

Hamilton Township Board of Supervisors
Minutes of January 6, 2025 Organizational Meeting

The Hamilton Township Board of Supervisors held their Organizational Meeting this evening at 7:00 PM. Members and staff present were Jeffrey Rockwell, Richard Troup, Ronald Yeager, Deborah Hollenshead, Ginger Powell and Patricia Clugston. There were no guests in attendance.

Mr. Rockwell was appointed Chairman for 2025 on a Troup/Yeager motion.

Mr. Troup was appointed Vice Chairman for 2025 on a Rockwell/Yeager motion.

On a Rockwell/Yeager motion, Deborah Hollenshead was appointed Secretary/Treasurer for 2025.

On a Yeager/Rockwell motion, Patricia Clugston was appointed as Assistant Treasurer/Assistant Secretary for 2025.

On a Yeager/Troup motion, the Treasurer's Bond was set at \$500,000.00, and the Assistant Treasurer's Bond was set at \$100,000.00.

Jeffrey Hollenshead was appointed as Roadmaster for 2025, with Phillip Pyles appointed as Assistant Roadmaster on a Troup/Yeager motion.

On a Rockwell/Yeager motion, Andrew J. Benchoff of Kornfield and Benchoff was appointed as Solicitor for 2025.

On a Rockwell/Yeager motion, Pennoni Associates was appointed as Engineer for 2025.

On a Rockwell/Yeager motion, the firm of Smith Elliott Kearns & Company, LLC was retained as the Township's Certified Public Accountant for 2025, and to perform the 2024 Audit.

Michael K. Kessinger was appointed to the Vacancy Board for 2025 on a Rockwell/Troup motion.

James Lytle was reappointed to a five-year term on the Hamilton Township Planning Commission on a Rockwell/Yeager motion.

Tina Gipe was reappointed to a five-year term on the Hamilton Township Municipal Authority on a Yeager/Troup motion.

Larry Rubeck was reappointed to a five-year term on the Bear Valley Franklin County Joint Authority Board on a Yeager/Troup motion.

Mr. Rockwell was reappointed as the representative to the Franklin County Area Tax Board for 2025, and Deborah Hollenshead was appointed as the alternate on a Yeager/Troup motion.

Mr. Rockwell was reappointed as the representative to the Franklin County Council of Governments for 2025 on a Troup/Yeager motion.

Mr. Troup was reappointed as the representative to the Chambersburg Ambulance Advisory Board for 2025 on a Yeager/Rockwell motion.

Mr. Troup was appointed as the representative to the Franklin County Emergency Services Alliance for 2025, with Mr. Yeager as an alternate, on a Yeager/Rockwell motion.
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On a Yeager/Troup motion, Orrstown Bank, F&M Trust Company of Chambersburg, and Pennsylvania Local Government Investment Trust (PLGIT) were named as depositories of Township funds for 2025.

On a Yeager/Troup motion, all three Supervisors and the Secretary were authorized as delegates to attend the 2025 PSATS Educational Conference in Hershey, PA on May 4 - 7, 2025, and to be reimbursed for all actual expenses incurred as authorized by the Second Class Township Code, Section 1402(g).

On a Troup/Yeager motion, Mr. Rockwell was appointed to serve as Voting Delegate at the 2025 PSATS Educational Conference.

On a Rockwell/Yeager motion, Jonathan Piper of JWP Environmental, Inc. was reappointed as Sewage Enforcement Officer for 2025, with Jakob Piper and Vincent Elbel being appointed to serve as the alternate should the need arise.

On a Yeager/Troup motion, the Sewage Enforcement fees for 2025 were set at \$1,075.00 per application. This is the first fee increase in the last 3 years.

On a Yeager/Troup motion, the expense reimbursement for members of the Hamilton Township Planning Commission was set at \$49.00 per meeting attended in 2025, not to exceed \$588.00 per year.

On a Rockwell/Troup motion, the Secretary's salary for meeting attendance in 2025 was set at \$800.00 per quarter.

On a Yeager/Troup motion, the mileage reimbursement rate for 2025 was set at 70 cents per mile, as per Internal Revenue Service guidelines.

There being no further organizational business this evening, the meeting was adjourned at 7:15 PM on a Troup/Yeager motion.

Respectfully submitted,



Deborah J. Hollenshead
Secretary/Treasurer