

Hamilton Township Board of Supervisors
Minutes of December 4, 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, and Lane Mulewich and Kaleb Dice – students at the Career Magnet School fulfilling a Civics class requirement.

MINUTES – The Minutes of the November 20, 2024 regular business meeting were approved as presented.

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

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

CUMBERLAND VALLEY ANIMAL SHELTER – The November animal intake report was received from the Cumberland Valley Animal Shelter. The report reflects that two dogs and four cats were accepted, all of which were strays.

ADVERTISEMENT OF INTENT TO APPOINT CPA FIRM FOR ANNUAL AUDIT – On a Rockwell/Yeager motion, the Board directed the Secretary to advertise the intended appointment of a Certified Public Accountant to perform the Annual Audit for the period January 1, 2024 to December 31, 2024. This appointment will be made at the January 6, 2025 Organization Meeting.

MEETING DATES FOR 2025 – The Secretary presented a listing of proposed meeting dates for 2025. This list was reviewed, and on a Yeager/Troup motion, the Board unanimously set the meeting dates for 2025 and the Secretary was directed to advertise them as follows: Board of Supervisors Organization Meeting – January 6, 2025; regular business meetings – January 6 and 15, February 5 and 19, March 5 and 19, April 2 and 16, May 7 and 21, June 4 and 18, July 2 and 16, August 6 and 20, September 3 and 17, October 1 and 15, November 5 and 19, December 3 and 17. Meetings will convene in the Municipal Office at 7:00 PM on the first Wednesday of each month, and at 3:00 PM on the third Wednesday of each month. The planning workshop meetings will be held on an as-needed basis on the following dates – February 6, March 6, April 3, May 1, June 5, August 7, September 4, October 2, November 6, and December 4. These meetings will convene in the Municipal Office at 9:00 AM.

APPROVAL OF DEPUTY TAX COLLECTOR – The Secretary informed the Board that Sage Brady, the individual appointed to serve as Tax Collector effective January 1, 2025, recently presented a form for the Board to approve her Deputy Tax Collector. Previously, Jodi Eiker’s Deputy was an elected Tax Collector from a neighboring municipality. That individual has requested that she not be Mrs. Brady’s Deputy as

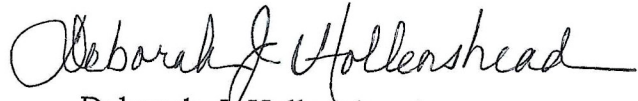
December 4, 2024 Meeting Minutes, continued

APPROVAL OF DEPUTY TAX COLLECTOR, CONTINUED

she plans to retire at the end of 2025. Mrs. Brady has requested that Kimberly Heck be approved to serve as her Deputy for the year 2025, which is the duration of her appointment to this position. The Secretary indicated that she consulted with the PA Department of Community and Economic Development regarding any qualifications required for an individual to serve as Deputy Tax Collector, and learned that there are none, other than the Deputy must be bonded. The appointed or elected Tax Collector remains responsible for taxes collected by the Deputy. The Deputy only performs duties in the case of the Tax Collector's incapacitation. On a Yeager/Troup motion, the Board unanimously approved Kimberly Heck as Mrs. Brady's Deputy Tax Collector.

ADJOURNMENT – There being no further business this evening, the meeting was adjourned at 7:20 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" and last name "Hollenshead" clearly legible.

Deborah J. Hollenshead
Secretary/Treasurer