

Hamilton Township Board of Supervisors
Minutes of October 15, 2025 Meeting

The Hamilton Township Board of Supervisors met in a duly advertised business meeting this afternoon with Chairman Jeffrey Rockwell calling the meeting to order at 3:00 PM. Members and guests present in addition to Mr. Rockwell were Richard Troup, Ronald Yeager, Patricia Clugston, Ginger Powell, Solicitor AJ Benchoff, Bob Sharrah from Sharrah Design Group, Inc. and Township Residents David & Virginia Hughes.

MINUTES – The Minutes of the October 1, 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 October 2025 intake report was received from the Cumberland Valley Animal Shelter. There were 16 cats accepted, all of which were strays.

MARION VOLUNTEER FIRE COMPANY 3RD QUARTER 2025 REPORTS - Third Quarter 2025 reports were received from the Marion Volunteer Fire Company, providing details on the number and types of calls responded to, as well as a budget comparison for the period.

FRANKLIN VOLUNTEER FIRE COMPANY LOCAL SHARE ASSESSMENT GRANT – The Township was contacted by a representative of the Franklin Volunteer Fire Company requesting that the Board of Supervisors apply for the 2025–2026 Local Share Assessment (LSA) Grant on their behalf. The Fire Company intends to use the grant funds to refurbish a 2004 fire engine to address critical mechanical issues and bring the vehicle into compliance with NFPA standards. On a Troup/Yeager motion, the Board unanimously approved authorizing the Secretary to prepare and submit the LSA Grant application in support of the Franklin Volunteer Fire Company.

5448 MOUNTAIN ROAD SEPTIC MALFUNCTION UPDATE – The Township's Sewage Enforcement Officer reported that the property located at 5448 Mountain Road is currently vacant and generating no wastewater. Provided the property remains unoccupied, no further action is required at this time.

PERSONS TO BE HEARD – DAVID HUGHES TOWNSHIP RESIDENT – Mr. Hughes addressed the Board with concerns regarding a stormwater runoff area located at the rear of his property on Elizabeth Drive. He presented photos showing a damaged corrugated drainage pipe, a fallen tree, and grass clippings obstructing the drainage

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PERSONS TO BE HEARD – DAVID HUGES TOWNSHIP RESIDENT CONTINUED - basin. After reviewing the photos, the Board advised Mr. Hughes that maintenance of the stormwater runoff area is the responsibility of the property owners. No action was taken by the Board.

TERRACES AT GROVES LANDING WAIVER (RESUBMISSION) – The Sharrah Design Group presented a request to the Board for a waiver related to the Terraces at Groves Landing development off Frank Road. The requested exception pertained to Article VI, Design Standards, Section 600.C.2 of the Township's Subdivision and Land Development Ordinance, which states that intersection streets shall not enter into the same side of collector or major streets at intervals of less than eight hundred feet (800'). Following the initial denial of this waiver request, Sharrah Design Group requested the opportunity to present additional supporting documentation and resubmit the waiver. After review of the supplemental materials, discussion, and upon the advice of the Township Solicitor, the Board agreed to refer the waiver request to the Hamilton Township Planning Commission for review and recommendation. On a Troup/Yeager motion, the Board unanimously approved submitting the waiver request to the Planning Commission for review.

LUKE STOUFFER -SEWAGE FACILITIES PLANNING MODULE – A 2.6-acre lot is being subdivided from land owned by Jared and Luke Stouffer off Leafmore Road for the proposed construction of a single-family dwelling with an on-lot well and septic system. On a Rockwell/Yeager motion, pending Hamilton Township Planning Commission approval, the Board directed the Secretary to complete the Township's portion of the Sewage Facilities Planning Module and forward it to the Pennsylvania Department of Environmental Protection (DEP) for review.

CYNTHIA BAKER – PLANNING WAIVER AND NON-BUILDING DECLARATION – The Township Office received a Planning Waiver and Non-Building Declaration for a subdivision plan involving land owned by Cynthia Baker off Papermill Road. The lot will be retained by Ms. Baker and is already improved with an existing single-family dwelling, an outbuilding, and public water and sewer service. On a Rockwell/Troup motion, pending Hamilton Township Planning Commission approval, the Board authorized the Secretary to sign the exemption and forward it to the Pennsylvania Department of Environmental Protection (DEP) for review.

SALE OF TOWNSHIP EQUIPMENT – 1984 540 FRONT-END LOADER - The Board received notification from the Township Roadmaster that the brakes have failed on the 1984 540 Front-End Loader. Replacement parts are proving difficult and costly to obtain. It was recommended that the Board consider selling this piece of equipment at auction. On a Yeager/Troup motion, the Board unanimously approved the sale of the loader.

Following this discussion, the Board reviewed options for purchasing a replacement. Mr. Rockwell obtained a quote for a 2024 John Deere 524P 4WD Loader, originally priced at \$311,811, with COSTARS pricing and dealer discounts reducing the

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SALE OF TOWNSHIP EQUIPMENT – 1984 540 FRONT-END LOADER CONTINUED - purchase price to \$171,400. Upon review of the specifications and quote, Mr. Yeager made a motion to approve the purchase. Mr. Troup seconded the motion, with the stipulation that the purchase is subject to staff review and inspection of the equipment.

DISABLED VETERAN REAL ESTATE TAX EXEMPTION – The Commonwealth of Pennsylvania, Department of Military and Veterans Affairs, issued a letter to Stephen Boyer of 5399 Guitner Road, 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. Boyer 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. Boyer, the Hamilton Township Tax Collector, and the Franklin County Tax Assessment Office.

PUBLIC COMMENT – Guests present were provided an opportunity to make comments or inquiries. Mr. Hughes stated that it was a very inspiring meeting.

ADJOURNMENT – There being no further business this afternoon, the meeting was adjourned at 3:46 PM on a motion by Mr. Troup, second by Mr. Yeager.

Respectfully submitted,



Patricia L. Clugston
Secretary