

Hamilton Township Board of Supervisors
Regular Meeting Minutes
Monday, September 14, 2020

CALL TO ORDER: The meeting was called to order at 7:00 PM with the Pledge of Allegiance by Stephanie A. Egger.

Supervisors present were Ronald L. Weidner, Timothy D. Beard, III and Michael A. Strausbaugh. Also present were Ronald T. Tomasko, ESQ, Chad Clabaugh, P.E of C. S. Davidson, Inc., Parliamentarian Stephanie A. Egger and Assistant Secretary Jessica Baim.

APPROVAL OF MINUTES:

Regular Scheduled Meeting, August 3, 2020

*Upon review of the minutes of the August 3, 2020 meeting a motion was made by Ronald L. Weidner and a second by Timothy D. Beard, III. **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 towels, blankets, toys, etc. in good condition.
2. Ronald McDonald House : The Township continues to collect glossy paper magazines, glossy newspaper inserts, etc.
3. Bridge Update: No update. But there will be a discussion on this matter later in this meeting.
4. The Board of Supervisors held an Executive Session on Wednesday, September 2nd for the purpose of personnel discussion.

NEW BUSINESS:

1. State Police: Stephanie A. Egger read the reports for the months of July and August 2020. For July there was a total of 76 calls. Reports: 18 Criminal, 4 Crashes, 51 Service Calls and 3 requiring no response. For the month of August there was a total of 52 calls. Reports: 6 Criminal, 3 Crashes, 42 Service Calls and 1 requiring no response.
2. Northeast Adams Fire Co. #32-FIRE: Stephanie A. Egger read the reports for the month of August 2020. For the month of August there were a total of 31 incidents with two incidents in Hamilton Township.
3. Northeast Adams Fire Co. #32- EMS: Stephanie A. Egger read the reports for the month of August 2020. For the month of August there were 117 incidents with nine in the Township.
4. United Hook & Ladder Co. No. 33: Stephanie A. Egger read the reports for the month of August 2020. There were 61 incidents with two occurring in Hamilton Township.
5. Adams Regional EMS, Inc.: Stephanie A. Egger read the reports for the months of July and August 2020. For the month of July there was a total of 751 incidents with 18 incidents in Hamilton Township. For the month of August there was a total of 665 with seven in Hamilton Township.

6. Letter from Oxford Township Board of Supervisors-Jeremy S & Jayme King Subdivision: Stephanie A. Egger reviewed the letter received from Oxford Township which indicates Oxford Township received a five-lot subdivision submittal from Jeremy S. & Jayme King located on Oxford road. The parcel contains approximately 132 acres with approximately 60 acres in Hamilton Township and 72 acres in Oxford Township. The proposed lots lie in Oxford Township only. The Oxford Township Board of Supervisors is requesting that Hamilton Township BOS sign the approved final plan. Should there be any questions or concerns from Hamilton Township during the review process by Oxford Township they will send those questions/concerns to the Oxford Township Planning Commission for their review in a timely manner. Ronald Weidner verified with Chad Clabaugh of C.S. Davidson that he saw this plan. Chad Clabaugh indicated that he does not represent Oxford, but he did see this through their engineer whom he works with and this is completely within Oxford Township. Chad Clabaugh of C.S. Davidson did inform that Scott Weaver, Zoning Officer and himself received another/new plan for Hamilton Township subdivision from this resident. Chad Clabaugh said that Oxford may want to review the new Hamilton plan since parent tract is in their Township. *A motion was made by Ronald L. Weidner to approve with a second by Michael A. Strausbaugh. **Motion was approved.***

7. Robin Heiser, Board President of East Berlin Area Community Center (EBACC): Robin Heiser thanked the Board of Supervisors for the new EBACC Hamilton Township representative Cyndi Bisacre . Along with Robin was a long-term volunteer Karen Wire who has been there since the beginning of EBACC. EBACC is looking for input, opinions, or what they should/ should not do. Robin dropped off a prior letter to Hamilton Township showing the status of the program. EBACC was to obtain the title in 2005 and nothing happened. Within the last ten years they have been trying to obtain the title without success. In the beginning of EBACC every Township put money in and formed a partnership. In 2016 they created a commission meeting group that was to address the title ownership and the Township partnerships. After four meetings it dissolved, and a Board of Directors was created. All the utilities, programs, and expenses have been paid through EBACC funds and the Hamilton Township funds have been taking care of the building and maintenance. The building currently is in needs of repairs; the back wall has been collapsing since 1992 needs shored up, drainage issues in the backside of the building, and three/four areas need to be stabilized on the front of the building. With everything that the building needs now and within the next 10-15 years EBACC estimates around one million dollars to a million and a half dollars for repairs. EBACC cannot come to agreement with East Berlin and they informed they are not giving EBACC the title. Michael Strausbaugh asked Robin if the agreement was written with EBACC. Robin informed the agreement with East Berlin Borough was not written down and was a handshake/verbal agreement that EBACC would receive the title once the mortgage was paid off. EBACC did find some agreements and within those agreements said that Hamilton would receive some of the donations back if East Berlin would sell the building. If East Berlin would sell the building EBACC would be given a year to raise funds to bid for the building at a public sale. Timothy D Beard III asked if they apply for grants and loans. Robin responded that EBACC does have a grant writer and they do receive some grants. They are not government owned, so they do not qualify for a lot of grants. When it comes to loans EBACC does not have collateral since they do not own the building so banks will not approve them. They are also concerned that if they receive the title for the property that they will have to apply for tax exemption and they are not guaranteed that will occur, so they still may be faced with the property taxes each year which could total around \$90,000 per year. They are not sure if they should continue to put money into this property or relocate which would be roughly a ten-year capital project. Timothy D. Beard voiced his pleasure with what they are doing and reviewed the fact EBACC offers a lot for the senior citizens and younger age bracket. Michael A. Strausbaugh thanked Robin for everything they do and have done for the community. Robin requested follow up by next meeting. She then excused herself as she was off to Paradise Township to review with them the status. ***Motion was unanimously Tabled.***

8. FYI Letter from FEMA: Letter dated 8/18/2020 informing the BOS that the revisions to the Township's Floodplain Management Ordinance as amended brought the ordinance into compliance with the National Flood Insurance Program (NFIP) as a result of the Adams County updated Flood Insurance Rate Map (FIRM) release

on July 22, 2020. Your efforts toward reducing future flood losses in the Township of Hamilton are commendable.

9. Resolution No. 2020-47: A resolution to approve transfer of Money Market funds to Certificates of Deposit with Adam County National Bank. Per the break down of \$250,000.00 into an ACNB Certificate of Deposit for three years, \$200,000.00 into an ACNB Certificate of Deposit for two years, and \$64,000.00 into an ACNB Certificate of Deposit for one year. *A motion was made by Timothy D. Beard, III to approve with a second by Ronald L. Weidner .* ***Motion was unanimously approved.***

10. 2021 ESTIMATED ALLOCATION FOR MUNICIPAL LIQUID FUELS AND TURNBACK. The estimates are \$125,702.19 for Liquid Fuels and \$10,000.00 for the turnback of Peepytown Road.

11. Bridges in Hamilton: Chad Clabaugh, P.E. from C. S. Davidson, Inc. reviewed an email he received about the bridges within the Township since he is the Township's engineer on record with PennDOT. Some of the Township's bridges are on the states radar to monitor and some are on the Township to monitor. One of the requirements of the Township is to maintain the bridges under 20 feet wide, these include locations on Protectory, Home, St. Mary, and Jacobs Mill Roads. Bridges over 20 feet wide are on a state program which are monitored by HRG in York County and by Pennoni in Adam's County. Chad Clabaugh from C.S. Davidson indicated that one of the bridges on Beaver Creek Road is a priority 1 which means the Township has 6 months to correct the issues or report back to PENNDOT a schedule/plan on making the corrections. PennDOT could close this bridge if the corrections or plans are not provided. This bridge is shared with Paradise Township who has been informed about this issue six months ago and no response. The estimated cost of repairing this bridge is \$200,000.00. This is box beam bridge; the abutments are in good condition, but the deck is in poor shape. The breakdown of the cost is \$150,000.00 for construction and \$50,000.00 for permits and design roughly. When a bridge is priory one, they are to be inspected every six months. Chad Clabaugh from C.S. Davidson is willing to sit down and review all the bridges within the Township and set up an inspection report program. Chad Clabaugh indicated that the Township staff could use CSDatum and scores of stream crossing to start to create the inventory for the small span bridges, and culverts. Once the inventory is done Chad Clabaugh from C.S. Davidson suggested Hamilton sit down with Paradise and offer a connectivity study where a Township can vacate or close the roadways based on the results. Ronald Weidner indicated that there are bridges on Home Road and Protectory that need replaced. Ronald Weidner voiced his concern over the costs associated with all these bridge issues and concerns. Chad Clabaugh informed that if this bridge is not addressed, PennDOT can pull the Liquid Fuels funds the Township is currently receiving. Ronald Weidner informed that Chemung supply was at the Township building last week and informed of an aluminum bridge option. Ronald Weidner is to contact Chemung to obtain more information and pricing. Ronald Weidner along with Tom Barrows, Hamilton Township Road Master will visit the Road Master from Paradise Township-Lance Biesecker on September 14, 2020 to review the joint Beaver Creek road bridge concerns/issues. Ronald Weidner will follow up with the Township on the conversation. *A motion was made by Ronald Weidner to table with a second by Timothy D. Beard, III.* ***Motion was unanimously approved.***

12. Approval of Contract with Baker's Lawn & Landscaping to mow vacated properties within the Township. *A motion was made by Michael A. Strausbaugh to approve with a second by Timothy D. Beard, III .* ***Motion was unanimously approved.***

13. Ballot for Election of Trustees to the UC Group Trust: Voted for Jack M. Hines and Tim Horner. *A motion was made by Timothy D. Beard, III to approve with a second by Ronald L. Weidner.* ***Motion was unanimously approved.***

14. Ballot for Election of Trustees to the Board of Trustees of the Municipal Pension Trust: Voted for Jack M. Hines and Tim Horner *A motion was made by Ronald L. Weidner to approve with a second by Timothy D. Beard, III .* ***Motion was unanimously approved.***

15. Ballot for Election of Trustees of the PSATS Health Cooperative Trust: Voted for Jack M. Hines and Tim Horner *A motion was made by Michael A. Strausbaugh to approve with a second by Timothy D. Beard, III. Motion was unanimously approved.*

Other business to come before the Board of Supervisors:

There was no other business before the BOS.

An Executive Session to be held after BOS meeting to discuss municipal properties.

PLANNING COMMISSION RECOMMENDATIONS AND STATUS OF ACTIVE PLANS:

Seibert Subdivision: Recommendation for conditional approval for the Final Subdivision Plan. The Planning Commission prefers the property owner review the prior plan providing 175 feet street frontage. The board prefers that plan. The property is located at 245 Forest Drive, New Oxford. Approval is recommended upon the completion of conditions provided by the Township engineer in his comment later dated July 22, 2020. #3 the Certificate of Ownership, Plan Acknowledgement and offer of Dedication signed by the owner(s) and notarized. #4 A planning module (non-building waiver) should be filed (Saldo §120-14.B (2)). #6 A consolidated deed provided to Hamilton Township/C.S. Davidson, Inc. The submitted plan would result in the subdivision of a 55.14 -acre parcel into a Commercial District 1.00-acre lot for purposes of a lot addition to a neighboring parcel and a 54.14-acre remainder lot. Signature for Planning Waiver & Non-Building Declaration for Seibert-Rothenfoefer Subdivision. Lot Shall be a non-building lot, no portion of this property/subdivision is approved by Hamilton Township or the Department of Environmental Protection for the installation, construction, connection to, or use of any sewage collection, conveyance, treatment or disposal system (except for repairs to existing systems) unless the Municipality and DEP have both approved sewage facilities planning for the property/subdivision. *A motion was made by Michael A. Strausbaugh for a Final-Conditional approval with a second by Timothy D. Beard, III . Motion was unanimously approved.*

COMMITTEE & DEPARTMENT REPORTS:

1. East Berlin Area Community Center (EBACC): Currently has two open positions Abbottstown-Hamilton-listed in Merchandiser. Currently working on next flyer with a deadline of October 1st to be direct mailed on November 9, 2020. One open Hamilton Township volunteer position available.
2. Abbottstown Paradise Joint Sewer Authority: No report.
3. Parks and Recreation Committee: No meeting.
4. Emergency Management: Training quarterly meeting on September 21, 2020.
5. YATB & ACTCC Tax Board Report: Taxes are still coming in at a rate slightly higher than 2019. ACTCC are virtual meetings with the next one scheduled November.
6. Road Master's Report: Ronald Weidner reported the crew hopefully completed final mow for this year. Fixed holes on Forest and Locust Lane. Tile to be replaced on Bourgh Road. Tile is done on Forest Drive.
7. COG: Stephanie A Egger: Meeting cancelled. No report.
8. East Berlin Joint Authority: Meeting was held on 9/8/2020, refinancing Penn Vest loan, looking at refurbishing the East Berlin water tower, the old Nell's store is being converted into townhouse and they reserved the EDU's. The old Buttercup Farm, working on logistics of sewer and water lines.

9. East Berlin Library: No report

Engineer's Report – Chad Clabaugh, C.S. Davidson, Inc gave his September 2020 report.

Subdivision, Land Development & Stormwater Plan Review:

1. Inners Amusements (Adams Co. Fairgrounds) – CSD received a request to review the Traffic Impact Study for this project. CSD will provide comment in the coming days/weeks. (6-12-month process)
2. Eisenhart Subdivision – CSD issued a letter dated 8-7-2020 with 15 comments. The main issue is that this subdivision proposes a lot which does not have frontage on a public street. The applicant's surveyor indicated that the property owner will be addressing the Township seeking relief from this requirement.
3. Seibert Lot 3 Subdivision – CSD issued a letter dated 7-22-2020 with 6 comments. The plan was conditionally approved at the Aug. P.C. meeting. CSD summarized the status of the new project representative in an e-mail dated 9-1-2020 .

Land Developments and Stormwater plans under construction:

1. Old Mill Road Wedding Venue– The applicant contacted CSD to see if there is any way of eliminating the fencing. CSD responded that the only way is to reduce the stored water level to below 2' and offered a few suggestions to accomplish that. The next step is for the applicant's engineer to make revisions if possible.
2. Cedar Ridge Subdivision and Land Development – CSD was notified that the final items were addressed and that a Notice of Termination has been filed with the Conservation District for the closeout of the Stormwater Basin. CSD will perform an inspection and will provide advice to the Township for reduction/release of security in the coming days/weeks.

Other Projects:

1. Bridge Work –CSD provided a report on status of miscellaneous Bridge Inspections in an e-mail dated 9-8-2020. Additional discussion on this item is needed.

Solicitor's Report- Attorney Tomasko presented his monthly report which included continued review of David Lease Bankruptcy for the properties located at 160 Gun Club Road, 186 Gun Club Road, and 1145 The Spangler Road. Noted communication with Township officials over miscellaneous legal matters including grass cutting invoices for Sparkysa, LLC.

Scott Weaver, Zoning Officer's Report –Nine permits were issued for August 2020 and six UCC permits were required and three did not require a UCC permit.

MOTION TO PAY THE BILLS: *Motion to pay the bills for the General Fund was made by Ronald L. Weidner and second by Michael A. Strausbaugh. The motion was approved unanimously.*

PUBLIC COMMENTS: Question about possible fiberglass bridge? Ronald Weidner to investigate that as an option. Also reaching out to Chemung about a metal cylinder for another option.

SUPERVISOR COMMENTS:

Ron: Thank you, hope to see everyone next month. Hope everyone had a good Labor Day and next two weeks till next meeting.

Tim: Thank you, appreciate everyone. Hope you had a good Labor Day. Volunteers needed for election, as he was volunteered to cover phone contacting.

Mike: Thank you all for coming. Be safe.

Meeting Announcements:

Board of Supervisors, Monday, October 5, 2020 @ 7PM

Parks and Recreation Board, Tuesday, October 13, 2020 @ 7 PM

Planning Commission, Tuesday, September 15, 2020 @ 7 PM

Budget/Finance Workshop: Tuesday, September 22, 2020 @ 6:30 PM

Adjournment

Having nothing further to discuss, Motion to adjourn was made by Ronald L. Weidner and second by Timothy D. Beard, III. ***The vote was unanimous to adjourn.***

We adjourned at 8:52 PM.

Minutes were recorded and transcribed by

Jessica Baim
Assistant Secretary