

Hamilton Township Board of Supervisors  
Minutes of March 6, 2024 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 and guests present in addition to Mr. Rockwell were Richard Troup, Ronald Yeager, Deborah Hollenshead, Solicitor AJ Benchoff, Glenn Dice, Sr., and Glenn Dice, Jr.

MINUTES – The Minutes of the February 21, 2024 regular business meeting were approved as presented.

ACCOUNTS PAYABLE LIST – The Accounts Payable List was approved on a Troup/Yeager motion. Mr. Rockwell abstained.

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

CUMBERLAND VALLEY ANIMAL SHELTER – The February animal intake report was received from the Cumberland Valley Animal Shelter. There were eight cats and four dogs, all strays, accepted from within Hamilton Township.

FRANKLIN FIRE COMPANY NO. 4 – The 2024 Fire Contracts were recently mailed to the three volunteer fire companies that provide first-due service to our municipality. A letter has been received from the Franklin Fire Company No. 4 acknowledging our 2024 allocation, and expressing their appreciation for Hamilton Township’s support.

MAJESTIC RIDGE, LLC SKETCH PLAN – Glenn Dice, Sr. of Majestic Ridge, LLC asked to be on this evening’s agenda to present a sketch plan to the Board of Supervisors in order to obtain any feedback prior to a formal submission. Mr. Dice is proposing to subdivide a parcel of land between Brechbill Road and Adin Lane to create three (3) lot additions. A large portion of this tract would be a lot addition to adjacent land of his son, Glenn Jr. The Supervisors and Solicitor briefly reviewed the sketch plan as Mr. Dice was explaining his intentions; however, nothing out of the ordinary came to mind. Mr. Dice indicated that he preferred not to have his surveyor put time into preparing the plan for submission until he had the Supervisors’ feedback. He will now have the surveyor finalize the subdivision.

ANNUAL AUDIT REPORT FOR PERIOD ENDING 12/31/2023 – SEK CPAs and Advisors, the firm appointed to prepare the Township’s annual audit, has completed the audit and presented the complete report. The report indicates that there were no deficiencies in internal control identified, there were no misstatements identified, no difficulties encountered while conducting the audit, and there were no disagreements with management regarding financial accounting, reporting or auditing matters.

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HAMILTON HEIGHTS GOD'S MISSIONARY CHURCH LOT ADDITION PLAN – Revised plans have been received for a 2.5-acre lot addition to Hamilton Height God's Missionary Church on Johnson Road from adjacent land of Clifford and Magdalene Hawbaker. This submission was tabled at the February 21, 2024 meeting because it had been noticed that building setback were not noted on the parcel being added. On a motion by Mr. Yeager, second by Mr. Troup, this lot addition plan was unanimously approved.

MARION VOLUNTEER FIRE COMPANY PROPOSED CHANGES TO BOX CARDS – Our office has received correspondence from Cassandra Houpt, Deputy Fire Chief of Marion Volunteer Fire Company, regarding proposed changes to their box cards. A box card is the listing of apparatus that would respond to a specific type of incident, and from which fire department the apparatus would respond, based upon the incident location. Marion is revising the 8-04 box and the 8-18 box, both of which are where Marion would be first-due. The proposed changes recommended by Marion's Officers Committee would change the number of engines responding from surrounding departments to ensure that multiple pieces of apparatus are not being pulled from one department. Two tankers have been added to working fire dispatch calls to ensure adequate water supply. St. Thomas Fire Company now has an engine tanker, which has been added as deemed necessary. Inside investigation calls will now have a lower apparatus response due to unnecessary use of resources. A ladder truck and squad have been added to technical rescue and building collapse calls. Waynesboro Fire Company has separated into Company 2 and Company 24, and this change has also been noted. Following a brief discussion, on a motion by Mr. Troup, second by Mr. Yeager, the Board unanimously approved these requested changes, and signed the Municipal Box Alarm Card Review Form.

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

Respectfully submitted,



Deborah J. Hollenshead  
Secretary/Treasurer