

**HAMILTON TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
July 6, 2026**

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 Township Engineer Chad Clabaugh, P.E. (C.S. Davidson, Inc.); Noah Yeagley, Esq., on behalf of Kelso Law LLC; and Assistant Secretary/Treasurer Hanna Furst.

APPROVAL OF AGENDA: Ryan M. Groft made a motion to approve the July 6, 2026 Board of Supervisors 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 June 1, 2026 Regular Meeting Minutes as presented, seconded by Ryan M. Groft. The motion was unanimously approved.

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

OLD BUSINESS: None.

NEW BUSINESS:

- **Stormwater O&M Agreement – Eli Esh (242 Pine Run Road):** The Board considered the Operations and Maintenance Agreement for the proposed stormwater management facilities at 242 Pine Run Road. The Township Engineer advised that the agreement relates to a simplified approach plan and recommended approval. Jeremy P. Smith made a motion to approve the Operations and Maintenance Agreement with Eli Esh for the proposed stormwater management facilities at 242 Pine Run Road, as recommended by the Township Engineer, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Resolution No. 2026-15 – Transfer of Maturing General Fund CD Proceeds to PLGIT:** Jeremy P. Smith made a motion to adopt Resolution No. 2026-15 authorizing the transfer of \$509,943.49 in maturing General Fund Certificate of Deposit proceeds, together with any accrued interest, to the Township's PLGIT General Fund account, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Parks & Recreation Funding Request – Cross Keys Community Park:** Discussion was held regarding the proposed Cross Keys Community Park baseball field, fundraising efforts, and available grant opportunities. The Township Engineer advised that the proposed baseball field itself does not constitute land development; however, outstanding matters remain from the Park's prior 2015 land development approval, including plan, stormwater, O&M, and financial security documentation. Township and Park representatives will coordinate to review and resolve those items. Ryan A. Fox made a motion to donate \$25,000 from the Hamilton Township Parks & Recreation Fund to Cross Keys Community Park, with any additional funding to be considered through future discussion, seconded by Jeremy P. Smith. The motion was unanimously approved.

RECESS / PUBLIC HEARING: The regular meeting recessed at 7:40 p.m. for a public hearing on the proposed SALDO Land Development Definition revisions.

SALDO LAND DEVELOPMENT DEFINITION REVISIONS: The Board conducted a public hearing on proposed amendments to the Hamilton Township Subdivision and Land Development Ordinance (SALDO). There were no public comments. By roll call vote, the Board adopted the proposed amendments to the Hamilton Township Subdivision and Land Development Ordinance (SALDO) relating to the definitions of Land Development, Major Land Development, Minor Land Development, and Accessory Structure, including provisions addressing agricultural buildings, parking lot expansions, and building size thresholds associated with land development review requirements. Jeremy P. Smith, Ryan M. Groft, and Ryan A. Fox each voted yes. The amendments were adopted unanimously.

REGULAR MEETING RECONVENED: The public hearing concluded and the regular meeting reconvened at 7:42 p.m.

PLANNING COMMISSION RECOMMENDATIONS:

- **Pennwood Products Development – Transportation Impact Study Comment Letter:** Jeremy P. Smith made a motion to approve and transmit the Pennwood Products Development Transportation Impact Study comment letter to PennDOT as Hamilton Township's official comments regarding the revised Transportation Impact Study, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Sign Ordinance Review and Potential Amendments:** Jeremy P. Smith made a motion to authorize Township staff, in consultation with the Township Solicitor and Planning Commission, to review the Township Sign Ordinance and prepare draft amendments for future consideration by the Planning Commission and Board of Supervisors, seconded by Ryan M. Groft. The motion was unanimously approved.
- **Resolution No. 2026-16 – Benuel Esh Sewage Facilities Planning Module (242 Pine Run Road):** Jeremy P. Smith made a motion to adopt Resolution No. 2026-16 approving the Sewage Facilities Planning Module for the Benuel Esh subdivision located at 242 Pine Run Road and authorizing submission to the Pennsylvania Department of Environmental Protection (DEP), seconded by Ryan M. Groft. The motion was unanimously approved. The Township Engineer clarified that the action was limited to sewage planning and did not constitute approval of the subdivision plan.

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; and Adams Regional EMS.

COMMITTEE & MEETING REPORTS:

- **EBACC:** Ryan M. Groft reported on the June Board meeting, including capital campaign assignments, the Neil Strategy report, upcoming events, bylaw discussions, volunteer hours, and revenue activity. The next Board and Building & Grounds meetings are scheduled for July 27, 2026.
- **APJSA:** No report.
- **Emergency Management:** Doug Fishel reported on recent emergency response activity involving a transformer fire at the Hunterstown generation plant and subsequent electrical-substation incidents. He also discussed continued training and emergency preparedness.
- **YATB:** Jeremy P. Smith reported that a finance meeting was scheduled for later this week and the regular Board meeting would be held later in the month.
- **ACTCC:** Jeremy P. Smith reported that the next meeting is scheduled for November.
- **ACCOG:** Ryan A. Fox reported on the June 25, 2026 Adams County Council of Governments meeting. Discussion included the economic benefits of rail trails and the opening of the County Parks & Recreation grant program. The next meeting is scheduled for July 30, 2026.
- **CVSD Municipal Committee:** Ryan A. Fox reported on the June 15, 2026 meeting. Discussion included municipal development activity, school district staff changes, and the Adams County Technical Institute land purchase and related environmental and traffic considerations. The next meeting is scheduled for September.
- **Cross Keys Community Park:** No additional report; the Park matters were discussed under New Business.
- **Public Works:** Ronald L. Weidner reported on equipment repairs, including the bucket truck, Kubota tractor, and 2022 Chevrolet dump truck. The dump truck repair was being handled under warranty, and roadside mowing would resume as equipment became available.
- **East Berlin Area Joint Authority:** Ronald L. Weidner reported that the Authority is continuing the process of a potential sale of its water and sewer systems. York Water and American Water have expressed interest, and the matter remains under review.

ENGINEER'S REPORT: Township Engineer Chad Clabaugh provided updates on several stormwater matters, roadway classification revisions, and the proposed ordinance amendments. He also reported that the Adams County Technical Institute traffic-impact scoping process was moving forward and discussed potential turn-lane and traffic considerations along the PA 94 corridor.

SOLICITOR'S REPORT: The Solicitor's Office reported that it was working with Township staff on Right-to-Know requests and a zoning appeal.

Approved 9/14/26

ZONING OFFICER'S REPORT: The June report reflected ten (10) permits issued, no stop-work orders, and five (5) pending violations.

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

PUBLIC COMMENT: Jim Ulrich asked about reports of possible townhouse development near Cross Keys and the status of property along Seven Hundred Road; the Board indicated that no such development had been submitted to Hamilton Township. Lori Sherlock asked about the newly adopted SALDO definitions and was advised that the amendments would be available online following codification. Doug Fishel announced National Night Out on August 4, 2026, at 5:30 p.m. at Cross Keys Community Park. Fred Meckley expressed concerns regarding septic pumping requirements and the quality of service provided by a septage hauler. Township representatives indicated that the matter would be referred to the Township Sewage Enforcement Officer.

SUPERVISOR COMMENTS:

- **Jeremy P. Smith:** “Thank everybody for coming out. I don’t believe we have any holidays coming up, so glad everybody survived the heat. Hopefully it cools down a little bit and stay safe from the storms coming up and the ones we’ve got.”
- **Ryan M. Groft:** “Thanks for coming out and reminder again when it gets this hot, just keep your elderly neighbors in mind and give them a hand if they need it.”
- **Ryan A. Fox:** “Thanks for the discussion, cooperation, help with the park. Thank you for being here, Ashley. Appreciate it very much. Thank you.”

UPCOMING MEETINGS:

- Planning Commission – July 21, 2026 – 7:00 PM
- Board of Supervisors Workshop – July 29, 2026 – 4:00 PM
- Board of Supervisors Meeting – August 3, 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 8:26 p.m.

Respectfully submitted,



Megan Carper
Secretary/Treasurer