

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, NOVEMBER 15, 2010**

**CALL TO ORDER – 7:00 p.m.**

Ms. Turns called the meeting to order at 7:00 PM followed by the Pledge of Allegiance and the invocation.

**ROLL CALL**

Adam Klein, Supervisor  
Bill Ostermayer, Supervisor  
Chris Scott, Secretary/Treasurer

Jay Megonnell, Vice-Chairman  
Linda Turns, Chairman

**CORRESPONDENCE**

Ms. Turns briefly reviewed the Correspondence items for the public and informed the public that all correspondence is available for review.

Ms. Turns suggested that Mr. Steinmeier attend the HATS committee meetings on December 3<sup>rd</sup> and 17<sup>th</sup> as a representative of the Township.

**PUBLIC HEARING/MEETINGS: None**

**PUBLIC COMMENT**

Ron Miller, 451 Quiggley Circle- Mr. Miller who is the past president and current vice president of the Brynfield Homeowners Association presented the Board with a petition signed by 65 residents from the homeowners. The petition is requesting the Board change the municipal street lights cost from millage property tax to foot frontage tax assessment. There was discussion among the Board and Mr. Miller regarding the reasoning behind the change that took place in 2010. There was discussion regarding holding a workshop for all homeowners associations to discuss this issue.

*Mr. Klein moved, seconded by Mr. Megonnell to hold a workshop on January 10, 2011 with a representative from each homeowner's association within the Township to discuss the issue of street light assessment. Motion passed unanimously.*

Don Steinmeier, 11 North Fairville Avenue-Mr. Steinmeier stated that he has attended meetings and workshops last year where the streetlight issue was discussed. At the November 8<sup>th</sup> workshop which he attended the proposed budget as well as streetlights were discussed. He said that workshops are very informative and he urged residents to attend in order to find out how the Township is run. He stated that the Board is doing a good job as they have to make decisions that will take care of all the residents in the Township.

Jean Rummel, 7421 Wells Drive- Mrs. Rummel is a representative from the Dauphin County Election Board who worked the polls at the fire station on Election Day. She stated that the fire station was very cold and requested assistance for future elections to make sure that the heat is turned up. She said that she had a hard time obtaining a key for the facility. Mr. Klein suggested that she contact Mrs. Fesig the day before election to ensure that the heat is raised to a comfortable level.

## **PRESENTATIONS, STAFF/BOARD REPORTS:**

Presentation – Fire/Police vehicle- Bill McCahan, Lieutenant of the Fire Police began his presentation by requesting the Board approve Linda Knapp as a new Fire Police Officer.

*Mr. Ostermayer moved, seconded by Mr. Megonnell to approve the Linda Knapp as a Fire Police Officer. Motion passed unanimously.*

Mr. McCahan gave a brief description of the duties and responsibilities of the Fire Police to the Board. Responsibilities include but are not limited to: protection of firefighters and equipment at fires, vehicle accidents, and traffic control at public events. Currently there are eight members of the Township Fire Police. He stated that in order to do their job they need to have adequate, safe, and reliable equipment. The current vehicle is a 1994 vehicle with 75,000 miles, which was donated by the Fire Company. The Fire Police are requesting the Board purchase a new Fire Police vehicle.

Mr. Kyle Miller, member of the Fire Police, presented and reviewed the specifications and equipment of the proposed vehicle. The proposed vehicle has a diesel engine, emergency lighting, storage compartments, and two generators. The estimated price is \$56,560.00. Mr. Megonnell brought up for discussion the additional expenses and the necessity of each item. Funding of the vehicle was discussed; it is the 2011 budget under capital reserve as a typical four year car loan.

*Mr. Klein moved, seconded by Mr. Ostermayer for the Manager to obtain interest rates on a four year loan for the proposed Fire Police vehicle. Motion passed unanimously.*

Upon purchase of the new vehicle the current truck will be sold with the proceeds returned to the Township to pay on the loan.

Ms. Turns thanked the Fire Police for the presentation and asked that they present a report to the Board every few months regarding the number of calls they attend.

## **APPROVAL OF MINUTES**

Regular meeting – November 1, 2010 *Mr. Klein moved, seconded by Mr. Megonnell to approve the regular meeting minutes of November 1, 2010. Motion passed unanimously.*

Workshop meeting – November 1, 2010 *Mr. Klein moved, seconded by Mr. Megonnell to approve the workshop meeting minutes of November 1, 2010. Motion passed unanimously.*

Workshop meeting – November 8, 2010 *Mr. Klein moved, seconded by Mr. Megonnell to approve the workshop meeting minutes of November 8, 2010. Motion passed unanimously.*

## TREASURER'S REPORT

Mr. Scott reported the following fund balances:

A. Fund Balances (Fund balances are presented for reference only.)

General Fund Balance as of November 12, 2010	\$1,096,939.90
Total Liquid Fuels Balance as of November 12, 2010	\$220,854.79
Total Capital Reserve Fund Balance as of November 12, 2010	\$1,743,940.86

B. Deposit Activity since November 2, 2010

\$23,577.68

Mr. Scott reported the gross payroll of November 5, 2010, totaled \$28,489.09. Mr. Ostermayer moved, seconded by Mr. Klein to approve the payroll of November 5, 2010 in the amount of \$28,489.09. Motion passed unanimously. Mr. Scott reported the vouchers prepaid to meet due dates was \$79,590.03. Mr. Ostermayer moved, seconded by Mr. Klein to approve the vouchers prepaid to meet due dates in the amount of \$79,590.03. Motion passed unanimously. Mr. Scott reported the total for the vouchers to be approved was \$70,116.02. Mr. Ostermayer moved, seconded by Mr. Klein to approve the vouchers in the amount of \$70,116.02. Motion passed unanimously.

## PLANNING COMMISSION REPORTS AND PLANS:

#2010.01 WMS Keystone, Zoning Text Amendment – Set public hearing date of 12/20/10 at 7:15P

***Mr. Klein moved, seconded by Mr. Megonnell to set a public hearing date of 12/20/2010 at 7:15p for the WSM Keystone Development Corporation Zoning Ordinance Revision. Motion passed unanimously.***

Forest Management Activities – Authorization to send to DCPC for review. Set public hearing date of 2/7/11.- Ms. Turns stated that no one who attended the EAC were aware of the proposed changes. She said that Mr. Leonard was to send all attendees at the EAC workshop a copy of the new draft. Patti Estheimer, EAC Chairperson, was unaware that updates didn't get mailed; she will follow up with Mr. Leonard. There was general discussion regarding the proposed changes to the Ordinance. Mr. Scott asked if the proposed changes to the Ordinance would prevent developers from doing what had been done at the Harper Drive project. Mrs. Estheimer said that the proposed changes have closed a number of loop holes. Mr. Scott thanked the Board for their diligent work on the Ordinance.

***Mr. Megonnell moved, seconded by Mr. Klein to authorize sending the Ordinance 2010-4 with proposed changes to the Dauphin County Planning Commission for comment, and set a public hearing date of February 7, 2011. Motion passed 4-1, with Mr. Ostermayer voting nay.***

## OLD BUSINESS

Motion – Water & Sewer Authority Land Request. Tabled on 9/7/10

Motion – Path Connection, Houck Memorial Park. Tabled on 11/01/10.- Mr. Megonnell and Mr. Ostermayer walked the park. Mr. Megonnell stated that driveway sealant would solve the problem of the path. Mrs. Fesig, Park and Recreation Coordinator, did receive a second quote which came in at \$2,983.00.

***Mr. Megonnell moved, seconded by Mr. Ostermayer to reject the paving at Houck Memorial Park. Motion passed unanimously.***

## **NEW BUSINESS**

Motion – Consent Items: Section 607. (4)- Fire/Police; Improvement Guarantee Reduction Brynfield Phase 2, 4, 6, and 8.

***Mr. Klein moved, seconded by Mr. Ostermayer to release the Improvement Guarantee for Brynfield Phases 2,4,6, and 8 in the amount of \$9,625.00 leaving a zero balance. The Township continues to hold the \$292,125.03 maintenance agreement. Motion passed unanimously.***

***Mr. Ostermayer moved, seconded by Mr. Megonnell to approve attendance for Fire Police training. Motion passed unanimously.***

Mr. Megonnell may attend the Fire Police training in January and February.

Motion – Authorize Agreement for Municipal Planning Advisory Service -This agreement covers the Township’s relationship with Dauphin County Planning Commission and the planning services provided currently by professional planners attending the Township Planning Commission meetings.

***Mr. Klein moved, seconded by Mr. Scott to authorize the execution of the 2011 Municipal Planning Advisory Service program agreement with the Dauphin County Planning Commission. Motion passed unanimously.***

Motion – Authorize Advertisement for CPA Firm to conduct 2010 Audit - In accordance with Section 919 of the PA Second Class Township Code, at least thirty (30) days prior to the Board of Supervisors organizational meeting or thirty days prior to voting on appointing a CPA to conduct the Township audit and replace the elected Township Auditors, the Board of Supervisors shall advertise the intent to hire a CPA firm to replace the elected auditors.

***Mr. Klein moved, seconded by Mr. Megonnell to authorize the advertisement announcing the intent to appoint a Certified Public Accounting firm to conduct the annual audit for fiscal year 2010 at the reorganization meeting on January 3, 2011. Motion passed unanimously.***

Resolution 2010-52, Tax Levy

***Mr. Klein moved, seconded by Mr. Ostermayer to adopt Resolution 2010-52, Tax Levy Rates. Motion passed unanimously.***

Resolution 2010-53, Fee Schedule- Ms. England reviewed the proposed fee changes for the Board.

***Mr. Klein moved, seconded by Mr. Ostermayer to adopt Resolution 2010-53, Schedule of Fees. Motion passed unanimously.***

Motion – Approve Copier lease The current lease on the Lanier network copier expires on December 31, 2010. The search revolved around copier brands on the PA State Contract to avoid any bidding and purchasing issues. Three firms were contacted and visited. Each firm was asked to price a full maintenance contract, covering all service and supplies except paper and staples. The prices for units were very competitive.

***Mr. Klein moved, seconded by Mr. Ostermayer to authorize the lease of a Toshiba e-studio3530c from Higher Information Group for a 39-month lease period at a total cost of \$517.79 per month with usage overages in the amount of \$.006 per black/white and \$.05 per color page. Motion passed unanimously.***

Motion – Required Pension Amendment, HEART Act of 2008 This amendment is required changes to our pension plan by the Heroes Earnings Assistance and Relief Act of 2008 (HEART Act). The changes include items concerning differential wage payments, qualified military services, and death or disability during qualified military service.

***Mr. Klein moved, seconded by Mr. Scott to authorize the Township Pension Administrator (Manager) to execute the Amendment to Comply with the Heroes Earnings Assistance and Relief Tax Act of 2008 to the West Hanover Township Pension Plan. Motion passed unanimously.***

Motion – Financial Investments- A balance of \$1,509,451.90, are invested at Fulton Bank in 12 month variable rate CD's maturing on December 10, 2010. The Township also has \$2,720,000.00 invested in typical CD's at Integrity Bank maturing on November 28, 2010. In order to maximize our return on funds in miscellaneous accounts the staff is proposing to seek quotes from local financial institutions on interest rates for instruments maturing in no more than 12 months.

***Mr. Ostermayer moved, seconded by Mr. Klein to authorize the issuance of an RFQ for financial investments to be acted on by the Board at the December 6, 2010, meeting. Motion passed unanimously.***

#### **OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:**

Ms. England reviewed for the Board the Harper Drive Pay Application #1 for Handwerk Site Contractors. This project is being funded by a grant and therefore the request for payment will be directly forwarded to Dauphin County for payment.

***Mr. Ostermayer moved, seconded by Mr. Klein to approve sending Pay Application #1 for Handwerk Site Contractors for the Harper Drive project to Dauphin County for direct payment. Motion passed unanimously.***

Mr. Klein has been contacted by a resident regarding the installation of a siren at the new fire station. He asked Matt Miller, president of the Fire Company to reply to this question. A comment was made about a neighbor who was unhappy with the contractors at the fire station site. Janice Feinman Spenger, 7621 Jonestown Road, identified herself as the neighbor who spoke with the contractors.

Mr. Miller stated that the Fire Company has no desire to place a siren on the building; however the Township may want to check with Dauphin County Emergency Management to see if it is necessary as part of a civil defense or civil warning device.

Mr. Ostermayer asked Mr. Miller about the fire out in the mountains. Mr. Miller commented that Fort Indiantown Gap Military Reservation is in charge of burning approximately 900 acres in stages. They are organizing and monitoring the project. The fire company will respond if a request is made by Fort Indiantown Gap.

Mr. Miller informed Ms. Turns the he will provide the Chief's Report for the Board to review as requested. Mr. Miller thanked the Board for their support at the grant hearings last week.

**PUBLIC COMMENT:**

Bill McCahan, 7230 Jonestown Road- Mr. McCahan reported to the Board on the private fire hydrant testing. The results included: One that was too close to the ground, one that failed due to the value in the ground that was closed, and two that had valves in the ground that were partially closed. Three of the violations were on one property.

Carol Buskirk, 6908 Fox Hill Road- Mrs. Buskirk thanked the Board for moving forward with the Forestry Ordinance, she appreciates their efforts.

Don Steinmeier, 11 North Fairville Avenue- Mr. Steinmeier stated that he will try to attend both HATS meetings. He suggested that he bring up the necessity for turning lanes on Rt. 22 & Rt. 33. Ms. England will provide the PIP report that he can take to the meetings. He asked if the Township has paid any money to PennDot for Exit 77. Ms. England stated that no money has been paid to PennDot, the only requirement left is utility location for Verizon and PP&L. The completion date of the Exit 77 project is December 2011.

Mr. Megonnell stated that the Dauphin County Gaming Advisory Board didn't allow the Township to make its presentation regarding the Exit 77 grant request at the Gaming Advisory Board Hearings.

**SUPERVISORS COMMENTS:**

Ms. Turns informed the public that there was an Executive Session held this evening at 6:00pm.

Mr. Megonnell asked Ms. England to send MARS an RFP for the emergency towing services for the Township.

**ADJOURNMENT: 8:20 pm**

Dixie Fesig, Park and Recreation Coordinator, brought to the Board's attention that a resident has a pile of firewood that is pushing on the chain link fence at Houck Memorial Park. She asked who should contact the resident regarding this violation of the Township Ordinance. The Board stated that the Codes Administrator should contact the resident.

**EXECUTIVE SESSION**