

Hamilton Township Board of Supervisors  
Minutes of December 20, 2023 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, Deborah Hollenshead, Lindsay Mull and Shana Frantz of the South Hamilton Elementary PTO, Abby McElhiney of GhostWriter, LLC, Paul Cullinane of the Hamilton Ruritan Club, and resident Tom Luzzi.

MINUTES – The Minutes of the December 6, 2023 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. Mr. Rockwell abstained.

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

PERSONS TO BE HEARD – SOUTH HAMILTON ELEMENTARY PTO – Recently, our office was contacted by a representative of GhostWriter, a company that provides services to assist with writing grant applications for organizations. It was requested that the South Hamilton Elementary School PTO be on the agenda for the December 20, 2023 meeting. The South Hamilton Elementary School PTO is seeking funding sources to assist with the purchase of new playground equipment. The PTO has obtained a quote from George Ely Associates of Carlisle, PA for a new play structure, and installation by an independent contractor, for a total amount of \$51,655.00. The initial email suggested that the Township use American Rescue Plan Act (ARPA) funds or other means to contribute toward that purchase. The Secretary responded, indicating that the ARPA funds were already allocated for traffic improvements within the Township. At today’s meeting, two representatives of the PTO were in attendance, Lindsay Mull – PTO Vice President, and Shana Frantz. Also attending was Abby McElhiney of GhostWriter. During the discussion, they indicated that they have currently raised \$8,000.00 toward the purchase of the playground equipment. The Board of Supervisors was asked to consider supporting the project financially, and by providing letters of support to accompany grant applications. Chairman Rockwell explained that there was nothing budgeted in the proposed 2024 budget for this project, and the 2024 budget was proposed to be adopted at today’s meeting. It was also explained that the Township has previously supported the two youth sports organizations within the Township equally; however, to financially support one educational facility when there are others within the Township would be unfair. As for providing letters of support, the Secretary explained that because we have only been approached for letters of support for sewer and water projects within the Township, it is preferred that this request be discussed with the Township Solicitor. Chairman Rockwell indicated that this matter would be further discussed, and we would get back to them as soon as possible. On a Troup/Yeager motion, this matter was tabled.

December 20, 2023 Meeting Minutes, continued

CROTTLESTOWN ROAD BRIDGE PROJECT BID AWARD – Copies of the bid tabulation for the replacement of the Crottletown Road bridge were provided to the Board. As advertised, bid information and specifications were available through PennBid, with bids to be opened December 15, 2023 at 10:00 AM, and the bid award to be held at the December 20, 2023 meeting. Township Engineer Bill Rudy was present at the Township Office for the bid opening, at which time he and the Secretary reviewed the six bids submitted through PennBid. Mr. Rudy has reviewed all bids for completeness, and has determined that they are all qualified. It was recommended that the bid contract be awarded to the low bidder, Miller Soil Solutions, Inc. of Dillsburg, PA. On a motion by Mr. Troup, second by Mr. Yeager, the Board unanimously awarded the contract to Miller Soil Solutions, Inc. A complete bid tabulation is attached to these Minutes as Exhibit A.

2024 OPERATING BUDGET – The Treasurer advised that the proposed 2024 Operating Budget for the General Fund and the State Liquid Fuels Fund has not been modified since originally presented at the November 15, 2023 meeting. It was advertised as available for public inspection; however, no one has reviewed or commented on it. On a motion by Mr. Yeager, second by Mr. Troup, the 2024 Operating Budget was unanimously approved with no tax increases. Taxes will remain as follows: Real Estate Tax – 0.4 (four-tenths) mill; Realty Transfer Tax – 0.5%; and Earned Income Tax – 0.5%. There is no Township Per Capita Tax.

JOSE A. VELASQUEZ AND MARIA E. MACHADO SUBDIVISION – Our office has received a letter from the PA Department of Environmental Protection approving the sewage planning module for the five lot subdivision of Jose A. Velasquez and Maria E. Machado on Guitner Road. Each of these lots will be served by on-lot septic systems and individual wells. On a motion by Mr. Rockwell, second by Mr. Troup, this subdivision was unanimously approved.

NATHAN D. BLACK LAND DEVELOPMENT/STORMWATER PLAN – The land development plan for Nathan Black's 10-acre parcel of land at 865 Shatzer Orchard Road has been reviewed and approved by the Franklin County Conservation District. The stormwater report has been reviewed and approved by Township Engineer, Bill Rudy. Township Sewage Enforcement Officer, Jonathan Piper, has approved the septic system design and issued the permit to construct the septic system for the single-family residential dwelling. On a Yeager/Troup motion, this land development plan was unanimously approved.

FAYE S. HECKMAN ESTATE LOT ADDITION PLAN – Subdivision plans of the Faye S. Heckman Estate for property on Guitner Road were reviewed. This submission proposes that previously approved Lot #11A be a lot addition to adjacent land of the Estate of Faye S. Heckman, Lot #11. It is noted on the plan that Lot #11A is subject to an access and parking easement for adjoining lands of Justin L. and Kelsey R. Shuhayda, their heirs and assigns. On a Troup/Yeager motion, this subdivision was unanimously approved.



December 20, 2023 Meeting Minutes, continued

JEREMY R. AND ERIN M. SHOEMAKER LOT ADDITION PLAN – Subdivision plans were reviewed for a lot addition to be conveyed from land of Brett M. Devita on Rose Hill Court to the rear of adjacent property of Jeremy R. and Erin M. Shoemaker on Sherry Drive. The lot addition is identified as Parcel A, and contains 0.1443 acre. On a Yeager/Troup motion, this subdivision was unanimously approved.

HAMILTON RURITAN CLUB #1646 ANNUAL REPORT – Mr. Paul Cullinane was in attendance to provide the Board with an update on the Club's activities and an annual financial report. Mr. Cullinane reported that the Club was awarded \$28,200.00 from the Franklin County Impact Grant. These funds were used to update the lawn tractor for grounds maintenance, improve the ceiling of the pavilion to prevent birds from nesting on the rafters and making a mess on the picnic tables, as well as upgrading the electric and lighting on the grounds. Their annual fundraiser is held in August of each year, which is a chicken BBQ done with Smith's BBQ. The Club continues to sponsor Cub Scout Pack #138, Boy Scout Troop #138, and the Franklin County 4-H Pig and Beef Clubs. In addition, travelling Girl's Softball Teams for ages 14 and 16 use the ballfields for their practice. The Club members also participate in PennDOT Road Cleanup projects in May and September. Mr. Cullinane thanked the Supervisors for their continued interest and assistance to the Ruritan Club, and indicated his hope that we continue to maintain our relationship for years to come.

LARRY E. AND GRACE E. MEYERS APPLICATION FOR ADDITION TO AGRICULTURAL SECURITY AREA – Our office received an application from Larry E. and Grace E. Meyers to add their 23 acres of land at 2065 Sollenberger Road to the existing Hamilton Township Agricultural Security Area. After reviewing the documentation submitted, on a Yeager/Troup motion, the Board unanimously approved this request.


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

Respectfully submitted,



Deborah J. Hollenshead  
Secretary/Treasurer

Hamilton Township, Franklin County, PA Tabulation of Bids Received Until 10:00AM Prevailing time on December 15th, 2023		CONTRACT NO. 2024-01 Cottlestown Road Bridge Replacement		Miller Soil Solutions, LLC 20 E Hanover St Dillsburg PA 17019 717-502-7638		Jay Fulford and Sons Inc 762 Free Spring Church Road Mifflintown PA 17059 717-463-3701		David H. Martin Excavating, Inc. 4961 Cumberland Hwy Chambersburg PA 17202 717-264-2168		C.H. & D. Enterprises, Inc. 100 Brady Place New Stanton PA 15672 724-925-9832		JVT Group Inc 8210C Carlisle Pike York Springs PA 17372 717-321-6160		Gayner Brothers Inc. 1481 Slemmille Road New Enterprise PA 16664 814-766-3774	
ITEM NO.	QTY.	UNIT	DESCRIPTION	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
<b>TOTAL BASE BID</b>				\$368,952.55	\$388,323.90	\$409,197.00	\$428,229.50	\$515,155.00	\$544,918.00						
<b>Price complete in place, per unit price. NOTES - (1) All BIDS shall include sales tax and all other applicable taxes and fees.</b>															
<b>TOTAL BASE BID + ADD ALTERNATE</b>				\$369,497.55	\$391,637.72	\$410,032.00	\$430,068.50	\$516,280.00	\$545,445.00						
<b>Price includes all Alternate Items</b>															
<b>BID SECURITY</b>				10% BID BOND	10% BID BOND	10% BID BOND	10% BID BOND	10% BID BOND	10% BID BOND	10% BID BOND					
Hamilton Township reserves the right to add and/or deduct items of work to this Contract in accordance with the following unit prices, price complete in place per unit price, and, the Bidder agrees to perform all the work described in accordance with the Contract Documents for the Lump Sum bid provided and accepted Alternates.															
ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
1	1	Lump Sum	Removal of the existing structure (Includes Bypass Pumping)	\$16,400.00	\$41,273.24	\$46,500.00	\$48,000.00	\$40,000.00	\$60,000.00						
2	1	Lump Sum	Construction of a precast/post tensioned concrete box culvert (This item includes the cost to build the structure and deliver to the site)	\$193,385.48	\$201,346.61	\$179,000.00	\$232,000.00	\$200,000.00	\$230,000.00						
3	1	Lump Sum	Placement of the precast/post tensioned concrete box culvert (This item includes the cost for the placement and all excavation and backfill required for the construction of the box culvert including bypass pumping)	\$93,669.85	\$66,635.15	\$109,000.00	\$55,000.00	\$200,000.00	\$165,000.00						
4	1	Lump Sum	Guardrail	\$34,600.00	\$37,086.39	\$37,500.00	\$40,000.00	\$35,000.00	\$44,000.00						
5	780	Square Yard	Superpave Wearing Course, 9.5 mm Mix, 1-1/2" PG 64S-22, 0.3 to <3 Million ESALS, SRL-M (includes tack coat and joint sealing)	\$5,522.40	\$17,635.80	\$12,090.00	\$17,160.00	\$14,040.00	\$15,600.00						
6	101	Square Yard	Superpave Base Course, 25 mm Mix, 4" PG64S-22, 0.3 to <3 Million ESALS	\$11,634.19	\$4,653.07	\$7,575.00	\$13,130.00	\$7,575.00	\$6,666.00						
7	1	Lump Sum	Maintenance and Protection of Traffic During Construction	\$1,500.00	\$3,324.87	\$7,000.00	\$6,800.00	\$6,500.00	\$12,000.00						
8	30	Tons	Superpave Leveling Course, SRL-M PG 64S-22, 0.3 to 3 Million Esals	\$4,316.70	\$8,675.70	\$5,100.00	\$4,800.00	\$5,250.00	\$5,220.00						
9	679	Square Yard	Mill (1.5' Depth)	\$7,923.93	\$7,693.07	\$5,432.00	\$11,339.30	\$6,790.00	\$5,432.00						
ALT - 1	1	Cubic Yards	Lean Concrete Fill (Design Strength 2000 psi)	\$260.00	\$1,786.33	\$550.00	\$850.00	\$750.00	\$260.00						
ALT - 2	1	Tons	2A Aggregate	\$35.00	\$413.22	\$60.00	\$49.00	\$75.00	\$125.00						
ALT - 3	1	Cubic Yards	Rock Removal	\$250.00	\$1,114.27	\$225.00	\$940.00	\$300.00	\$142.00						

PENNONI ASSOCIATES INC.  
  
 William J. Rudy, PE

We Declare this to be a true Tabulation of Bids  
 Received on December 15th, 2023 by Hamilton Township  
 for Contract No. 2024-01, Cottlestown Road Bridge Replacement

December 20, 2023

HATWP00108

Hamilton Township Board of Supervisors  
Deb Hollenshead, Secretary/Treasurer  
1270 Crottlestown Road  
Chambersburg, Pa 17202

**RE: Crottlestown Road Bridge Replacement  
Contract 2024-01  
Hamilton Township, Franklin County, PA**

Dear Ms. Hollenshead:

Enclosed please find the bid tabulation for the above referenced project. We have reviewed the six (6) bids received for completeness and have determined that they are all qualified bids, and we recommend awarding to the low bidder, Miller Soil Solutions Inc.

Low Bid - \$369,497.55

If you should have any questions, please do not hesitate to contact this office.

Sincerely,

**PENNONI ASSOCIATES INC.**

A handwritten signature in blue ink that reads "William J. Rudy".

William J. Rudy, PE  
Hamilton Township Engineer

Attachments

cc: File