

Hamilton Township Board of Supervisors
Minutes of August 6, 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. Guests in attendance included Charmaine Nyman from Barley Snyder, Bob Sharrah and Scott Longstreth, from Sharrah Design Group.

MINUTES – The Minutes of the July 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.

MARION VOLUNTEER FIRE COMPANY 2nd QUARTER REPORTS – Our office has received various reports from the Marion Volunteer Fire Company regarding their activities during the 2nd Quarter 2025. Reports included fire and rescue calls, EMS calls, and budget to date.

2027-2030 TRANSPORTATION IMPROVEMENT PROGRAM CANDIDATE PROJECTS – Correspondence was received from the Franklin County Planning Department regarding prospective projects for inclusion in the 2027-2030 Transportation Improvement Program. The Board of Supervisors indicated that they had no projects to submit at this time.

FRANKLIN COUNTY 20,000 ACRE CELEBRATION INVITATION (RSVP BY SEPTEMBER 5TH) – The Township received an invitation from the Franklin County Commissioners and the Agricultural Land Preservation Board to attend a celebration marking 20,000 acres of preserved farmland. The event will be held on September 25, 2025, at 2:00 p.m., at 4675 Fort McCord Road, Chambersburg. Supervisor Yeager expressed interest in attending, depending on his schedule, and will inform the Secretary if he will be able to attend.

CUMBERLAND VALLEY ANIMAL SHELTER – The July 2025 animal intake report was received from the Cumberland Valley Animal Shelter. The report indicates that three stray cats and three stray dogs were accepted at the Shelter.

DISABLED VETERAN REAL ESTATE TAX EXEMPTION – The Commonwealth of Pennsylvania, Department of Military and Veterans Affairs, issued a letter to Sunil

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DISABLED VETERAN REAL ESTATE TAX EXEMPTION CONTINUED - Dhakal of 816 Lindia Drive verifying that he is totally and permanently disabled as a result of service-connected causes incurred during a period of war or armed conflict. The letter further recommended that Mr. Dhakal be approved for an exemption from all real estate taxes on his property. Based on the information provided, on a Troup/Yeager motion, the Board unanimously approved the exemption request for Hamilton Township real estate property tax. The Secretary was directed to notify Mr. Dhakal, the Hamilton Township Tax Collector, and the Franklin County Tax Assessment Office.

SALE OF OLD AND/OR UNUSED TOWNSHIP EQUIPMENT – The Board of Supervisors was presented with a list of Township equipment consisting of older units that have been replaced with newer models, as well as equipment that is no longer in use:

- 1998 International Dump Truck (#12) with plow & spreader
- 1987 Case Backhoe
- Galion Roller
- 1983 International Dump Truck (#7)
- 1979 Athey Belt Loader
- 2006 F-250
- 1994 Fuel Truck

Following discussion, on a Yeager/Troup motion, the Board unanimously approved the sale of all listed items except the 2006 F-250 and the 1994 Fuel Truck.

FRANKLIN COUNTY TAX CLAIM BUREAU – REPOSITORY SALE CONSENT – The Township received a letter from the Franklin County Tax Claim Bureau requesting the Board of Supervisors' consent to the sale of a non-tax-generating doublewide located at 5853 Mountain Road, Chambersburg. The property had been offered at both statutory upset sale and judicial sale; however, no bids were received to satisfy the municipal and/or school tax obligations owed. The Bureau requested a letter of consent to sell the 2000 doublewide for a repository bid of \$120.00, submitted by Pristate Vertex Group, LLC of White Haven, PA, in order to return the property to tax-generating status. On a Yeager/Rockwell motion, the Board unanimously agreed to have the Secretary prepare and send a letter of consent to the Franklin County Tax Claim Bureau.

PARKING VIOLATIONS ON GREGWAY DRIVE AND MEADOWCREEK DRIVE – The Secretary reported receiving numerous telephone complaints regarding illegal parking on Gregway Drive and Meadowcreek Drive. Parking violation notices have been placed on multiple vehicles in these areas, with limited compliance. Before contacting the Pennsylvania State Police and potentially initiating the towing of vehicles from the roadways, the Secretary requested the Board's approval to send a Parking Notice Letter to each resident living on these streets. On a motion by Mr. Yeager, seconded by Mr. Troup, the Board unanimously approved mailing letters to all residents on Gregway Drive and Meadowcreek Drive.

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MS4 ANNUAL REPORTING – The Board of Supervisors was informed that the annual Municipal Separate Storm Sewer System (MS4) required reporting will be submitted to DEP on August 8, 2025. It was also noted that MS4 permittees will not need to submit any documentation to renew the PAG-13 Permit, as the most recent permit extension remains in effect until further notice. In addition, the Back Creek Load Reduction Project completion and analysis report was received from LandStudies. According to the report, the Township has far exceeded the load reduction goals proposed in the Chesapeake Bay Pollutant Reduction Plan. No action required.

MURREN MANOR, LP – TERRACES AT GROVES LANDING, REVIEW OF LETTER/EMAIL FROM FRANKLIN FIRE COMPANY FIRE CHIEF MARK TRACE – The Board previously denied a waiver request for the Terraces at Groves Landing, located off Frank Road. The request sought relief from Article VI, Design Standards, Section 600.C.2 of the Township's Subdivision and Land Development Ordinance, which states that intersecting streets shall not enter the same side of a collector or major street at intervals of less than 800 feet. Following the denial, Sharrah Design Group received an email from Franklin Fire Company Fire Chief Mark Trace regarding the issue of one entrance versus two entrances. Chief Trace stated that, from an emergency services standpoint, he would always prefer two entrances and provided multiple supporting reasons. In light of this new information, Sharrah Design Group requested that the Board reconsider the waiver. Relying on the Township Solicitor's guidance, the Board indicated that a resubmission would be accepted, but approval or rejection of the revised request remains at the Board's discretion.

TOWNSHIP DUMP TRUCK PURCHASE – PAPERWORK AND PAYMENT – The Township has taken receipt of the 2026 International Dump Truck, which was ordered in November 2024. The Township Treasurer and Secretary requested the Board's approval for the Treasurer to release payment and for the Secretary to complete and sign the necessary paperwork. Upon review of the invoice, the Supervisors questioned the difference between the contracted amount of \$129,961 and the invoiced amount of \$131,461. River's Truck Service explained that the \$1,500 difference was due to the addition of \$3,000 in tariffs, which they agreed to split with the Township. After discussion, the Board directed the Secretary to investigate through COSTARS whether the Township is required to pay the tariffs. On a Troup/Yeager motion, this agenda item was tabled pending further clarification.

ADJOURNMENT – There being no further business this evening, the meeting was adjourned at 7:43 PM on a motion by Mr. Troup, second by Mr. Yeager.

Respectfully submitted,



Patricia L. Clugston
Secretary