

**HAMILTON TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
October 7, 2024**

CALL TO ORDER: The meeting was called to order at 7:00 PM by Ronald L. Weidner. In attendance were Supervisors Ronald L. Weidner, Jeremy P. Smith, and Ryan M. Groft. Also present were Chad Clabaugh, P.E., from C.S. Davidson, Inc. and Secretary/Treasurer Megan Carper. Solicitor Melissa Kelso was not present.

APPROVAL OF AGENDA PER ACT 65: Ronald L. Weidner provided the agenda to the Board of Supervisors. *Jeremy P. Smith made a motion to approve the agenda as written. The motion was seconded by Ryan M. Groft. **The motion was unanimously approved.***

APPROVAL OF MINUTES: Minutes of the regularly scheduled meeting on September 9, 2024, were presented. One correction was noted: the term "approve the agenda" was changed to "approve the minutes." *Jeremy P. Smith made a motion to approve the minutes with the correction. The motion was seconded by Ryan M. Groft. **The motion was unanimously approved.***

PUBLIC COMMENTS: No public comments were made at this time. Ronald L. Weidner announced that public comments would be welcomed after each agenda item.

OLD BUSINESS:

1. **Comcast Franchise Agreement:** Comcast has not yet responded. *Ronald L. Weidner made a motion to table the Comcast Franchise Agreement until the next meeting. The motion was seconded by Jeremy P. Smith. **The motion was unanimously approved.***

NEW BUSINESS:

2. **Foreign Fire Relief 2024 Allocation Distribution:**
 - a. United Hook & Ladder Co. #33 (87.5%) - \$16,217.14
 - b. Northeast Adams Fire Co. #32 (12.5%) - \$2,316.74*Jeremy P. Smith made a motion to allocate the Foreign Fire Relief funds. The motion was seconded by Ronald L. Weidner. **The motion was unanimously approved.***
3. **Township Annual Contribution to Local Fire Companies Distribution:**
 - a. United Hook & Ladder Co. #33 (87.5%) - \$70,000
 - b. Northeast Adams Fire Co. #32 (12.5%) - \$10,000*Ronald L. Weidner made a motion to allocate the annual contributions for the fire companies. The motion was seconded by Jeremy P. Smith. **The motion was unanimously approved.***
4. **2024 Annual Contributions to Non-Profits:**
 - a. East Berlin Area Community Center (EBACC) - \$5,000
 - b. Adams County SPCA - \$2,250
 - c. New Hope Ministries - \$750
 - d. Community Media of South Central PA - \$750
 - e. Adams County Office for the Aging - \$750*Jeremy P. Smith made a motion to allocate the annual contributions to Non-Profits. The motion was seconded by Ryan M. Groft. **The motion was unanimously approved.***
5. **Resolution 2024-24: Transfer Traffic Light CD to General Fund:** The board discussed transferring the traffic light CD to the general fund to reimburse for past maintenance expenses. *Ronald L. Weidner made a motion to transfer the Traffic Light CD. The motion was seconded by Jeremy P. Smith. **The motion was unanimously approved.***
6. **Resolution 2024-25: Reinvest Maturing General Fund CD:** The board discussed reinvesting the maturing General Fund CD plus accrued interest into a new CD for a 24-month term. *Ronald L. Weidner made a motion to reinvest the maturing General Fund CD. The motion was seconded by Jeremy P. Smith. **The motion was unanimously approved.***
7. **Review and Selection of Company for Line Painting:** Two quotes were submitted:
 - a. Alpha Space Control Company: \$16,215.41
 - b. D.E. Gemmill: \$21,441.02*Ronald L. Weidner made a motion to select Alpha Space Control Company for the line painting contract. The motion was seconded by Ryan M. Groft. **The motion was unanimously approved.***

Approved 11/4/2024

8. Issue RFPs for Professional Services Representatives: Per PSATS recommendations, the board discussed issuing Requests for Proposals (RFPs) for professional services, including attorney, engineer, zoning officer, and accountant services. *Ronald L. Weidner made a motion to issue the RFPs. The motion was seconded by Jeremy P. Smith. The motion was unanimously approved.*
9. State Police Report: The monthly report is available on the Township's bulletin board.
10. Northeast Adams Co. No. 32 FIRE Report: The monthly report is available on the Township's bulletin board.
11. United Hook & Ladder Co. No. 33 Report: The monthly report is available on the Township's bulletin board.
12. Adams Regional EMS Report: The monthly report is available on the Township's bulletin board.
13. NOBPA, LLC Upcoming Zoning Hearing: The next zoning hearing for NOBPA, LLC is scheduled for Monday, October 28, 2024, at 6:00 PM, to be held at the United Hook and Ladder building in New Oxford, PA.
14. Liquid Fuels Estimated Allocation for 2025 is \$132,929.85. Estimated Turnback Allocation for 2025 is \$10,000.
15. Trick-or-Treat Night: Scheduled for October 31.

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

There are no updates or recommendations from the Planning Commission currently.

COMMITTEES AND MEETING REPORTS:

1. East Berlin Area Community Center (EBACC): Ryan M. Groft reported that the board met on September 23, 2024, and received a presentation on the design and layout of a new facility. The Project 22 Steering Committee reported on efforts to secure government funds and grants from 2024 through 2029. The campaign goal is \$28 million. Noteworthy statistics included 280 volunteers donating 1,538.25 hours in August, summer camp generating \$10,177.12, and the 5K run raising \$7,852.23. Retail sales generated \$6770.57. Upcoming events include an indoor yard sale on October 10-12, and the Conewago Carver Show on October 26-27. The next board meeting is scheduled for October 28.
 - a. **Robin Heyser provided an update** on the preliminary plans for a new 66,000 sqft community building, emphasizing that the design is still evolving and not finalized. The building will include a fitness and wellness center, administrative offices, a thrift shop, and meeting spaces. Phase one will be completed first, with the pool planned for phase two, expected within a few years after the initial build. Sustainability efforts include the potential for solar panels and geothermal energy. The project is estimated to cost between \$46 million and \$52 million, but the figures are subject to change. Fundraising efforts are underway, with ongoing meetings with local officials. The timeline for completion is about six years, and Robin mentioned they may need future township support for federal grant applications, noting that plans are still flexible and may change as the project progresses.
2. Abbottstown Paradise Joint Sewer Authority (APJSA): No Report.
3. Emergency Management: No Report.
4. YATB Tax Board Reports: Jeremy P. Smith reported that the York Adams Tax Bureau (YATB) will meet on October 28th.
5. ACTCC Tax Board Reports: Jeremy P. Smith reported that the next meeting is scheduled for November.
6. Roadmaster's Report: Ronald L. Weidner provided an update on road preparations for the upcoming winter season. Snowplows and spreaders have been installed on township vehicles. Ron mentioned that this year's road preparations are ahead of schedule. Additionally, sweeping of loose stones from recently tar-chipped roads will take place next week.
7. East Berlin Area Joint Authority: Ronald L. Weidner reported on the most recent meeting of the East Berlin Area Joint Authority, highlighting the appointment of a new board member. Aside from this, no significant actions were taken during the meeting.

ENGINEER'S REPORT: Chad Clabaugh presented updates on several ongoing projects:

1. **Trimmer Stormwater Plan**: CSD reviewed the small project approach storm plan for a single-family house/garage and driveway and issued a review letter dated 10-3-2024 with 4 comments. CSD also offered to meet with the applicant to discuss grading concerns.
2. **Sheely Stormwater Plan – 95 Woods Road**: CSD received the application for small project stormwater management which is under review.
3. **Griffith Stormwater Plan – 727 700 Road**: CSD received the application for stormwater management which is under review.

Approved 11/4/2024

4. **Pembroke Pointe Stormwater Plan – 440 Gun Club Road:** CSD received the application for stormwater management on 9-27-2024 submitted by Site Design Concepts, Inc. CSD confirmed with the code officer that this is not a land development. The plan is under review.
5. **Pennwood Products Development:** CSD issued comments in a letter dated 2024-7-15 along with an e-mail further explaining the townships position on the impact scoping. On Aug 27 a revision was submitted to PennDOT which is under review. CSD will review prior to the Oct. 15 P.C. meeting. In addition, CSD received a land development plan on 10-3-2024. CSD will begin review once accepted by the P.C.
6. **New Oxford Logistics:** CSD received the revised traffic impact study which is under review. The next zoning hearing is scheduled for Oct 28
7. **K-Hill, Kaiser, Summers Subdivision:** CSD reviewed the status of conditions of approval with the zoning officer and sent an e-mail dated 9-27-2024
8. **Cross Keys Corridor Traffic Study:** The consultant submitted a draft prioritization matrix on 10-4-2024. CSD attended an advisory committee meeting on 10-7-2024 where updates to the draft recommendations were presented as well as results from the stakeholder interviews. The final presentation to the ACTPO at their Oct. Meeting. This is generally the final chance for the Township to provide comments to the final study. Once approved by ACTPO the next step is the programming phase where ACTPO will work with PennDOT to identify funding sources for projects identified in the prioritization matrix.

SOLICITOR'S REPORT: Ronald L. Weidner reported on the church property, noting that all signatures had been obtained for the plans. He also mentioned there was no update on the Comcast agreement.

ZONING OFFICER'S REPORT: PMCA— Ronald L. Weidner presented the Zoning Officer's Report on behalf of James Graham. The report indicated that 13 permits were issued, 0 stop work orders, 0 new complaints were received, 4 violations are pending, and 1 upcoming zoning hearing is scheduled. The detailed monthly report is available on the Township bulletin board.

MOTION TO PAY THE BILLS: General Fund. *Ronald L. Weidner made a motion to approve payment of the General Fund bills. The motion was seconded by Jeremy P. Smith. **The motion was unanimously approved.***

PUBLIC COMMENTS: No public comments were made.

COMMENTS FROM THE BOARD OF SUPERVISORS:

Ronald L. Weidner: *"Thanks for coming. Hope you have a good Halloween, and we'll see you again before Thanksgiving.*

Jeremy P. Smith: *"Thanks for coming out. Don't eat too much candy this month."*

Ryan M. Groft: *"Thanks for coming out and keep the people down south in your thoughts."*

MEETING SCHEDULE:

- **Planning Commission:** Tuesday, October 15, 2024, at 7:00 PM.
- **Finance & Budget Meeting:** Tuesday, October 22, 2024, at 7:00 PM.
- **Board of Supervisors Meeting:** Monday, November 4, 2024, at 7:00 PM

ADJOURNMENT: *Ronald L. Weidner made a motion to adjourn at 7:59 PM. The motion was seconded by Jeremy P. Smith. **The motion was unanimously approved.***

Minutes were recorded and transcribed by

Megan Carper

Secretary/Treasurer