

Hamilton Township Board of Supervisors  
Minutes of November 6, 2024 Meeting

The Hamilton Township Board of Supervisors met in a duly advertised business meeting this evening with Chairman Jeffrey Rockwell calling the meeting to order at 7:00 PM. Members and guests present in addition to Mr. Rockwell were Richard Troup – Supervisor, Ronald Yeager – Supervisor, Deborah Hollenshead – Secretary, AJ Benchoff – Solicitor, Sean Fernandez of Shelly, Witter & Fox, and Jane Hardy and Madison Wicks – CASD students.

MINUTES – The Minutes of the October 16, 2024 regular business meeting were approved as presented.

ACCOUNTS PAYABLE LIST – The Accounts Payable List was approved on a motion by Mr. Troup, second by Mr. Yeager. Mr. Rockwell abstained.

TREASURER'S REPORT – The Treasurer's Report was received and reviewed without comment.

CUMBERLAND VALLEY ANIMAL SHELTER – The October intake report was received and reviewed. There were three dogs and six cats accepted at the Shelter, all of which were identified as strays.

MARION VOLUNTEER FIRE COMPANY – Third Quarter 2024 reports were received from the Marion Volunteer Fire Company, providing information on the number and type of calls responded to, as well as a budget comparison.

LAURICH GEMS SOUTH, PHASE 3B – The final subdivision plans of Portersneck LLC for Laurich Gems South, Phase 3B have been reviewed by Township Engineer Bill Rudy and are now satisfactory with only administrative items remaining to be submitted to our office. The outstanding items are the Performance Bond, Developer's Agreement, and Stormwater Operation and Maintenance Agreement. On a motion by Mr. Troup, second by Mr. Yeager, this plan was approved subject to the receipt of the performance bond and other administrative items.

MURRAY DEVELOPMENT GROUP – The land development plan of Murray Development Group for two proposed apartment buildings off Warm Spring Road have been reviewed by Township Engineer Bill Rudy and are now satisfactory with only the performance bond remaining to be submitted to our office. On a motion by Mr. Rockwell, second by Mr. Troup, this plan was approved subject to the receipt of the performance bond.

FRANKLIN COUNTY AREA TAX BUREAU PROPOSED 2025 BUDGET -- Information has been received from Ed Franchi, Executive Director of the Franklin County Area Tax Bureau, regarding the proposed 2025 operating budget. Mr. Franchi has provided a narrative, which indicates that the proposed 2025 expense budget of \$1,794,864 is up 7.28% over the 2024 proposed expenses. The proposed disbursements to member jurisdictions are \$58,064,124, which is a 0.65% increase over proposed 2024

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FRANKLIN COUNTY AREA TAX BUREAU PROPOSED 2025 BUDGET, CONTINUED disbursements. The proposed 2025 cost of collections is 1.84%, which is under the target of 2%. Mr. Rockwell serves as our representative to the Tax Bureau, and provided additional information on the Tax Bureau's operations. On a motion by Mr. Troup, second by Mr. Yeager, this proposed budget was unanimously approved.

FRANKLIN COUNTY DRUG TASK FORCE FUNDING – Annually, financial contributions are requested from all Franklin County municipalities by the Franklin County Drug Task Force. The total annual funding request is \$72,233.00, which is allocated based on each municipality's population. Hamilton Township's population is 0.072103624% of the total County population, which results in a request for \$5,208.26 for our 2024 contribution. This amount was included in our 2024 budget. On a Yeager/Troup motion, the Board unanimously authorized this contribution.

FRANKLIN VOLUNTEER FIRE COMPANY LOCAL SHARE ASSESSMENT GRANT – Our office has been contacted by the Franklin Volunteer Fire Company requesting our support in their efforts to apply for \$122,000.00 from the 2025 distribution of the Local Share Assessment Grant program. The Franklin's are applying for these funds toward the purchase of a new Traffic Safety Utility Unit. Applications for this grant program must be submitted by a municipality served by the fire department as the individual department cannot apply directly. Hamilton Township is not being asked to provide any financial contribution toward this purchase, only for support in submitting the application. On a motion by Mr. Rockwell, second by Mr. Troup, the Board unanimously agreed to adopt a resolution to apply for the Statewide Local Share Assessment grant in the amount of \$122,000.00 to be used for the purchase of a new traffic safety utility unit for the Franklin Volunteer Fire Company. Additionally, Deborah J. Hollenshead, Township Secretary, and Jeffrey T. Rockwell, Chairman, are designated as the officials to execute all documents and agreements between the Township and the Commonwealth Financing Authority to facilitate and assist in obtain the requested grant.

MARION VOLUNTEER FIRE COMPANY LOCAL SHARE ASSESSMENT GRANT – Our office has also been contacted by the Marion Volunteer Fire Company requesting our support in their efforts to apply for funding from the 2025 distribution of the Local Share Assessment Grant program. Marion VFD is in need of replacing the roof on their firehouse. They have researched the CoStars contracts to find a vendor that is approved under that program, and have met with that vendor to receive an estimate. At this time, the vendor is waiting for prevailing wage rate information from the PA Bureau of Labor and Industry. As of today, a written quote has not yet been received. Depending on the cost of replacing the roof, Marion VFD may also consider repairing the engine bay floor because the epoxy coating is cracking. They have received a quote for that work in the amount of \$90,000.00. After a brief discussion, on a Yeager/Troup motion, the Board tabled action on supporting Marion VFD by submitting the application for this grant.



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PROPOSED ORDINANCE SETTING SUPERVISOR COMPENSATION – Recently, the Pennsylvania General Assembly adopted Act 94 of 2024, which sets forth parameters for the compensation of supervisors of townships of the second class. The Act provides that supervisors of townships having a population of 10,000 to 14,999 may be compensated in an amount not to exceed \$5,450.00 per year. In order for this compensation to become effective for Hamilton Township supervisors, an ordinance must be adopted in accordance with Act 94 of 2024. Each elected supervisor entering office after the effective date of the ordinance shall receive compensation in the annual amount of \$5,450.00 in quarterly installments of \$1,362.50 each. On a motion by Mr. Troup, second by Mr. Rockwell, the Secretary was directed to advertise this proposed ordinance for adoption at the December 18, 2024 meeting.

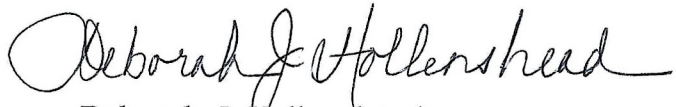
PURCHASE RESOLUTION FOR 2026 DUMP TRUCK, SNOWPLOW AND SPREADER – Pricing has been obtained from the Statewide CoStars contract for a new 2026 Western Star dump truck from Rivers Truck Center through Rife Motor Company, Inc. of Chambersburg, with dump body, mounted snowplow and spreader from J&J Truck Bodies through U.S. Municipal Supply of Huntingdon. The total package price for this equipment through the CoStars contract is \$224,086.00. On a motion by Mr. Troup, second by Mr. Yeager, the Secretary was authorized to execute the documents for this purchase.

EXECUTIVE SESSION – At 7:35 PM, the Board recessed the regular business meeting on a Troup/Yeager motion for the purpose of discussing personnel issues. The Executive Session was adjourned at 8:20 PM, and the regular business meeting was resumed.

ADMINISTRATIVE ASSISTANT POSITION – The previously tabled matter of an administrative assistant position was discussed this evening. Mr. Rockwell made a motion to hire two individuals for this position. The motion died for lack of a second. Mr. Troup made a motion to offer the position to Vicky Chavez, at a rate of \$20.00 per hour, plus benefits, with a start date of January 6, 2025. Mr. Yeager second the motion. Mr. Rockwell was opposed. Motion carried.

ADJOURNMENT – There being no further business this evening, the meeting was adjourned at 8:27 PM on a Troup/Yeager motion.

Respectfully submitted,

A handwritten signature in black ink, reading "Deborah J. Hollenshead". The signature is fluid and cursive, with the first name "Deborah" being more prominent.

Deborah J. Hollenshead  
Secretary/Treasurer