 10 calls in Hamilton Township; during August there were 6 calls in Hamilton Township.

5. Hampton Fire Co. No. 10: Monthly Report for Hamilton Township for the month of August 2016 was presented by PJ Trimmer from Hampton. There were a total of 25 incidents, 2 were in Hamilton Township.

6. Resolution #2016-54: The Chairwoman stated that this Resolution needs to be approved confirming that our Emergency Mgmt. Plan is current through Adams County Emergency Mgmt. Services County Plan. Timothy D. Beard III made a **motion** to approve the Resolution. Ron L. Weidner second the motion. Motion passed by unanimous vote.

7. Community Shred Event: The Chairwoman informed the residents that ACNB Bank will be holding a Community Shred Event on September 24, 2016 at their location on 100 V-Twin Drive, Gettysburg. To register you must call ACNB. A copy of this flyer is on the bulletin board and on the sign-in table.

8. Pension Distress Scores: The Chairwoman informed the Board that we received notice that based on the information contained in the 2015 Act 205 Actuarial Valuation Report of the Nonuniform Pension Plan that was filed with Public Employee Retirement Commission (PERC) the Township distress score is “0.” Therefore, our Pension plan investments are good and the Board does not need to take any further action.

9. Hanover Hospital Advanced Life Support: Stephanie A. Egger stated that Hanover Hospital sent notice that Medic 51 will be moving to the Liberty Fire Co. in East Berlin on September 1st. The move will provide closer advance life support to an under-serviced area in parts of Northeastern Adams County and Northwestern York County. Medic 46 will still service New Oxford. This notice is posted on the bulletin board.

10. Electronics Recycling Program: The Chairwoman informed the Board and residents that we now have electronics recycling. Washington Township is opening the Electronics Recycling Program to include residents from outside of Washington Twp. The rate is $.45/pound with a minimum of $25. Flyers are on the sign-in table and posted on the bulletin board.

11. Cedar Ridge / Maintenance Bond: The Chairwoman stated that we need to take action to approve the Maintenance Bond amount recommended by C. S. Davidson for the Cedar Ridge Development. Stephanie A. Egger shared that we had a mix-up with the first document submitted, the amount was incorrect. We now have a corrected copy that is also signed. Timothy D. Beard III made a **motion** to approve the Maintenance Bond as submitted. Ron L. Weidner second the motion. Motion carried.

12. Cedar Ridge / Deed of Dedication: Stephanie A. Egger stated that we received the Deed of Dedication for Cedar Ridge Development. Chad Clabaugh has reviewed the document as well as Attorney Ronald Tomasko, both found it favorable and correct. Stephanie A. Egger explained that the township will take over the maintenance of these streets. We will earn Liquid Fuels money for these roads. Chad Clabaugh noted that this deed does not include Stormwater retention ponds. Action needs to be taken to accept the Deed of Dedication for Cedar Ridge Development. Chad Clabaugh stated that we should approve this Deed with the condition that the placement of signs is completed by the next Board meeting on October 3rd. Discussion: ADA requirements were discussed. Chad Clabaugh stated that approval of these requirements are not based on this condition. Ron L. Weidner made a **motion** to approve this Deed of Dedication with the mentioned condition (sign placement). Timothy D. Beard III second the motion. Motion carried.

14. Minimum Municipal Obligation for 2017 Pension (MMO): Stephanie A. Egger stated that we received the Township’s Pension Obligation amount for 2017. The amount is down from last year, due in January 2017 is the amount of $7,498.00. Timothy D. Beard III made a **motion** to approve the MMO amount for 2017. Ron L. Weidner second the motion. Motion passed by unanimous vote.

15. Compensation for members of the Planning Commission and Zoning Hearing Board: Stephanie A. Egger stated that she would like to recommend compensation for the Planning Commission and Zoning Hearing Board members. Stephanie A. Egger would like to recommend that each member receive $25.00 (Twenty-fie Dollars) for each meeting attended. Supervisors or other elected officials serving on these committees would be exempt. Discussion was had concerning the total cost. Timothy D. Beard III felt that the cost was not excessive for compensation to the volunteer members. Timothy D. Beard III made a **motion** to compensate the Planning Commission as stated. Ron L. Weidner second the motion. Motion carried. Timothy D. Beard III made a **motion** to compensate the Zoning Hearing Board members as stated. Ron L. Weidner second the motion. Motion carried.

16. Hampton Fire Co.: The Chairwoman stated that it has been suggested by the Finance Committee that the Township authorize an advance of the 2017 donation to Hampton Fire Co. in the amount of $6,000 (Six Thousand Dollars). This advance would be put towards the payment of the radios purchased by Hampton Fire Co. Their donation amount for 2017 would then drop to $2,000 (Two-Thousand Dollars). Ron L. Weidner made a **motion** to advance Hampton Fire the suggested donation. Timothy D. Beard III second the motion. Motion carried.

17. DEP Notice: Stephanie A. Egger stated that we received notice from DEP concerning the results of surveillance for *Aedes* mosquitoes, which have been found to be vectors of the Zika virus. A listing of activities to reduce mosquito activity is posted on the bulletin board.

18. Donation Request – EBACC: Stephanie A. Egger stated that East Berlin Borough is asking each municipality that participates with the East Berlin Area Community Center (EBACC), to make a specified donation towards a new roof for the Community Center Building. Our requested donation amount is $8,025.00 (Eight Thousand and Twenty Five dollars). Ron L. Weidner stated that this is not in our budget and asks why they need the money up-front before they put out the bid. Our general donation is $2,000 (Two-Thousand Dollars); would we deduct this front the amount being requested. Ron L. Weidner made a **motion** to table a decision until we see the bid award. Timothy D. Beard III second the motion. Motion carried.

19. New Oxford Chamber of Commerce (NOACC): Stephanie A. Egger stated that the Township received a request from New Oxford Chamber of Commerce asking the township to answer a survey concerning membership. We currently are not members. The survey will be filled out and returned.

20. PA Municipalities Pension Trust Election: The Chairwoman stated that the Township received a ballot from PSATS to elect a new Trustee to serve on the PA Municipalities Pension Trust Board. The nominee is Michael Keller and the ballot is due by 10/21/2016. Timothy D. Beard III made a **motion** to vote for the nominee and returned to PSATS. Ron L. Weidner second the motion. Motion passed by unanimous vote.

21. Resolution 2016-57: Stephanie A. Egger stated that action needs to be taken to approve this resolution appointing Mr. Torren Ecker as the Hamilton Township representative on the East Berlin Area Community Center Board (EBACC). His term shall run from 9/12/2016 – 12/31/2018. Timothy D. Beard III made a **motion** to approve the resolution. Ron L. Weidner second the motion. Motion passed by unanimous vote.

22. MS-4: Chad Clabaugh went over what the MS4 is and what the Township must do to satisfy DEP requirements. Chad Clabaugh stated that we may apply for waiver request that would save us $5K every year. The cost of the waiver is $2K and is due by 12/2016. If the waiver is denied the $2K would go towards the mapping costs. Timothy D. Beard III asked what are the benefits to the Township. Chad Clabaugh stated that we get cleaner water. After further discussion, Ron L. Weidner made a **motion** to go for the waiver; authorizing Chad Clabaugh to represent the Township. Timothy D. Beard III second the motion. Motion passed by unanimous vote.

23. Old Mill Road: Stephanie A. Egger asked Jay Livingston to address this issue. Jay Livingston stated the Old Mill Road needs to be re-constructed. Jay Livingston stated that they would like to hire Re-Con to roll out the dirt and mix in stone and then compact the road. Next year we can do tar and chip. Jay Livingston stated that we would like to use Liquid Fuels money to pay for this project, but it requires that the road be 16 ft. wide.

Ron L. Weidner stated that he has talked with Virginia Zickafoose and she is willing to swap land for land to help improve the curves on Old Mill Rd. Ron L. Weidner stated that we could fill the potholes with black-top until we decide what is to be done. We should make it as good as we can until we decide what to do next spring.

Stephanie A. Egger stated that if the residents want a road of only 12 ft., we would have to use General fund monies and that would mean an increase in taxes.

Jay Livingston stated that we need a final price from Re-Con. Nothing further was discussed and no action taken.

**PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF**

**ACTIVE PLANS:**

**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. Our next meeting is Tuesday, September 13th.

4. Emergency Management: Timothy D. Beard III stated that there have been two major accidents that he attended. He was also involved in a gas leak incident on Route 94. He stated that the Gas Co. and the Fire Co. did a great job and were very cooperative.

5. Tax Board Reports: Timothy D. Beard III stated that the YATB Finance Committee has been reviewing their budget and have found that expenses have been low. This means that the municipalities will be receiving a refund.

6. Road Master’s Report – Jay Livingston, Road Master, stated that they continue mowing and patching. They black topped the township parking lot. They have also been cleaning out side gutters and culverts.

7. COG Report – Jay Livingston stated that there wasn’t much to report. At the last meeting the speaker did not show up.

8. East Berlin Joint Authority Report – Ron L. Weidner stated that all is going well. They are looking into getting pricing for painting the water tank.

9. Finance Committee Report – Brian Campbell stated that they had a meeting on August 23rd. The finances are in good shape. They have started working on the 2017 budget and hope to have the budget ready to present at the November Board meeting.

10. East Berlin Library – No report received, Brian Campbell stated that things are fine, circulation is increasing.

**Engineer’s Report** – Chad Clabaugh; Township Engineer, from C.S. Davidson. Chad Clabaugh stated that he has no report. We have already discussed Cedar Ridge. Other than this there isn’t much to report.

**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. David Lease: A hearing was held before MDJ Little on September 12, 2016 due to Mr. Lease’s continued failure to abide by applicable zoning at 186 Gun Club Road. This case has been won.

2. Zufrienden Acres Family: An Order was issued by Judge Wagner on July 19, 2016 ordering the Defendant to pay a fine and awarded attorney’s fees. Zufrienden has filed an appeal. A relisted MDJ hearing has been continued to November.

3. Continue to work on various liens.

**Zoning Officer’s Report** – PA Municipal Code Alliance Report for August 2016 was presented by Stephanie A. Egger. For August 2016 there were 3 violation notices, 2 Citations, and 10 permits issued.

**MOTION TO PAY THE BILLS:**

Stephanie A. Egger presented the Board with a listing of the August 2016 bills to be approved for General Fund and Route 94 Sewer Fund. 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:**

1. PJ Trimmer, Hampton Fire Co. He informed the Board the Hampton Fire Co., Liberty Fire Co. and Lake Meade Fire Co., are talking about merging. Stephanie A. Egger asked that they keep us informed.

**SUPERVISOR COMMENTS:**

**Ron:** Route 94 Getty area has been cleaned up and gated. Something will be done with Old Mill Road. At the next Board meeting we will have a hearing for the Target Ordinance.

**Tim:** Thank you for coming. It has been a busy month.

**Steph:** Thank you for coming and for your support. Trick or Treat will be held on October 31st from 6:00-8:00 pm.

**Meeting Announcements:**

**Next Parks & Rec Committee Meeting – Tuesday, September 13th @ 7:00 pm**

**Next Planning Commission Meeting – Tuesday, September 20th @ 7:00 pm**

**Next Finance Committee Meeting – Tuesday, September 27th @ 6:30 pm**

**Board of Supervisors Meeting – Monday, October 3rd @ 7:00 pm**

Executive meeting: Stephanie A. Egger called for an executive meeting to be held after adjournment to discuss legal matters.

**Adjournment**

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

Minutes taken and transcribed by:

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Deborah A. Brogan

Secretary Hamilton Township