

Hamilton Township Board of Supervisors  
Minutes of May 7, 2025 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 present in addition to Mr. Rockwell were Richard Troup, Ronald Yeager, Patricia Clugston, Ginger Powell, and Solicitor AJ Benchoff. There were no guests in attendance.

MINUTES – The Minutes of the April 16, 2025 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.

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

CUMBERLAND VALLEY ANIMAL SHELTER – The April 2025 animal intake report was received from the Cumberland Valley Animal Shelter. There were twenty-three cats, and one dog, all strays, accepted at the Shelter in April.

PENNDOT CONNECTS 2025 MUNICIPAL OUTREACH SESSION – Our office received notice regarding PennDOT's 2025 Connects Municipal Outreach session, which will be held May 8, 2025, Noon – 1:00 PM at the District 8 office in Harrisburg. The information provided indicates that this session will provide an overview of the Road Safety Audit (RSA) process and the safety benefits for local communities. No one expressed an interest in attending.

DUNKIN' RIBBON CUTTING INVITATION – The local Dunkin' Franchisee emailed an invitation inviting the Township Supervisor's to attend a grand opening celebration for the store located at 1080 Lincoln Way West, Chambersburg, PA. The ribbon cutting ceremony will take place on May 17<sup>th</sup>, 2025, at 10:00 AM. Supervisor Yeager showed interest and is planning on attending.

MURRAY DEVELOPMENT GROUP – The land development plan for a proposed four-unit townhouse on Frank Road was previously approved pending the Board's approval for an amended plan showing revisions to the four sewer laterals. The developer submitted an amended plan sheet reflecting the sewer line changes. On a Yeager/Troup motion, the Board unanimously approved the amended plan.

AMEND AGENDA – After the agenda was posted, the Township became aware of issues pertaining to the retired Tax Collector and 2024 Real Estate Tax payments. On a Rockwell/Troup motion, the Board unanimously agreed to amend the agenda and add this item for discussion.

May 7, 2025 Meeting Minutes, continued.

DISCUSSION ON RETIRED HAMILTON TOWNSHIP TAX COLLECTOR – On the morning of May 7, 2025, The Hamilton Township Supervisor's Office received an email from the Franklin County Director of Tax Services informing the Supervisors of two separate instances where taxpayers/escrow companies have made 2024 Real Estate Tax payments to the now retired Tax Collector but those funds were not dispersed, resulting in delinquency. According to the County, multiple attempts were made to contact and resolve but these attempts were unsuccessful. The Board requested guidance from the Township Solicitor on how to proceed. Upon researching the Township's responsibility and liability on this topic, the Township Solicitor found that under Pennsylvania law, local tax collectors are independent elected officials, and are charged with the duty to collect from the taxpayer and remit local real estate taxes to the appropriate municipality. Because they have the duty to safeguard taxpayer funds, tax collectors are required to be bonded under the law. Based on a review of the tax remittances that Hamilton Township received from the retired Tax Collector, and to the best of the knowledge of Hamilton Township, its elected officials, and its representatives as of this date, all real estate tax receipts from the former elected tax collector, for and owing to Hamilton Township, have been properly accounted for. In the instance of a double-payment, or noncredited payment related to a real estate tax bill, the retired Tax Collector was the recipient of the funds and Hamilton Township does not have control over her funds or her accounts. Our records do not reveal any double-payments or noncredited payments held by Hamilton Township. In addition, Hamilton Township does not have information about real estate tax remittances to the other municipalities in this jurisdiction (i.e. Franklin County and Chambersburg Area School District). Since there could be the potential of criminal charges and penalties for a tax collector failing to perform their official duties as an independent elected official, the Solicitor advised the Board to contact the Pennsylvania State Police. On a Yeager/Troup motion, the Board unanimously agreed that Mr. Yeager would contact Pennsylvania State Police.

OPENING OF MATERIALS BIDS FOR 2025-2026 – Bids for aggregates, emulsions, petroleum products and related equipment for the 2025-2026 season were opened, publicly read, reviewed, and awarded as follows:

AGGREGATES – Bids were received for various types of aggregate material from Heidelberg Materials and New Enterprise Stone & Lime Company, Inc. On a motion by Mr. Yeager, second by Mr. Troup, the Board unanimously awarded the contract for #8, clean ¼-inch, #10 stone dust, PA #4, R-4 aggregates, and R-5 aggregates to Heidelberg Materials. The contract for 2RC, #57, and 2A was awarded to New Enterprise Stone & Lime Company, Inc. A copy of the bid tabulation is attached to these Minutes as "Exhibit A".

EMULSIONS – Bids were received for emulsions and related equipment rental from Midland Asphalt Materials, Inc., and Russell Standard Corporation. After a lengthy discussion, a motion was made by Mr. Yeager, second by Mr. Troup, the Board unanimously decided to table this bid award. The Board asked the Secretary to gather data of previous usage to present at the next meeting to do a more thorough comparison. The contract award for emulsions and related equipment rental will be awarded at the next Township Supervisor's meeting on May 21, 2025 at 3:00 PM.



May 7, 2025 Meeting Minutes, continued.

PETROLEUM PRODUCTS – Bids were received for petroleum products from AC&T Company, Inc., Heller's Gas, Inc., McCleary Oil Company, Inc., and Shipley Energy. On a motion by Mr. Yeager, second by Mr. Troup, the Board unanimously awarded the contract for 87 octane gasoline, diesel fuel for on-road use, heating fuel oil and propane to McCleary Oil Company, Inc. A copy of the bid tabulation is attached to these Minutes as "Exhibit B".

DISABLED VETERAN REAL ESTATE TAX EXEMPTION REQUEST – The Commonwealth of PA, Department of Military and Veteran's Affairs has issued a letter to Clarence D. Brown of 431 Miracle Lane, and Jordan C. Stanley of 51 Diopside Drive, verifying that they are totally and permanently disabled as a result of service-connected causes incurred during a period of war or armed conflict. The letter further indicates that they recommend that Mr. Brown and Mr. Stanley be approved for the exemption of all real estate taxes on their property. Based upon the information provided, on a Troup/Yeager motion, the Board unanimously approved these exemption requests for Hamilton Township real estate property tax. The Secretary was directed to notify Mr. Brown, Mr. Stanley, the Hamilton Township Tax Collector, and the Franklin County Tax Assessment Office.

REGULATING THE KEEPING OF RACING/CARRIER PIGEONS – A Hamilton Township Resident asked if racing pigeons were exempt from the Township's Ordinance No. 2023-176, Regulating the Keeping of Chickens and Fowl in Residential Areas. Mr. Benchoff, the Township Solicitor researched this topic. Pennsylvania House Bill No. 15 does authorize the flying of racing or carrier pigeons in second class townships therefore racing/carrier pigeons are exempt from the Township Ordinance. The Board was presented with this information and additional regulatory samples from other townships. On a motion by Mr. Yeager, second by Mr. Troup the Board unanimously agreed that racing/carrier pigeons remain exempt from the township ordinance. However, any coup or loft placed or constructed for housing of the pigeons must obtain a Land Use Permit and follow the Township setback regulations.

ADJOURNMENT – There being no further business this evening, the meeting was adjourned at 8:25 PM on a motion by Mr. Troup, second by Mr. Yeager.

Respectfully submitted,



Patricia L. Clugston  
Secretary

Exhibit A

HAMILTON TOWNSHIP BOARD OF SUPERVISORS  
BID TABULATIONS

May 7, 2025

*Bon/Rich all*

AGGREGATES	Plant Price	Delivered Price
<b>Company Name: HEILDELBURG MATERIALS</b>		
#8 -- PennDOT approved	19.00	24.00
Clean 1/4-inch	13.00	18.00
#10 Stone Dust	12.25	17.25
2 RC	10.25	15.25
PA #4	16.25	21.25
#57	16.50	21.50
2A	10.25	15.25
R-4 aggregate	19.00	24.00
R-5 aggregate	21.00	27.00
<b>Company Name: NEW ENTERPRISE STONE &amp; LIME CO.</b>		
#8 -- PennDOT approved	19.60	24.68
Clean 1/4-inch	19.60	24.68
#10 Stone Dust	12.70	17.78
2 RC	8.60	13.68
PA #4	17.50	22.58
#57	15.70	20.78
2A	10.00	15.08
R-4 aggregate	19.80	25.88
R-5 aggregate	24.40	32.48
<b>Company Name:</b>		
#8 -- PennDOT approved		
Clean 1/4-inch		
#10 Stone Dust		
2 RC		
PA #4		
#57		
2A		
R-4 aggregate		
R-5 aggregate		



Exhibit B

HAMILTON TOWNSHIP BOARD OF SUPERVISORS  
BID TABULATIONS

May 7, 2025

PETROLEUM PRODUCTS	
<b>Company Name: AC&amp;T COMPANY, INC.</b>	Delivered Price
Gasoline, 87 Octane or better	2.2450
Diesel Fuel, for on road use	2.4069
Fuel Oil	2.2545
Propane	1.4790
<b>Company Name: HELLER'S GAS, INC.</b>	
Gasoline, 87 Octane or better	
Diesel Fuel, for on road use	
Fuel Oil	
Propane	1.54
<b>Company Name: MCCLEARY OIL COMPANY, INC..</b>	
Gasoline, 87 Octane or better	2.271
Diesel Fuel, for on road use	2.35
Fuel Oil	2.204
Propane	1.32
<b>Company Name: SHIPLEY ENERGY</b>	
Gasoline, 87 Octane or better	2.59
Diesel Fuel, for on road use	2.93
Fuel Oil	2.46
Propane	1.70
<b>Company Name:</b>	
Gasoline, 87 Octane or better	
Diesel Fuel, for on road use	
Fuel Oil	
Propane	
<b>Company Name:</b>	
Gasoline, 87 Octane or better	
Diesel Fuel, for on road use	
Fuel Oil	
Propane	

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all