Hamilton Township Board of Supervisors
Minutes of October 21, 2026 Meeting

The Hamilton Township Board of Supervisors met in a duly advertised business meeting on October 21, 2026. Chairman Jeffrey Rockwell called the meeting to order at 3:00 PM. Supervisors present were Chairman Jeffrey Rockwell, Richard Troup, and Ron Yeager. Also, present were Patricia Clugston and Ginger Powell. In attendance were Township Solicitor Andrew Benchoff, Kevin Carmack and Noah Clevenger of Allsafe Building Code Services, Glenn Watson of Dennis E. Black Engineering, and Michael Runyon of Byers & Runyon Surveying.

MINUTES – The minutes of the October 7, 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.

MARION VOLUNTEER FIRE COMPANY – THIRD QUARTER 2026 REPORTS – The Board received the Marion Volunteer Fire Company's third-quarter 2026 reports, which provided information regarding the number and types of calls to which the company responded, along with a budget comparison for the reporting period.

PENNONI – PROPOSED 2027 RATE INCREASES – The Township received correspondence from its appointed engineering firm, Pennoni, outlining proposed rate increases for 2027. The Secretary presented the correspondence to the Board, including a comparison of the updated rates. No action was taken.

ROUNDTABLE INVITATION REGARDING FIRE AND EMS BOX CARDS – The Township received an email invitation for municipal leaders, including fire and EMS chiefs, to participate in a roundtable discussion hosted by the Pennsylvania Department of Community and Economic Development (DCED) regarding fire and EMS box cards. The discussion noted that several factors are considered when developing box cards. Municipalities typically rely on their fire chiefs to evaluate these factors and recommend response assignments that best protect residents. Greene Township municipal leaders have been working with local fire chiefs to develop response standards, with box cards playing an important role in that process. The roundtable may provide an opportunity to gain a better understanding of how box cards are developed and implemented. No action was required.

PERSONS TO BE HEARD – KEVIN CARMACK, ALLSAFE BUILDING CODE SERVICES – Mr. Kevin Carmack contacted the Township Office and requested an opportunity to present to the Board of Supervisors. Mr. Carmack introduced Allsafe Building Code Services as an additional option for building code compliance services.
He explained that Allsafe offers a simplified fee schedule, competitive pricing, certified inspectors, and experienced staff. He also noted that the company is locally based in Chambersburg. Mr. Carmack requested that the Board consider allowing Allsafe to

PERSONS TO BE HEARD – KEVIN CARMACK, ALLSAFE BUILDING CODE SERVICES CONTINUED - serve as an additional provider of building code compliance services for the Township. The Board thanked Mr. Carmack for his presentation. No action was taken.

HILBRO, LLC – SUBDIVISION PLAN – Mr. Glenn Watson of Dennis E. Black Engineering presented a subdivision plan for property owned by Hilbro, LLC, located off Commerce Street. The plan proposed reconfiguring three parcels by transferring acreage from Parcel A-1C to Parcels A-1A and A-1B.
The Board reviewed the plan and considered the Hamilton Township Planning Commission's recommendation. On a motion by Mr. Yeager, seconded by Mr. Troup, the Board approved the subdivision plan.

CAROL A. HAMILTON IRREVOCABLE TRUST – SUBDIVISION PLAN – Mr. Michael Runyon of Byers & Runyon Surveying presented a subdivision plan for property located at 5727 Bricker Road. The plan proposed subdividing the improved Lot No. 1 from the remaining farmland.
The Hamilton Township Planning Commission reviewed the plan and recommended approval. On a motion by Mr. Rockwell, seconded by Mr. Yeager, the Board approved the subdivision plan.

SHERAH L. BLANKENSHIP – SEWAGE PLANNING MODULE FOR DEP SUBMISSION – The Board considered a sewage planning module for proposed new construction of a single family dwelling on Foxtail Road. On a motion by Mr. Yeager, seconded by Mr. Troup, the Board approved the sewage planning module for submission to the Pennsylvania Department of Environmental Protection (DEP) and directed the Secretary to complete the required documentation and submit it to DEP. This action constituted approval of the module for submission only.

TOWNSHIP EMPLOYEES' HEALTH INSURANCE – TOM SHEARER, STRICKLER AGENCY – At the Township's request, Mr. Tom Shearer of the Strickler Agency attended the meeting to provide the Board with a follow-up review of the Township's new employee health insurance policy. No action was taken.

GARAGE DOOR WINDOW REPLACEMENTS – The Board discussed the need to replace the window assemblies in the doors at the Township garage. The rubber seals around the existing windows have deteriorated, causing the windows to become dislodged and allowing cold air and moisture to enter the garage.
The Township received the following quotes for replacement window assemblies and frames:

- Martin's Garage Doors – $2,688.00
- Interstate Garage Doors, Inc. – $3,074.00

On a motion by Mr. Troup, seconded by Mr. Yeager, the Board voted to accept the quote from Martin's Garage Doors and directed the Treasurer to proceed with ordering the replacement window assemblies.

HAMILTON RURITAN CLUB – REQUEST FOR FINANCIAL SUPPORT – Mr. Paul Cullinane, Secretary of the Hamilton Ruritan Club, submitted a letter outlining the Club's community activities for 2026 and requesting the Township's continued financial contribution of $600.00.

HAMILTON RURITAN CLUB – REQUEST FOR FINANCIAL SUPPORT CONTINUED - Mr. Yeager made a motion to continue the Township's financial support, which was seconded by Mr. Troup. The motion was unanimously approved.

TOWNSHIP ZONING AND TRAFFIC IMPACT FEES – Chairman Rockwell initiated a discussion regarding the possibility of implementing zoning in Hamilton Township. Mr. Troup expressed strong opposition to the proposal. No motion was made, and no action was taken regarding zoning.
The Board then discussed the potential implementation of traffic impact fees. It was noted that a comprehensive traffic impact study would need to be conducted by the Township's engineering firm and could involve a significant expense. Once completed, the study could provide a basis for establishing traffic impact fees to help fund roadway improvements necessitated by new development.
On a motion by Mr. Yeager, seconded by Mr. Troup, the Board directed the Secretary to contact Pennoni and request a proposal outlining the process and anticipated costs of conducting a traffic impact study.

ADJOURNMENT – There being no further business this afternoon, the meeting was adjourned at 4:00 PM on a Troup/Yeager motion.

Respectfully submitted,
Patricia L. Clugston
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Secretary