

**HAMILTON TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
February 2, 2026**

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**CALL TO ORDER:** The meeting was called to order at 7:00 p.m. by Jeremy P. Smith.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

**ROLL CALL:** Supervisors present were Jeremy P. Smith, Ryan M. Groft, and Ryan A. Fox. Also present were Solicitor Melissa Kelso, Esq. (Kelso Law LLC); and Secretary/Treasurer Megan Carper. Chairman Smith announced that an executive session of the Board of Supervisors would be held immediately following adjournment of the meeting to discuss personnel matters and internal Township business.

**APPROVAL OF AGENDA:** Ryan M. Groft made a motion to approve the February 2, 2026 meeting agenda as presented, seconded by Ryan A. Fox. The motion was unanimously approved.

**APPROVAL OF MINUTES**

- Jeremy P. Smith made a motion to approve the January 5, 2026 Reorganization Meeting Minutes, seconded by Ryan M. Groft. The motion was unanimously approved.
- Jeremy P. Smith made a motion to approve the January 5, 2026 Regular Meeting Minutes, seconded by Ryan M. Groft. The motion was unanimously approved.
- Jeremy P. Smith made a motion to approve the January 12, 2026 Special Meeting Minutes, seconded by Ryan M. Groft. The motion was unanimously approved.

**PUBLIC COMMENT (AGENDA ITEMS ONLY):** There were no public comments.

**OLD BUSINESS**

- **JW Paving O&M Agreement:** Jeremy P. Smith made a motion to deny the JW Paving Stormwater Operation & Maintenance Agreement due to the applicant's failure to formally withdraw the plan or respond to Township requests, and to remove the item from the agenda, per the Township Engineer's recommendation, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Emergency Management Coordinator (EMC):** Jeremy P. Smith made a motion to appoint Douglas Fishel as Emergency Management Coordinator and Paul Minnich as Deputy Emergency Management Coordinator, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Appointment of Floodplain Administrator:** Jeremy P. Smith made a motion to appoint Ronald L. Weidner as Floodplain Administrator, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Discussion / Information Items**
  - **Pennsylvania State Police – Gettysburg Station:** Lieutenant Burns, Station Commander, provided an overview of station operations, including general staffing levels, DUI enforcement efforts, and recent reductions in DUI-related and injury crashes in Adams County. He noted that Troop H is operating below full manpower levels statewide. The Board thanked him for his report and continued service.
  - **Cross Keys Community Park:** Ryan A. Fox reported that no new updates were available at this time.

**NEW BUSINESS**

- **Resolution 2026-10 – Liquid Fuels Equipment Account Consolidation:** Jeremy P. Smith made a motion to adopt Resolution 2026-10 authorizing consolidation of the Liquid Fuels Equipment accounts, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Authorization of Bank Account Signatories:** Jeremy P. Smith made a motion to authorize removal of Ronald L. Weidner and addition of Ryan A. Fox as authorized bank signatories, seconded by Ryan M. Groft. The motion was unanimously approved.
- **PLGIT Banking:** Jeremy P. Smith made a motion to authorize the Township to proceed with PLGIT banking services and execute all required documentation, seconded by Ryan A. Fox. The motion was unanimously approved.

## PLANNING COMMISSION RECOMMENDATIONS

- **Leib Pole Building – Stormwater Management Plan:** Jeremy P. Smith made a motion to approve the Leib Pole Building Stormwater Management Plan conditioned on satisfaction of all items listed in the Township Engineer's letter dated January 6, 2026, and as recommended by the Planning Commission at its January 20, 2026 meeting, seconded by Ryan M. Groft. The motion was unanimously approved.
- **K-Hill North Pheasant Way Cul-de-Sac Plan (Prior Plan):** Jeremy P. Smith made a motion to deny the K-Hill Enterprises, LLC plan, dated February 28, 2025, which called for the creation of a cul-de-sac at the end of North Pheasant Way, which was recommended for approval by the Planning Commission in April 2025, then later replaced by a plan last revised November 12, 2025, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Kaiser & Summers Add-On Lot Plan:** Jeremy P. Smith made a motion to approve the K-Hill Enterprises, LLC, Kaiser, and Summers plan which creates two 1.99 acre lots to be attached to the Kaiser and Summers lots, conditioned on satisfaction of all items listed in the Township Engineer's letter dated January 20, 2026, and as recommended by the Planning Commission at its January 20, 2026 meeting, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Pennwood Products – Preliminary Subdivision & Land Development Plan:** Jeremy P. Smith made a motion to table the Pennwood Products Preliminary Subdivision and Land Development Plan due to many outstanding comments from the Township Engineer and other outside review agencies, as recommended by the Planning Commission at its January 20, 2026 meeting, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Pennwood Products – Curb & Sidewalk Modification:** Jeremy P. Smith made a motion to approve a modification to Subdivision and Land Development Ordinance Sections 120-25 and 120-26 allowing for the installation of sidewalks to be postponed until a future time, with installation required upon twelve (12) months' notice by the Township and/or when the construction of the future roundabout is constructed, as described on note 13 of the subdivision and land development plans, and as recommended by the Planning Commission at its January 20, 2026 meeting, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Final Grade – Land Development Plan Financial Security:** Jeremy P. Smith made a motion to approve and accept the required amount of \$59,630.39 for financial security for the Final Grade Development, as recommended by the Township Engineer, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Final Grade O&M Agreement:** Jeremy P. Smith made a motion to approve the Stormwater Management Operations and Maintenance Agreement associated with the Final Grade Land Development, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Final Grade – Sidewalk Modification:** Jeremy P. Smith made a motion to approve a modification to Subdivision and Land Development Ordinance Sections 120-25 and 120-26 allowing for the installation of sidewalks to be postponed until a future time, with installation required upon twelve (12) months' notice by the Township, as described on note 9 of the subdivision and land development plans, and as recommended by the Planning Commission at its January 20, 2026 meeting, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Final Grade – Land Development Plan:** Jeremy P. Smith made a motion to approve the Final Grade Inc. Land Development Plan, subject to satisfaction of the Township Engineer's remaining review comments dated January 16, 2026, seconded by Ryan M. Groft. The motion was unanimously approved.

**MONTHLY REPORTS:** The following reports were acknowledged as posted on the Township bulletin board: State Police; Northeast Adams Co. No. 32 Fire Department; United Hook & Ladder Co. No. 33 Fire Department; Adams Regional EMS.

## COMMITTEE & MEETING REPORTS

- **East Berlin Area Community Center (EBACC):** Ryan M. Groft reported that the EBACC Board met on January 26, 2026. The meeting began with review of the Steering Committee minutes and discussion of a new

brochure. The Board reviewed the Neil Strategy Group activity report, financial report, and committee reports. The Board approved the purchase of a treadmill. Retail sales totaled \$17,775.65 and kitchen revenue totaled \$10,235.43 for November and December combined. In November, 324 volunteers donated 1,872.75 hours, and in December, 201 volunteers donated 1,497.75 hours. The next event is a Friendship Tea on February 7, and the next Board meeting is February 23.

- **Abbottstown–Paradise Joint Sewer Authority (APJSA):** Kevin Maul reported that multiple lift station upgrades have been completed, including Route 30 East and West, West Fleet Street, Cherry Lane, Route 194 North, and Country Club Road, with approximately \$1.2 million spent from capital funds and generators installed at each station. He reported that the H2O grant project is underway, including force main improvements along Route 30 and correction of system pinch points. The estimated cost of the current project is approximately \$1.8 million, with \$1 million funded through state grant assistance. The plant’s design flow is 350,000 gallons per day, with current average daily flow around 174,000 gallons. There are 1,432 registered EDUs and 213 secured EDUs. A rate increase effective January 1, 2025 raised the minimum to \$120 for up to 6,000 gallons. Planned capital improvements include roof replacement at the treatment plant.
- **Emergency Management:** Douglas Fishel reported that he will be reviewing and updating the Township’s emergency management plan, originally adopted in 2009 and continued by resolution. He noted review of potential hazmat areas, including the Route 94 pumping station, and ongoing coordination regarding possible evacuation sites such as Cross Keys Church and the local high school.
- **York Adams Tax Bureau (YATB):** Jeremy P. Smith reported that the January meeting was cancelled due to the snowstorm and has been rescheduled for February 23.
- **Adams County Township Caucus Committee (ACTCC):** No report.
- **Conewago Valley School District Municipal Committee:** Ryan A. Fox reported that there has not yet been a meeting.
- **Public Works:** Ronald L. Weidner reported that the department continues to manage snow removal and winter weather operations and is keeping up with current conditions.
- **East Berlin Area Joint Authority:** Ronald L. Weidner reported that the Authority continues discussions regarding potential sale of the system, with York Water and American Water reviewing it. An engineering valuation was completed at a cost of approximately \$40,000, and further updates are expected following the next meeting.

**ENGINEER’S REPORT:** The Board reviewed the Township Engineer’s written report. Chairman Smith noted that most items had already been addressed through earlier motions during the meeting, with the exception of the Griffith Stormwater Plan (700 Road). CS Davidson reviewed revised impervious area mapping and issued a January 29, 2026 letter establishing impervious coverage and recommending an exemption for the proposed boathouse addition, as the impervious area added remains below previously existing coverage.

**SOLICITOR’S REPORT:** Solicitor Kelso stated she had no additional matters for open session and noted a written report had been provided. Items would be discussed during executive session.

**ZONING OFFICER’S REPORT:** The Zoning Officer reported eleven (11) permits or exemptions issued in January, zero (0) stop work orders, and eight (8) pending violations. One subdivision plan was received from H&H General Excavating / Cherry Tree Properties of Spring Grove to combine two (2) lots into one.

**MOTION TO PAY THE BILLS:** Ryan M. Groft made a motion to pay the General Fund bills as presented, seconded by Jeremy P. Smith. The motion was unanimously approved.

**PUBLIC COMMENT:** A resident inquiry was received regarding on-lot septic system pumping requirements. The Board noted that such requirements are mandated by the Pennsylvania Department of Environmental Protection under Act 537 and that the Township’s role is limited to administering and enforcing state-mandated requirements.

### SUPERVISOR COMMENTS

- **Jeremy P. Smith:** “Thank everybody for coming out. Happy Valentine’s Day. I also want to pass along a reminder from DEP. They’re reminding residents to test for radon this month.”
- **Ryan M. Groft:** “Thanks for coming out and trying to stay warm. If you have any elderly neighbors, please keep an eye on them during the cold weather in case of heating issues.”
- **Ryan A. Fox:** “Thank you for being here. I appreciate it very much. I look forward to getting to know you better and doing what we can. Doug, thank you for stepping up. Ron, thank you for stepping up. I also want to thank the road crew — Ron and your team — for their work. A resident contacted me early today regarding a deer incident, and it was taken care of promptly. I appreciate everyone’s efforts. Thank you, Megan, for your involvement as well.”

### UPCOMING MEETINGS

- Planning Commission – February 17, 2026 – 7:00 PM
- Board of Supervisors Workshop – February 25, 2026 – 4:00 PM
- Board of Supervisors – March 2, 2026 – 7:00 PM

**ADJOURNMENT:** Jeremy P. Smith made a motion to adjourn the meeting, seconded by Ryan M. Groft. The motion was unanimously approved. The meeting adjourned at 7:45 p.m. An executive session was held immediately following adjournment to discuss personnel matters and internal Township business.

Minutes were recorded by

*Megan Carper*

Megan Carper  
Secretary/Treasurer