Hamilton Township Board of Supervisors
Minutes of September 16, 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, and Andrew Benchoff. Also in attendance were Township residents David and Virginia Hughes.

MINUTES – The Minutes of the September 2, 2026, regular business meeting were approved as presented.

ACCOUNTS PAYABLE LIST – The Accounts Payable List was approved on a motion by Mr. Troup, seconded by Mr. Yeager.

TREASURER'S REPORT – The Treasurer's Report was received and reviewed without comment.

CUMBERLAND VALLEY ANIMAL SHELTER – The August 2026 animal intake report was received from the Cumberland Valley Animal Shelter. The report indicates that eleven stray cats and one stray dog were accepted at the Shelter.

RESOLUTION TO REGULATE PUBLIC COMMENT AND CONDUCT DURING PUBLIC MEETINGS – At its September 2 meeting, the Board of Supervisors tabled this matter to allow the Secretary to prepare a resolution for Hamilton Township. The Board was presented with the proposed resolution for review. Upon review, Mr. Yeager made a motion to adopt the resolution, seconded by Mr. Troup. The Board unanimously adopted the resolution.

E. JAY & AUDRA LUCUS – LOT ADDITION – This plan proposes the subdivision of lands from Lots 13 and 15 to be added to Lot 14, depicting the accurate property boundaries for these lots located on Johnson Road and Blueberry Lane. The Hamilton Township Planning Commission previously reviewed the plan and recommended approval. On a Troup/Yeager motion, the Board approved the subdivision plan.

LARRY E. & GRACE E. MEYERS – LOT SUBDIVISION – This plan had been reviewed by the Hamilton Township Planning Commission. The Planning Commission discovered an easement that was not identified on the plan and requested that the easement be properly identified on the subdivision plan before the plan was presented to the Board of Supervisors. Therefore, this plan was not presented to the Board for approval consideration.

AMOS BRICKER POULTRY OPERATION – LAND DEVELOPMENT PLAN – This land development plan proposes the construction of two chicken housing buildings located at 4427 Rumler Road. In addition, a waiver of §403.A.H of the Hamilton Township Stormwater Management Ordinance was requested.
Because the acreage included within the prepared plans covers such a large area, a request was made to allow a scale of 1" = 150' on Sheet 2 of 7. Typically, plan drawings are prepared at scales such as 1" = 10', 20', 30', etc.

AMOS BRICKER POULTRY OPERATION – LAND DEVELOPMENT PLAN CONTINUED – The Hamilton Township Planning Commission previously reviewed the plan and waiver request and recommended approval.
After review and discussion, on a Rockwell/Troup motion, the Board voted to approve the use of a 1" = 150' scale on Sheet 2, General Site Layout Plan. On a Rockwell/Yeager motion, the Board approved the Land Development Plan for the construction of two chicken housing buildings.

SUSAN K. MOWER – VARIANCE APPLICATION – A variance application was submitted by Susan K. Mower for property located at 991 Laurich Drive. Ms. Mower is requesting a variance from the 35-foot front building setback in order to increase the width of her front porch to provide additional space for patio furniture.
The Board's procedure is to officially acknowledge receipt of a variance application and then establish a variance hearing date and time following proper advertisement and notification procedures. The Board and Solicitor Benchoff discussed that, as presented, the application does not provide sufficient justification for granting a variance from the front building setback. On a Yeager/Troup motion, the Secretary was directed to notify Ms. Mower through correspondence of the Board's discussion and decision.

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

- 2000 International Dump Truck with plow and spreader
- Manlift
- Straw Thrower
- Log Splitter
- Temple Spreader (selling 3 of the 5)

Following discussion, on a Yeager/Troup motion, the Board unanimously approved the sale of all listed items with the exception of the manlift and straw thrower. The Board tabled these two items for further review.

DISABLED VETERAN REAL ESTATE TAX EXEMPTION – The Board reviewed correspondence from the Pennsylvania Department of Military and Veterans Affairs verifying that Edward A. Pitzer, of 28 Nottingham Drive, Chambersburg, Pennsylvania, is totally and permanently disabled due to service-connected causes incurred during a period of war or armed conflict. The Department recommended that Mr. Pitzer receive a real estate tax exemption.
On a motion by Mr. Troup, seconded by Mr. Yeager, the Board unanimously approved the exemption from Hamilton Township real estate taxes. The Secretary was directed to notify Mr. Pitzer, the Hamilton Township Tax Collector, and the Franklin County Assessment Office.

2026 FRANKLIN COUNTY HAZARD MITIGATION PLAN UPDATE – The Franklin County Department of Emergency Services requested that Hamilton Township review its Hazard Mitigation Plan and update any threat assessment rankings as needed. On a Yeager/Troup motion, the Board unanimously agreed to table this agenda item to allow additional time for review.

SPENDING POLICY – The Treasurer presented the Board with a proposed purchasing policy for Township employees. The Secretary located sample procedures for the Board to review and discuss. The proposed policy would provide guidance regarding purchase price thresholds and required approvals.
On a motion made by Mr. Yeager, seconded by Mr. Troup, the Secretary and Treasurer were directed to work together to prepare a purchasing policy for the Board to review at its next scheduled meeting.

ADJOURNMENT – There being no further business this afternoon, the meeting was adjourned at 3:55 PM on a Troup/Yeager motion.

Respectfully submitted,
Patricia L. Clugston
Secretary