

**HAMILTON TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
June 1, 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.); Solicitor Melissa Kelso, Esq. (Kelso Law LLC); and Secretary/Treasurer Megan Carper.

The Board will meet in Executive Session following tonight's meeting to discuss legal matters.

APPROVAL OF AGENDA: Ryan M. Groft made a motion to approve the June 1, 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 May 4, 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:

- **Property & Liability Insurance Renewal (2026–2027):** Discussion was held regarding the Township's 2026–2027 property and liability insurance renewal. Jeremy P. Smith made a motion to renew the Township's property and liability insurance coverage with PIRMA for the 2026–2027 policy term and to authorize the appropriate Township officials to execute all necessary documents, seconded by Ryan M. Groft. The motion was unanimously approved.

NEW BUSINESS:

- **Robinson Waiver Refund Request:** The Board considered a request to refund the \$250 waiver application fee associated with the waiver previously granted for the septic system and well separation distance at 517 Berlin Road. Updated field measurements confirmed that the required separation distance was met and the waiver was no longer necessary. Jeremy P. Smith moved to authorize the refund of the \$250 waiver application fee, seconded by Ryan M. Groft. The motion carried unanimously.
- **Stormwater O&M Agreement – 655 Seven Hundred Road:** The Board considered the Operations and Maintenance Agreement for the proposed stormwater management facilities at 655 Seven Hundred Road. Township Engineer Chad Clabaugh reviewed the agreement and recommended approval. A correction was made to the spelling of the applicant's surname from Rosenbaugh to Rosenbach. Jeremy P. Smith moved to approve the agreement with Stefan Rosenbach, seconded by Ryan M. Groft. The motion carried unanimously.
- **PW Mower Replacement:** Discussion was held regarding the purchase of a replacement mower attachment for the Township's Kubota tractor. Ronald L. Weidner reported that no demo unit was available and recommended proceeding with the purchase. Jeremy P. Smith made a motion to approve the purchase of a Rhino DB150 mower attachment from Forrester Farm Equipment in the amount of \$20,176.48, utilizing Liquid Fuels funds, seconded by Ryan M. Groft. The motion was unanimously approved.

PLANNING COMMISSION RECOMMENDATIONS:

- **Land Development Definition Revisions:** Discussion was held regarding proposed amendments to the Hamilton Township Subdivision and Land Development Ordinance (SALDO) relating to land development definitions, major and minor land development, accessory structures, agricultural buildings, parking lot expansions, and building size thresholds associated with land development review requirements. Jeremy P. Smith made a motion to authorize advertisement of a public hearing to consider the proposed amendments, seconded by Ryan M. Groft. The motion was unanimously approved.

Approved 7/6/26

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:

- EBACC: Ryan M. Graft reported on the May 18, 2026 EBACC Board meeting. Discussion included capital campaign efforts, opportunities for additional township involvement, the Neil Strategy report, upcoming fundraising events, bylaw committee discussions, and remaining committee reports. During April, 248 volunteers contributed 1,522.75 hours of service. Retail sales totaled \$10,222.66, rentals generated \$2,967.50, and kitchen revenue totaled \$2,022.94. Upcoming events include the Book Sale, Father's Day meatloaf dinner, Indoor Clearance Sale, Golf Tournament, and Garden Tour. The next Board meeting is scheduled for June 22, 2026.
- APJSA: No report.
- Emergency Management: No report.
- YATB: Jeremy P. Smith reported attending a YATB open house and learning more about the bureau's tax processing operations and administrative procedures.
- ACTCC: Jeremy P. Smith reported that there are no meetings scheduled until November unless needed sooner.
- ACCOG: Ryan A. Fox reported on the May Adams County Council of Governments meeting. Destination Gettysburg Executive Director Karl Pietrzak discussed America250 events, tourism initiatives, and the economic impact of tourism in Adams County.
- CVSD Municipal Committee: Ryan A. Fox reported that the next meeting is scheduled for June 15, 2026.
- Cross Keys Community Park: Ryan A. Fox reported that a meeting is scheduled to discuss next steps for the project.
- Public Works: Ronald L. Weidner reported that no demo unit was available for the proposed mower replacement and recommended proceeding with the purchase due to the condition and age of the existing mower.
- East Berlin Area Joint Authority: No report.

ENGINEER'S REPORT: Township Engineer Chad Clabaugh provided updates regarding the Esh property subdivision and stormwater management matters. He reported that subdivision activity remains on hold pending resolution of conveyance issues, while stormwater management corrections continue. Chad also provided an update on the Pennwood Products development, noting that the applicant submitted its NPDES permit application and received comments from the Adams County Conservation District. Additional permitting review is expected over the coming months. He further reported that the proposed land development definition ordinance revisions are moving forward and that Township staff will continue reviewing roadway classifications and related ordinance matters.

SOLICITOR'S REPORT: Solicitor Melissa Kelso reported that legal matters would be discussed during Executive Session following the meeting.

ZONING OFFICER'S REPORT: Jeremy P. Smith reviewed the Zoning Officer's May report, noting that eleven (11) permits were issued during the month. The full report is located on the Township's bulletin board.

ESCROW RELEASE – Harman Zoning Hearing Board Application: The remaining escrow balance associated with the withdrawn Zoning Hearing Board application was released and refunded to the applicant. No Board action was required.

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

PUBLIC COMMENT: Donald and Joanie Swope expressed concerns regarding drainage and erosion issues along the roadside ditch adjacent to their property on Cedar Ridge Road. Discussion included a clogged driveway pipe, standing water, ditch maintenance, and possible field review by Township staff. The Township indicated that the road crew would inspect the area and evaluate potential corrective measures as time and conditions permit.

Approved 7/6/26

SUPERVISOR COMMENTS:

- Jeremy P. Smith: "Happy Fourth of July. We hired a new road crew member and are now fully staffed. Thanks to Megan and the rest of the staff for everything they do."
- Ryan M. Groft: "Thanks for coming out. Happy Father's Day and Flag Day."
- Ryan A. Fox: "Thanks for coming out."

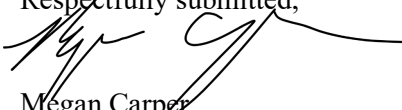
UPCOMING MEETINGS:

- Planning Commission – June 16, 2026 – 7:00 PM
- Board of Supervisors Workshop – June 24, 2026 – 4:00 PM
- Zoning Hearing Board – June 30, 2026 – 7:00 PM – Special Exception Request for a Vehicle Washing Facility
- Board of Supervisors Meeting – July 6, 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 7:29 p.m.

An executive session was held immediately following adjournment to discuss legal matters. No action was taken.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Megan Carper', with a long horizontal flourish extending to the right.

Megan Carper
Secretary/Treasurer