

Approved February 3, 2020

Hamilton Township
Re-organizational Meeting Minutes
January 6, 2020

Call to Order: Stephanie Egger called the meeting to order at 6:30 pm

Appointment of Temporary Secretary: Ronald L. Weidner made a motion to appoint Stephanie A. Egger as Temporary Secretary. Timothy D. Beard, III second the motion. Motion carried.

First Order of Business - Appointment of Positions – Year 2020:

Resolution #2020-01: Appointment of Chairman: Michael A Strausbaugh made a motion to appoint Ronald L. Weidner as Chairman of the Board of Supervisors. Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-02: Appointment of Vice-Chairman: Ronald L. Weidner made a motion to appoint Timothy D. Beard, III as Vice Chairman of the Board of Supervisors. Michael A. Strausbaugh, second the motion. Motion carried.

Resolution #2020-03: Appointment of Secretary: Ronald L. Weidner made a motion to appoint Stephanie A. Egger as Secretary for Hamilton Township for two years (2020-2021). Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-04: Appointment of Office Manager: Ronald L. Weidner made a motion to appoint Stephanie A. Egger as Secretary for Hamilton Township for two years (2020-2021). Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-05: Appointment of Treasurer: Timothy D. Beard, III made a motion to appoint Stephanie A. Egger as Treasurer for Hamilton Township for two years (2020-2021). Ronald L. Weidner second the motion. Motion carried.

Resolution #2020-06: Appointment of Roadmaster: Ronald L Weidner made a motion to appoint Tom Barrows as the Township Roadmaster for two years (2020-2021). Michael A. Strausbaugh second the motion. Motion carried.

Resolution #2020-07: Appointment of Roads Superintendent: Timothy D. Beard, III made a motion to appoint Ronald L. Weidner as Roads Superintendent for two years (2020-2021). Michael A Strausbaugh second the motion. Motion carried

Resolution #2020-08: Appointment of Township Solicitor: Ronald L Weidner made a

motion to appoint Ronald T. Tomasko, ESQ of Tomasko & Koranda, P.C., as Hamilton Township Solicitor and accept the submitted fee schedule as attached. Timothy D. Beard, III, second the motion. Motion carried.

Resolution #2020-08A: Appointment of Alternate Township Solicitor: Timothy D. Beard, III made a motion to appoint Melissa Kelso, ESQ of Kelso Law, LLC. as Hamilton Township Alternate Solicitor and accept the submitted fee schedule as attached. Ronald L. Weidner second the motion. Motion carried.

Resolution #2020-09: Appointment of Township Engineer: Michael A. Strausbaugh made a motion to appoint Chad Clabaugh, P.E. of C. S. Davidson, Inc. as the township Engineer and to accept the submitted fee schedule as attached. Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-10: Appointment of Vacancy Chairman: Ronald L. Weidner made a motion to appoint Mel Lebo as the Township Vacancy Chairman. Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-11: Appointment of Attorney John Baranski, from the firm of Blakey, Yost, Bupp & Rausch, LLP, as Solicitor for the Zoning Hearing Board and approval of the submitted fee schedule with no changes: Ronald L. Weidner made a motion to appoint Attorney Baranski as the Zoning Hearing Board Solicitor and to accept the submitted fee schedule. Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-12: Appointment of Emergency Management Coordinator: Ronald L. Weidner made a motion to appoint Timothy D. Beard, III as the EM Coordinator for Hamilton Township. Michael A. Strausbaugh second the motion. Motion carried.

Resolution #2020-13: Appointment of Deputy Emergency Management Coordinator: Michael A. Strausbaugh made a motion to appoint Douglas Fishel, Tom Barrows and Paul Minnich as the Deputy Emergency Management Coordinators. Ronald L. Weidner second the motion. Motion carried.

Resolution #2020-14: Appointment of York Adams Tax Bureau (YATB) Representative: Ronald L. Weidner made a motion to appoint Timothy D. Beard, III as the Township Representative to the YATB for the 2020 year and Michael A. Strausbaugh as the Alternate. Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-15: Appointment of the Township Representative to Adams County Council of Government for Adams County Municipalities and School Districts (COG): Timothy D. Beard, III made a motion to appoint Stephanie A. Egger as the Township Representative to the COG for Adams County Municipalities and School Districts. Also, to appoint Tom Barrows to serve as an alternate representative to the COG. Ronald L.

Weidner second the motion. Motion carried.

Resolution #2020-16: Appointment of the Township Representative to Adams County Tax Claim Committee. Ronald L. Weidner made a motion to appoint Timothy D. Beard III as the Township Representative to the ACTCC and to appoint Michael Strausbaugh as the Township alternate to the ACTCC. Michael A. Strausbaugh second the motion. Motion carried.

Resolution #2020-17: Appointment of PSATS 98th Convention Voting Delegate: Ronald L. Weidner made a motion to appoint Michael A. Strausbaugh as the Township Voting Delegate to be held May 3-6, 2020. Michael A. Strausbaugh second the motion. Motion carried.

Resolution #2020-18: Appointment of Financial Institution as the Depository for Township Funds: Timothy D. Beard, III made a motion to appoint Adams County National Bank (ACNB) as the Township Depository. Michael A. Strausbaugh second the motion. Motion carried.

Resolution #2020-19: Approval to set Tax Rates for Hamilton Township: Stephanie Egger read the rates 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%; EIT 1.5% Conewago School District & 1.7% for Bermudian Springs School District. All rates remain unchanged from the previous year. Ronald L. Weidner made a motion to approve the unchanged rates as submitted. Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-20: Appointment of members to the AG Security Committee (Appointed Yearly). Michael A. Strausbaugh made a motion to appoint the following members: Robert Trimmer, Jimmy Linebaugh and Doug Miller. Ronald L. Weidner second the motion. Motion carried.

Resolution #2020-21: Appointment of the Right to Know Officer. Ronald L. Weidner made a motion to appoint Stephanie A. Egger as the Right to Know Officer for a term of two years (2020-2021). Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-22: Appointment of Christine Myers to Hamilton Township Planning Commission for a four-year term (2020-2023). Michael A. Strausbaugh made a motion to appoint Christine Myers to this position. Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-23: Appointment of Stephanie A. Egger as the Hamilton Township Pension Plan Administrator for two years (2020-2021). Ronald L. Weidner made a motion to appoint Stephanie A. Egger to this position. Timothy D. Beard, III second the motion. Motion carried

Resolution #2020-24: Appointment of Sewer Enforcement Officer (SEO) and Alternate SEO: Ronald L. Weidner made a motion to appoint Timothy J. Wargo, of Hoover Engineering, Inc., as the Township SEO and Christopher A. Hoover, of Hoover Engineering, Inc., as the Township Alternate SEO, for 2020, along with the submitted fee schedule. Timothy D. Beard, III second the motion. Motion carried

Resolution #2020-25: To set the wage percentage for the collection of taxes by the Tax Collector, at 5% of the total taxes collected. This is for the 2020 year. Ronald L. Weidner made a motion to approve this percentage. Michael A. Strausbaugh second the motion. Motion carried.

Resolution #2020-26: Appoint of Pennsylvania Municipal Code Alliance (PMCA)) as the official Zoning and Code Enforcement and Building Codes Inspection Service for Hamilton Township and approval of the attached 2020 fee schedule. Timothy D. Beard, III made a motion to appoint PMCA and accept the fee schedule provided. Ronald L. Weidner second the motion. Motion carried.

Resolution #2020-27: Appointment of Smith, Elliott, Kearns & Co. as the auditors for Hamilton Township and as professional assistant to the Treasurer for the 2020 year; and approval of the submitted fee rate of \$115.00 per hour. The accountants and consultants to conduct the 2019 audit for the 2019 calendar year; not to exceed the \$7,100.00 as stated in the three-year contract. Ronald L. Weidner made a motion to appoint SEK as the Township auditors and accept the submitted fee. Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-28: Appointment of a Zoning Hearing Board member for a three-year term. A motion was made by Ronald L. Weidner to appoint Dustyn Speelman to the Zoning Hearing Board for a three-year term (2020-2022). Michael A. Strausbaugh second the motion. Motion carried.

Resolution #2020-29: Appointment as the First Alternate on the Zoning Hearing Board for a three-year term. A motion was made by Ronald L. Weidner to appoint Charles Deatrick as a First Alternate to the Zoning Hearing Board for a three-year term (2020-2022). Timothy D. Beard, III second the motion. Motion carried.

Resolution #2020-30: Approval of the Order of Succession for Continuity of Township Government in case of disaster. Ronald L. Weidner made a motion to approve and appoint the succession as follows: 1st rotation Ronald L. Weidner, Timothy D. Beard, III, Michael A. Strausbaugh, Tom Barrows and Douglas Fishel; 2nd rotation Timothy D. Beard, III, Michael A. Strausbaugh, Tom Barrows, Douglas Fishel and Paul Minnich; 3rd rotation Michael A. Strausbaugh, Tom Barrows, Douglas Fishel, Paul Minnich and Anthony Long. 4th rotation Tom Barrows, Douglas Fishel, Paul Minnich, Anthony Long, and Scott Weaver. Timothy D. Beard, III second the motion. Motion carried.

Resolution # 2020-31: Approval of the Minimum Municipal Obligation (MMO) of \$24,523.00 for the Trustees of Pennsylvania Municipalities Retirement Plan through Pennsylvania State Association of Township Supervisors (PSATS). This will be for the year 2020. Ronald L. Weidner made a motion to approve the MMO as submitted. Timothy D. Beard, III second the motion. Motion carried

Resolution # 2020-32: Adoption of the PSATS Trustees Insurance and Retirement Services 2019 Disclosure Statement. For the Purpose of act 44 of 2009. Chapter 7-A. Ronald L Weidner made a motion to approve the Adoption of the PSATS Trustees Insurance and Retirement Services 2018 Disclosure Statement. For the Purpose of act 44 of 2009. Chapter 7-A. Timothy D. Beard III second the motion. Motion carried.

Resolution # 2020-33: Appointment of Hannelore B Furst (Hanna) as Interim Secretary for Hamilton Township. Ronald L. Weidner made a motion to appoint Hanna Furst as Interim Secretary. Timothy D. Beard, III second the motion. Motion carried.

PUBLIC COMMENTS

None

Adjournment---Having nothing further to discuss, Ronald L. Weidner made a motion to adjourn at 7:00 PM. Timothy D. Beard, III second the motion. Motion carried.

Meeting adjourned.

Transcribed by

Hannelore B Furst
Interim-Secretary Hamilton Township