

Hamilton Township Board of Supervisors  
Minutes of March 18, 2026 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 present in addition to Mr. Rockwell were Richard Troup, Ron Yeager, Patricia Clugston, Ginger Powell, Solicitor AJ Benchoff, Colleen Tidd and Matt Romero from Franklin County Planning. Also in attendance were Township residents Dwight and Lisa Mickey.

MINUTES – The Minutes of the March 4, 2026 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 – FEBRUARY 2026 INTAKE REPORT - The February 2026 Intake Report was received from the Cumberland Valley Animal Shelter. A total of one (1) dog and five (5) cats were accepted, all of which were strays.

TRANSPORTATION IMPACT FEES – PENNONI EMAIL –The Secretary shared an email from the Township’s engineering firm outlining the next steps for completing the Township’s Capital Transportation Improvements Plan. The Supervisors reviewed the email and directed the Secretary to continue placing this item on future agendas for further discussion.

EASTERN GAS TRANSMISSION AND STORAGE – PROJECT OAK LEAF – The Township was notified that Eastern Gas Transmission and Storage is preparing to initiate a pipeline installation project through a small portion of the southern area of the Township. A sample letter to be sent to affected property owners was provided for review. No action was required.

FRANKLIN COUNTY CONSERVATION DISTRICT – GRAND ANNIVERSARY BANQUET INVITATION – The Township received an invitation for the Supervisors to attend a Grand Anniversary Banquet on June 23, 2026. The event will commemorate 70 years of the Franklin County Conservation District’s partnership with the community in conserving soil and water resources. No action was required.

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DWIGHT MICKEY – REQUEST FOR SIGNAGE – Township resident Dwight Mickey attended the meeting at the recommendation of PennDOT. Mr. Mickey requested the installation of two signs along Route 30 (eastbound and westbound) to alert motorists to the presence of farm equipment. Mr. Mickey owns and operates an orchard and must cross Route 30 multiple times to access his land. PennDOT referred the request to the Township. Following a brief discussion, Mr. Troup made a motion to purchase and install the farm machinery signs, which was seconded by Mr. Yeager.

FRANKLIN COUNTY PLANNING – Ms. Colleen Tidd and Mr. Matt Romero of Franklin County Planning attended the meeting to inform the Board of Supervisors of the County’s efforts to develop an ordinance regulating the construction of data centers in the area. The Board acknowledged the proposed ordinance and indicated its intent to consider adoption for Hamilton Township upon the County’s adoption. No action was taken.

CALVARY STATION LAND DEVELOPMENT – UMH PROPERTIES, INC. – NOTIFICATION OF JOINT PERMIT APPLICATION – Documents were received from Herbert, Rowland & Grubic, Inc. (HRG) on behalf of their client, UMH Properties, Inc., regarding the Calvary Station Land Development project. At the Solicitor’s recommendation, this item had been tabled at the previous meeting to allow the Secretary to obtain clarification from HRG. Clarification was received indicating that the application will be submitted to PADEP and is required for construction and utility crossings through onsite wetlands. On a Troup/Yeager motion, the Board directed the Secretary to complete and return the form.

DISABLED VETERAN REAL ESTATE TAX EXEMPTION – The Commonwealth of Pennsylvania, Department of Military and Veterans Affairs, issued a letter to David L. Hoffman of 1995 Maylinn 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. Hoffman be approved for an exemption from all real estate taxes on his property. Based on the information provided, and on a Troup/Yeager motion, the Board unanimously approved the exemption request for Hamilton Township real estate taxes. The Secretary was directed to notify Mr. Hoffman, the Hamilton Township Tax Collector, and the Franklin County Tax Assessment Office.

REVIEW AND COMMENT ON NORTHERN FRANKLIN COUNTY JOINT COMPREHENSIVE PLAN – Hamilton Township received a draft of the 2026 Comprehensive Plan Update for the Northern Franklin County Joint Comprehensive Plan, which includes Fannett, Letterkenny, and Lurgan Townships. Prior to public hearing and adoption, adjoining municipalities were invited to provide comments. Solicitor Benchoff reviewed the plan and reported no concerns. On a Yeager/Troup motion, the Board directed the Secretary to respond that the draft was reviewed and that Hamilton Township has no comments.

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PENNDOT RESPONSE FORM – LINCOLN WAY WEST SAFETY IMPROVEMENT PROJECT – Hamilton Township received notification from PennDOT regarding a road safety improvement project on Lincoln Way West, extending from the Sollenberger Road intersection to West Side Plaza. A response form was provided to the Supervisors to submit comments and additional information related to the project. No action was taken to allow the Supervisors time for review.

ANNUAL AUDIT REPORT FOR 12/31/2025 – SEK CPAs & ADVISORS – The Treasurer presented the Board with the results of the 2025 Annual Audit. The certified public accounting firm SEK CPAs & Advisors conducted the audit and prepared the financial report for the period ending December 31, 2025. The report has been filed with the Pennsylvania Department of Community and Economic Development, as required. A copy of the audit report, along with accompanying correspondence, was provided to the Board for review. It was noted that there were no identified deficiencies in internal control, no significant accounting estimates, no difficulties encountered in working with management during the audit, and no uncorrected misstatements. The Treasurer requested approval to advertise the required legal notice. On a Rockwell/Yeager motion, the Board granted approval.

PENSION TRUSTEE CHANGE – The Treasurer requested approval to change the Trustee for the Township Employee Pension Plan from the Secretary to the Treasurer. This change will allow for more efficient management of pension-related documents and authorize the Treasurer to sign necessary documents. Mr. Rockwell will remain as the second trustee and authorized signer. On a Troup/Yeager motion, the Board approved the change.

MAGISTERIAL DISTRICT JUSTICE CASES – The Secretary requested approval to prepare two withdrawal letters for court cases that are no longer issues and to file criminal charges against three properties in violation of the Township's Nuisance Ordinance. Mr. Yeager made a motion to authorize the Secretary to prepare the withdrawal letters and file charges against the violating property owners. Mr. Troup seconded the motion, and the Board approved.

ADJOURNMENT – There being no further business this afternoon, the meeting was adjourned at 3:42 PM on a Troup/Yeager motion.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Patricia L. Clugston". The signature is fluid and cursive, with a large initial "P" and "C".

Patricia L. Clugston  
Secretary