

Hamilton Township
Re-organizational Meeting Agenda
Tuesday, January 2, 2024

CALL TO ORDER: The meeting was called to order at 6:30 PM with the Pledge of Allegiance by Board of Supervisor Chairman, Ronald L. Weidner.

Supervisors present were Ronald L. Weidner, Jeremy P. Smith, and Ryan M. Groft.

Also present were Melissa Kelso, ESQ, from the Firm Kelso Law LLC., Chad Clabaugh, P E from the firm C. S. Davidson, Inc., Megan Carper, Secretary/Treasurer, Hanna Furst, Assistant Secretary.

First Order of Business - Year 2024:

Appoint Temporary Secretary: *Ronald L. Weidner appointed Megan Carper as Temporary Secretary.*

Second Order of Business – Year 2024:

1. Appointment of Chairman. *Jeremy P. Smith made a motion to appoint Ronald L. Weidner as Chairman of the Board of Supervisors with a second made by Ryan M. Groft. **Motion carried unanimously.***
2. Appointment of Vice-Chairman. *Ronald L. Weidner made a motion to appoint Jeremy P. Smith as Vice-Chairman of the Board of Supervisors with a second made by Ryan M. Groft. **Motion carried unanimously.***
3. Appointment of Secretary/Treasurer. *Jeremy P. Smith made a motion to appoint Megan Carper as Secretary/Treasurer with a second made by Ronald L. Weidner. **Motion carried unanimously.***
4. Appointment of Assistant Secretary and Assistant Treasurer. *Ronald L. Weidner made a motion to appoint Hanna Furst as Assistant Secretary and Assistant Treasurer with a second made by Jeremy P. Smith. **Motion carried unanimously.***
5. Appointment of Road Master. *Ronald L. Weidner made a motion to appoint Don Blackburn as Road Master with a second made by Jeremy P. Smith. **Motion carried unanimously.***
6. Appointment of Solicitor, Melissa Kelso ESQ, and adoption of the 2024 fee schedule. *Ronald L. Weidner made a motion to appoint Solicitor Melissa Kelso, ESQ, and adopt the 2024 fee schedule with a second made by Jeremy P. Smith. **Motion carried unanimously.***
7. Appointment of Kara Haggerty, ESQ from the Law Offices of Peter J. Russo, PC as the Alternate Solicitor in the absence of the appointed Solicitor. *Ronald L. Weidner made a motion to appoint Kara Haggerty, ESQ from the Law Offices of Peter J. Russo, PC as the Alternate Solicitor in the absence of the appointed Solicitor with a second made by Jeremy P. Smith. **Motion carried unanimously.***
8. Appointment of Township Engineer, C. S. Davidson, Inc., Chad Clabaugh P.E. *Ronald L. Weidner made a motion to appoint Chad Clabaugh P.E. as Township Engineer, C. S. Davidson, Inc., with a second made by Jeremy P. Smith. **Motion carried unanimously.***
9. Appointment of the Zoning Hearing Board Solicitor, John Baranski, ESQ of the firm MPL Law Firm, LLP. *Ronald L. Weidner made a motion to appoint John Baranski, ESQ of the firm MPL Law Firm, LLP, as Zoning Hearing Board Solicitor, with a second made by Jeremy P. Smith. **Motion carried unanimously.***
10. Appointment of Paul Minnich as the Emergency Management Coordinator for Hamilton Township. *Jeremy P. Smith made a motion to appoint Paul Minnich as the Emergency Management Coordinator for Hamilton Township with a second made by Ryan M. Groft. **Motion carried unanimously.***

11. Appointment of Deputy Emergency Management Coordinators for Hamilton Township. 1st Douglas Fishel 2nd Tom Barrows 3rd Don Blackburn. *Ronald L. Weidner made a motion for the appointment of Deputy Emergency Management Coordinators for Hamilton Township: 1st Douglas Fishel, 2nd Tom Barrows, and 3rd Don Blackburn with a second made by Jeremy P. Smith. **Motion carried unanimously.***
12. Appointment of Jeremy P. Smith as the YATB representative and Ryan M. Groft as the alternate representative. *Ronald L. Weidner made a motion to appoint Jeremy P. Smith as the YATB representative and Ryan M. Groft as the alternate representative with a second made by Ryan M. Groft. **Motion carried unanimously.***
13. Appointment of Jeremy P. Smith as the representative to the ACTCC and Ryan M. Groft as the alternate representative. *Ronald L. Weidner made a motion to appoint Jeremy P. Smith as the representative to the ACTCC and Ryan M. Groft as the alternate representative with a second made by Ryan M. Groft. **Motion carried unanimously.***
14. Appointment of Mel Lebo as the Board of Supervisors Vacancy Chairman for the year 2024. *Jeremy P. Smith made a motion to appoint Mel Lebo as the Board of Supervisors Vacancy Chairman for the year 2024 with a second made by Ronald L. Weidner. **Motion carried unanimously.***
15. Appointment of the voting delegate to the PSATS 2024 Annual Educational Conference held on April 14-17, 2024. *Jeremy P. Smith made a motion to appoint Megan Carper as the voting delegate for the PSATS 2024 Annual Educational Conference, with Ronald L. Weidner seconding, and the motion to approve attendance for Megan Carper, Jeremy P. Smith, and Ryan M. Groft, subject to their availability. **Motion carried unanimously.***
16. Resolution #2024-01: Appointment of the Depository for township funds for the year 2024. ACNB and Members 1st Federal Credit Union. *Ronald L. Weidner read Resolution 2024-01. Ronald L. Weidner made a motion to approve Resolution 2024-01 with a second made by Jeremy P. Smith. **Motion carried unanimously.***
17. Zoning Hearing Board Appointment—Dustyn Speelman. *Ronald L. Weidner made a motion to appoint Dustyn Speelman to the Zoning Hearing Board term Jan 2024 - Dec 2026 with a second made by Ryan M. Groft. **Motion carried unanimously.***
18. Appointment of Right to Know Officer, Megan Carper and Hannelore Furst as the Deputy Right to Know Officer. *Ronald L. Weidner made a motion to appoint Megan Carper, Right to Know Officer, and Hannelore Furst as the Deputy Right to Know Officer with a second made by Jeremy P. Smith. **Motion carried unanimously.***
19. Appointment of Megan Carper as the PSATS Pension Plan Administrator. *Ronald L. Weidner made a motion to appoint Megan Carper as PSATS Pension Plan Administrator with a second made by Jeremy P. Smith. **Motion carried unanimously.***
20. Appointment of Timothy Wargo as the Township SEO and Christopher Hoover of Hoover Engineering as the alternate SEO. *Ronald L. Weidner made a motion to appoint Timothy Wargo as the Township SEO and Christopher Hoover of Hoover Engineering as the alternate SEO with a second made by Jeremy P. Smith. **Motion carried unanimously.***
21. Resolution # 2024-02: Establish the Tax Collector wage for 2024. *Ronald L. Weidner read Resolution # 2024-02. Ronald L. Weidner made a motion to approve Resolution 2024-02 establishing tax collectors' wages at 5% of the total taxes collected with a second made by Jeremy P. Smith. **Motion carried unanimously.***
22. Resolution 2024-03: Appoint Deputy Tax Collector: *Ronald L. Weidner read Resolution # 2024-03. Ronald L. Weidner made a motion to approve Resolution 2024-03 establishing Shelby L. Jenkins as Deputy Tax Collector with a second by Jeremy P. Smith. **Motion carried unanimously.***

23. Appointment of PMCA as the Building Codes Inspection Agency for Hamilton Township and the adoption of the 2024 fee schedule. *Jeremy P. Smith made a motion to appoint PMCA as the Building Codes Inspection Agency for Hamilton Township and adopt the 2024 fee schedule with a second made by Ronald L. Weidner. Motion carried unanimously.*

24. Resolution # 2024-04: Directing the Emergency Succession of Township Officers for continuity of township government in case of disaster. Ronald L. Weidner read Resolution # 2024-04. *Jeremy P. Smith made a motion to approve the Emergency Succession of Township Officers, Resolution #2024-04 with a second made by Ronald L. Weidner. Motion carried unanimously.*

25. Schedule of Holidays and Office Closures for 2024. *Ronald L. Weidner made a motion to approve the schedule of Holidays and Office Closures for 2024 with a second made by Jeremy P. Smith. Motion carried unanimously.*

26. Meeting Schedules for the 2024 year. *Ronald L. Weidner made a motion to approve the meeting schedule for the 2024 year with a second made by Jeremy P. Smith. Motion carried unanimously.*

27. Resolution # 2024-05: Establish the Tax Rates for the year 2024. Ronald L. Weidner read Resolution # 2024-05 to set tax rates for the township as follows:

Real Estate Millage	.7345
Per Capita Tax	\$5.00
Local Services Tax	\$52.00
Discount Percentage	2%
Penalty Percentage	10%
Realty Transfer Tax	.50%
Earned Income Tax (EIT)	1.5% Conewago Valley School District 1.7% Bermudian School District

Ronald L. Weidner made a motion to approve Resolution # 2024-05 with a second made by Jeremy P. Smith. Motion carried unanimously.

28. Resolution #2024-06: Fee Schedule for the 2024 year. Ronald L. Weidner read Resolution #2024-06. *Ronald L. Weidner made a motion to adopt Resolution #2024-06 fee schedule for the 2024 year with a second made by Jeremy P. Smith. Motion carried unanimously.*

29. Resolution #2024-07: Acknowledgment of CD Funds Transfer to General Fund Checking Account. Ronald L. Weidner read Resolution #2024-07. *Ronald L. Weidner made a motion to approve Resolution #2024-07, acknowledging the transfer of funds from the CD accounts to the General Fund Checking Account with a second by Jeremy P. Smith. Motion carried unanimously.*

30. Resolution #2024-08: Transfer of Certificate of Deposit (CD) to Business Money Market. Ronald L. Weidner read Resolution #2024-08. *Ronald L. Weidner made a motion to approve Resolution #2024-08 for the transfer of the Certificate of Deposit (CD) to the Business Money Market account with a second by Jeremy P. Smith. Motion carried unanimously.*

31. Resolution #2024-09: Transfer of Funds from ACNB to Members1st Credit Union. Ronald L. Weidner read Resolution #2024-09. *Ronald L. Weidner made a motion to approve Resolution #2024-09, authorizing the transfer of funds from ACNB to Members1st Credit Union with a second by Jeremy P. Smith. Motion carried unanimously.*

PUBLIC COMMENTS: No comments.

Adjournment:

*A Motion to adjourn was made at 6:56 PM by Jeremy P. Smith and second by Ronald L. Weidner. **The vote was unanimous to adjourn.***

Minutes were recorded and transcribed by

Megan Carper

Megan Carper

Secretary/Treasurer