

Hamilton Township Board of Supervisors
Minutes of September 3, 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 August 20, 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.

CORRESPONDENCE - FRANKLIN FIRE COMPANY LETTER OF SUPPORT – FOLLOW-UP – Hamilton Township previously received a request from the Franklin Fire Company to provide them with a letter of support. The Company wanted to apply for funding through the Harold L. Brake and Dolores K. Blake Legacy Fund. The Secretary received an email from Mr. Ken North, informing her that the Fire Department was going to wait and apply for the grant next year. No letter of support was provided.

PERSONS TO BE HEARD – MR. CHRIS WAGNER – SIGNAGE ISSUE ON HILLCREST AVE. – Mr. Wagener telephoned prior to the meeting and informed us that he was unable to attend.

DISABLED VETERAN REAL ESTATE TAX EXEMPTION – The Commonwealth of Pennsylvania, Department of Military and Veterans Affairs, issued letters verifying total and permanent disability, as a result of service-connected causes incurred during a period of war or armed conflict, for the following individuals:

- Joseph R. Shines of 1673 Hamilton Hills Drive
- Richard L. Trace of 954 Sollenberger Road

The letters further recommended that the above-mentioned individuals be approved for an exemption from all real estate taxes on their property.

On a Troup/Yeager motion, the Board unanimously approved the exemption request for Hamilton Township real estate property tax for Mr. Shines.

On a Troup/Yeager motion, the Board unanimously approved the exemption request for Hamilton Township real estate property tax for Mr. Trace.

The Secretary was directed to notify each veteran, the Hamilton Township Tax Collector, and the Franklin County Tax Assessment Office.

September 3, 2025 Meeting Minutes, continued.

ELECTRIC CONTRACT RENEWAL – The Treasurer informed the Board that the Township's current electric rate contract will expire in December 2025. World Kinect presented a renewal rate of \$0.09 per kWh for the new contract year. On a Yeager/Troup motion, the Board unanimously approved the renewal, and Chairman Rockwell signed the new contract.

2026 MINIMUM MUNICIPAL OBLIGATION – The Treasurer presented the Minimum Municipal Obligation worksheet for 2026 for the Township's Pension Plan. This worksheet projects the total annual payroll, and the total projected financial requirements for the Township's pension plan, which is anticipated to be \$37,800.00. On a motion by Mr. Troup, second by Mr. Yeager, this information was accepted.

JWP ENVIRONMENTAL, INC. – NOTICE OF VIOLATION – A notice of violation was issued for a malfunctioning septic system at 5448 Mountain Road. The property is vacant, and the Township's Sewage Enforcement Officer (SEO) has not received confirmation that the property owner received the notice. The SEO requested direction from the Board. The Solicitor advised making one additional attempt at notification by posting the notice directly on the property door and photographing the posting to document multiple contact efforts. If no response is received within seven business days, legal action should be initiated. On a Yeager/Troup motion, the Board unanimously authorized the SEO to post the property and proceed with legal action if necessary.

SHARRAH DESIGN GROUP, INC. REQUEST FOR 120-DAY EXTENSION ON THE LAND DEVELOPMENT & SUBDIVISION PLAN FOR TERRACES AT GROVES LANDING – Sharrah Design Group, on behalf of the owner and developer, Murren Manor, LP, requested a one-hundred-twenty (120) day extension to allow additional time to address Township Ordinance requirements. The current review period has already exceeded the ninety (90) day requirement outlined in Section 508 of the PA Municipal Planning Code. On a motion by Mr. Troup, seconded by Mr. Yeager, the Board unanimously approved the extension.

PSATS UNEMPLOYMENT COMPENSATION GROUP TRUST 2025 BALLOT FOR ELECTION OF TRUSTEES – A ballot was received from PSATS to vote for Cory Adams for a vacant position on the Board of Trustees. After reviewing the candidate's qualifications and experience, on a Yeager/Troup motion, the Board unanimously instructed the Secretary to complete, sign, and return the ballot.

TOWNSHIP DRIVEWAY STANDARDS – A question arose regarding the wording of the standards for driveway entrances connecting to public streets. After discussion, on a Troup/Yeager motion, the Board unanimously agreed to table the matter for further investigation.

September 3, 2025 Meeting Minutes, continued.

ROAD CREW WORKER JOB POSTING – On a Yeager/Troup motion, the Board unanimously instructed the office staff to repost the job listing on Indeed for a Road Crew Worker.

AGENDA AMENDMENT – 1998 INTERNATIONAL DUMP TRUCK – SALE TO HTMA – The Hamilton Township Municipal Authority expressed interest in purchasing the Township's 1998 International Dump Truck with plow and spreader, which was included on the approved Township equipment sale list. The Board discussed an acceptable purchase price and determined \$15,000 to be appropriate. On a Yeager/Troup motion, the Board unanimously approved the sale at this price and instructed the Secretary to prepare a letter to HTMA.

ADJOURNMENT – There being no further business this evening, the meeting was adjourned at 8:07 PM on a motion by Mr. Yeager, second by Mr. Troup.

Respectfully submitted,

A handwritten signature in blue ink, reading "Patricia L. Clugston". The signature is fluid and cursive, with the first name "Patricia" and last name "Clugston" clearly legible.

Patricia L. Clugston
Secretary