

Hamilton Township Board of Supervisors
Minutes of December 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 Rich Troup, Ron Yeager, Patricia Clugston, Ginger Powell, Solicitor AJ Benchoff, Robert Sharrah from Sharrah Design Group, Inc., Kurt Williams from Salzmann Hughes, P.C., and Justin Clark from DRB Group.

MINUTES – The Minutes of the November 19, 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.

FRANKLIN COUNTY FARM BUREAU, INC. FARM LAND PRESERVATION – Correspondence addressed to the elected officials was received and shared with the Board of Supervisors. The letter requested that the Board take action to help preserve farming practices and farmland within Hamilton Township. The Township currently maintains an Agricultural Security Area (ASA) Program as an existing tool for agricultural preservation. No action was taken.

SHARRAH DESIGN GROUP – TERRACES AT GROVES LANDING CONSIDERATION OF ALTERNATIVE ENTRANCE – Sharrah Design Group submitted a more detailed drawing of a boulevard-style entrance for a townhouse development off Frank Road, to the Township Engineer, Bill Rudy, for review and comment. Mr. Rudy reported no significant objections to the revised concept plan; however, updated plans and reports will need to be submitted, and a new traffic study will be required. Based on these comments, Sharrah Design Group, on behalf of Murren Manor, LP, submitted a formal withdrawal of the previously submitted waiver and advised they will provide written notification to withdraw the current subdivision and land development plan. On a Troup/Yeager motion, the Board unanimously accepted the withdrawal.

SPRING VIEW FARMS ADMINISTRATIVE ADDENDUM – Mr. Kurt Williams, representing DRB Group, Inc., presented the Board with an Administrative Addendum for Spring View Farms a development located off Warm Spring Road. This addendum to the originally recorded plan outlines a phasing schedule for the proposed residential development. The projected build-out includes 41 lots through 2026 and 29 lots through 2027. On a motion made by Mr. Rockwell and seconded by Mr. Yeager, the Board voted to approve the phasing schedule as presented.

December 3, 2025 Meeting Minutes, continued

AGRICULTURAL SECURITY AREA RESOLUTION – The Board has completed its seven-year review of Hamilton Township's Agricultural Security Area (ASA). During this review, a total of 88.71 acres previously included in the ASA were removed. The updated ASA now consists of 53 parcels with a combined total of 3,426.15 acres. The final listing was reviewed by the ASA Advisory Committee, the Franklin County Planning Commission, and the Hamilton Township Planning Commission, all of which recommended approval and continuance of the ASA. On a Troup/Yeager motion, the Board unanimously approved and adopted the modified Agricultural Security Area Resolution 2025-196. On a Yeager/Troup motion, the Board granted the Secretary authorization to certify the resolution and file it with the Franklin County Register and Recorder's Office.

2026 MEETING DATES – The Secretary presented a listing of proposed meeting dates for 2025. This list was reviewed, and on a Rockwell/Yeager motion, the Board unanimously set the meeting dates for 2026 and the Secretary was directed to advertise them as follows: Board of Supervisors Organization Meeting – January 5, 2026; regular business meetings – January 5 and 21, February 4 and 18, March 4 and 18, April 1 and 15, May 6 and 20, June 3 and 17, July 1 and 15, August 5 and 19, September 2 and 16, October 7 and 21, November 4 and 18, December 2 and 16. Meetings will convene in the Township Office at 7:00 PM on the first Wednesday of each month, and at 3:00 PM on the third Wednesday of each month. The planning workshop meetings will be held on an as-needed basis on the following dates - February 5, March 5, April 2, May 7, June 4, July 2, August 6, September 3, October 8, November 5, December 3. These meetings will convene in the Township Office at 9:00 AM. The Hamilton Township Planning Commission meetings will be held on an as-needed basis on the following dates - January 20, February 17, March 17, April 21, May 19, June 16, July 21, August 18, September 15, October 20, November 17, December 15. Meetings will convene in the Hamilton Township Planning Commission Building at 7:00 PM.

DISABLED VETERAN REAL ESTATE TAX EXEMPTION – The Commonwealth of Pennsylvania, Department of Military and Veterans Affairs, issued a letter to Timothy K. Eckrey of 1362 Hunters Chase, 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. Eckrey 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. Eckrey, the Hamilton Township Tax Collector, and the Franklin County Tax Assessment Office.

COMPLAINT CLARIFICATION – BUSINESS VS. NUSANCE ORDINANCE VIOLATION – The Secretary presented photos of several complaint properties for the Board's review. Two of the properties in question are operating businesses from their homes and believe they are exempt from the Township's Nuisance Ordinance. After review and


December 3, 2025 Meeting Minutes, continued

COMPLAINT CLARIFICATION – BUSINESS VS. NUSANCE ORDINANCE VIOLATION
CONTINUED – discussion, Mr. Yeager made a motion to send violation notices to both properties; the motion was seconded by Mr. Troup and approved.

An obstruction in the road right-of-way at a third property was also discussed. Solicitor Benchoff abstained from the discussion. After reviewing the photos, the Board determined—subject to verification of the road right-of-way—that both neighboring properties have objects encroaching into the right-of-way. On a Yeager/Troup motion, the Board instructed the Secretary to send notices.

ADJOURNMENT – There being no further business this evening, the meeting was adjourned at 7:40 PM on a motion by Mr. Troup, second by Mr. Yeager.

Respectfully submitted,



Patricia L. Clugston
Secretary