

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, APRIL 19, 2010**

**225<sup>th</sup> ESSAY CONTEST AWARDS: 6:45 PM**

Gloria Zimmerman, Jay Megonnell, Adam Klein

Mrs. Zimmerman opened the awards program by stating that the 2010 Celebration Committee wanted to include the children of the Township in the Celebration. The students in the Township wrote essays about what it is like to live in West Hanover Township. There was a great response and many good essays. The following students were awarded US Savings Bonds:

Mr. Megonnell presented Alaysia Mason a \$50.00 savings bond for honorable mention. Mr. Klein presented Emily Watson a \$50.00 savings bond for honorable mention. Mrs. Zimmerman presented Phineas Rummel a \$100.00 savings bond for first place. All students read their essays to the audience.

**CALL TO ORDER – 7:00 p.m.**

Ms. Turns called the meeting to order at 7:05 PM followed by the Pledge of Allegiance. Pastor Ben Wilson gave the invocation. Ms. Turns stated there was an Executive Session held at 6:00pm.

**ROLL CALL**

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

Jay Megonnell, Vice-Chairman  
Linda Turns, Chairman

**PRESENTATIONS, STAFF/BOARD REPORTS**

**PUBLIC COMMENT**

Beth Carricato, 699 Knight Road- Ms. Carricato brought up the discussion that Mr. Scott had with SGS. Mr. Scott stated that he met with SGS at the Township building at 10:30am. He wanted to clarify that at the April 5<sup>th</sup> meeting he misidentified a gentleman that was in the audience as the architect that he asked at the workshop for a reduction in price. He apologized for the misidentification to the gentleman and the audience, as there was no other intent. Ms. Carricato asked Ms. England if the RFP process was a sealed bid process. Ms. England confirmed that it was a proposal process for professional services and that the Board can choose any firm, they do not need to take the lowest bid. Mr. Yost confirmed Ms. England's statement.

**PUBLIC HEARING/MEETINGS: NONE**

**APPROVAL OF MINUTES**

Regular meeting – April 5, 2010- *Mr. Ostermayer moved, seconded by Mr. Megonnell to approve the regular meeting minutes of April 5, 2010. Motion passed unanimously.*

Workshop Meetings – April 5, 2010, April 12, 2010- *Mr. Ostermayer moved, seconded by Mr. Klein to approve the workshop minutes of April 5, 2010 and April 12, 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 April 16, 2010	\$680,873.93
Total Liquid Fuels Balance as of April 16, 2010	\$434,648.31
Total Capital Reserve Fund Balance as of April 16, 2010	\$1,073,075.57

B. Deposit Activity since March 1, 2010

\$72,407.19

Mr. Scott reported the gross payroll of April 9, 2010 totaled \$28,794.31. *Mr. Klein moved, seconded by Mr. Megonnell to approve the payroll of April, 9, 2010 in the amount of \$28,794.31. Motion passed unanimously.* Mr. Scott reported the total for the vouchers to be approved was \$84,161.89. *Mr. Klein moved, seconded by Mr. Megonnell to approve the vouchers in the amount of \$84,161.89. Motion passed unanimously.*

## PLANNING COMMISSION REPORTS AND PLANS:

### OLD BUSINESS:

Motion – Fire Station Site Design Preliminary Sketch Plan- The architect and site designer reviewed sketches and due to several problems with grading and site distance they have made an alteration to sketch plan 4 . This plan is sketch plan C. The Board reviewed this plan with the assistance of Bill Swanick from HRG. There was discussion regarding: stormwater management, grades and slopes, green space, set backs, and parking. Ms. Turns brought up the concern of what the total cost of construction will be of the project. Mr. Swanick stated that construction cost was not determined since the sketch plans were still under review, however once a sketch plan has been selected, he can provide figures to the Board. Mr. Senft from the fire company communicated to the Board that the fire company still prefers sketch plan 1 however, they believe sketch plan C is a reasonable compromise and that they are ok with that plan. He thanked them for their cooperation with the project.

*Mr. Megonnell moved, seconded by Mr. Klein to move forward with the site design for the new Fire Station based on Sketch Plan C. Motion passed unanimously.*

### NEW BUSINESS

Motion – Consent Items: Section 607. (4) CD High School IG Reduction 5

*Mr. Klein moved, seconded by Mr. Megonnell to approve the reduction of the Improvement Guarantee for CD High School by \$138,016.80, leaving a balance of \$0.00 contingent upon posting an 18 month maintenance guarantee in the amount of \$87,316.95. Motion passed unanimously.*

Motion – February Snow 2010 documentation - PEMA (Pennsylvania Emergency Management Agency) has requested that FEMA (Federal Emergency Management Agency) make a disaster declaration for 19 counties in Pennsylvania as a result of the snowstorms in February. In anticipation of a Snow Assistance declaration PEMA is requesting that we begin completing the required forms. These include: RPA, DAP-2, and PEPP. Ms. England stated that she received an email today that the federal government did approve the declaration for disaster.

***Mr. Klein moved, seconded by Mr. Scott to authorize the staff to proceed with filing the necessary paperwork for the February 2010 Snowstorm Disaster declaration and expense reimbursement. Motion passed unanimously.***

Resolution 2010-36, February Snow 2010, Designation of Agent, PEMA DAP-2

***Mr. Klein moved, seconded by Mr. Scott to approve Resolution 2010-36, to designate the Township Manager as the agent to execute PEMA related grant documents and information for eligible grant funds for the February 2010 Snowstorm. Motion passed unanimously.***

Ordinance 2010-10, Chapter 105, Fire Hydrants, Authorize Advertisement- Currently all of our public fire hydrants are owned, operated, and maintained by PAWC (Pennsylvania American Water Company). There are quite a few private fire hydrants in the Township. Since these are privately owned there are no record and no way of knowing their operational status or if routine maintenance has been completed on a regular basis. In order to ensure that these fire hydrants are fully operational and functional the PSAB is recommending an Ordinance update and start of a process of annual inspections, similar to the process for septic tank pumping. Once each year these private hydrants would have to be inspected and maintained and a report provided to the Township.

***Mr. Ostermayer moved, seconded by Mr. Klein, to authorize the advertisement of Ordinance 2010-10, Chapter 105 amendment on private fire hydrants, and schedule enactment for Monday, May 3, 2010. Motion passed unanimously.***

Ordinance 2010-11, Chapter 103, Fire Prevention, Authorize Advertisement- The Board has adopted the International Fire Code as part of its' Ordinances, Chapter 103 Fire Prevention. As part of research for another project, it was discovered that the Appendices to the most recent edition of the International Fire Code "are not mandatory unless specifically referenced in the adopting ordinance." The PSAB has reviewed all the appendices and has determined that 5 should be added to the Ordinance, Chapter 103: Appendix B, Fire Flow Requirements for buildings; Appendix C, Fire Hydrant locations and distribution; Appendix D, Fire Apparatus Access Roads; Appendix I, Fire Protection systems-Noncompliant conditions; Appendix J, Emergency Responder Radio Coverage.

***Mr. Ostermayer moved, seconded by Mr. Klein to authorize the advertisement of Ordinance 2010-11, Chapter 103 amendment on the International Fire Code appendices, and schedule enactment for Monday, May 3, 2010. Motion passed unanimously.***

Motion – Award Roof Repair Quotes- At the March 8, 2010, workshop meeting the Board agreed to repair the roof rather than replace it and authorized Supervisor Ostermayer to contact roofers and review the roof with each firm in order to receive a minimum of three quotes. Supervisor Ostermayer spent four days on the roof assessing the project with local roofing companies. The quotes received were: Thomas Evanoff-\$7,600.00; Houck Services Inc. - \$4,170.00; Rae's Roofing & Contracting -\$3,950.00. There was discussion among the Board regarding the scope of work for each bid. Ms. Turns suggested that we inform the roofer that the work needs to be completed by May 30, 2010. Ms. Turns would like to have a maintenance agreement put into place once the repairs are completed; Ms. England will handle the maintenance agreement. Solicitor Yost confirmed that the Board does not need to take the lowest bid for this project. As a result Supervisor Ostermayer said that he saved the Township \$55,000.00. Supervisor Ostermayer brought up the condition of the skylights; he stated that they are scratched.

***Mr. Megonnell moved, seconded by Mr. Scott to award the roof repair to Houck Services, Inc. in the amount of \$4,170.00. Motion passed unanimously.***

Motion – Execute Dauphin County Local Share Municipal Grant Agreements

***Mr. Klein moved, seconded by Mr. Megonnell to accept and execute the Dauphin County Local Share Municipal Grant agreements for the Fire Station Architectural and Engineering Services and the Interstate 81/Harper Dr. Truck Turnaround project. Motion passed unanimously.***

Motion – Execute AIA Document B101-2007 with SGS Architects- The AIA Document B101-2007, is a Standard Form of Agreement between the Owner (Township) and the Architect (SGS), provided by SGS.

***Mr. Klein moved, seconded by Mr. Megonnell to authorize the execution of AIA Document B101-2007 between the Township and SGS Architects Engineers, Inc. for services for the new fire station contingent upon review and satisfaction of the contract by the Solicitor and Township Manager. Motion passed unanimously.***

Motion – On-lot septic pumping extension request- Robert Leonard, 7675 Devonshire Heights Rd., is requesting to extend the required four year pumping schedule of an on-lot septic tank. Township records indicate the last time this system was pumped was July 7, 2005. The Township Ordinance 158-9.C. states, “The Township may allow an extension of up to two years to the pump out period ...”

***Mr. Megonnell moved, seconded by Mr. Klein to authorize the on-lot septic tank pumping extension request of Robert Leonard, 7675 Devonshire Heights Rd., to July 7, 2011. Motion passed unanimously.***

#### **CORRESPONDENCE:**

Item #4 FROM: Dauphin County Tax Claim Bureau RE: Judicial Sale- Ms. England explained that this is a property on Sleepy Hollow Road that went for tax sale. No one bid at the sale, so it will now be sold at a judicial sale. Taxes have been paid on the land, but not on the mobile home. If the mobile home is sold at the judicial sale the Township will lose the right for any back taxes.

Item #7 FROM: Douglas Tilley, TKS Architects RE: Architectural selection- Ms. England asked the Board if they would like to respond to Mr. Tilley’s letter. Ms. Turns stated the Board would not respond.

Item #1 FROM: US EPA RE: Administrative Order and Information Request- Ms. England stated that she is working with HRG and will attend the EPA training. DEP is looking for more information. The Township has filed the annual reports in a timely manner for all years. The DEP sent this correspondence to a large number of Townships.

Mr. Klein asked about the vote from the Capital Tax Collection Bureau regarding draft #4 of the TCC Bylaws. Ms. England stated that bylaws were adopted as presented by draft #4 in the TCC Bylaws. She stated some Townships supervisors in other parts of the state may bring a class action suit against the Commonwealth to get rid of the weighted vote.

**OTHER BUSINESS THAT MAY COME:** Ms. England informed the Board that the Auditor General audited the Liquid Fuels Account and that the Township passed with no findings and all balances were to the penny. She thanked Peggy Marks who is responsible for the liquid fuels accounts for a job well done.

**PUBLIC COMMENT:**

Matt Senft, 7741 Valleyview Avenue- Mr. Senft presented some information regarding the two Ordinances that the Board approved for advertisement. He said that Houck Services, Inc. inspects the two roofs of the fire stations twice a year. He works on mechanical equipment on roofs and he suggested that the Board consider not getting rid of the skylights due to the energy savings that they provide.

Shirley McCahan-7230 Jonestown Road – Mrs. McCahan asked when the Township will get some speed enforcement from the State Police. Ms. Turns asked Ms. England to speak to the State Police at the next PSAB meeting regarding this problem.

Gloria Zimmerman, 1453 Mumma Road- Mrs. Zimmerman thanked the Board for allowing time this evening to present the essay awards to the West Hanover Township students. She thinks that a Supervisor should take the position that Larry Hartman is currently serving with the Capital Tax Collection Board since it affects the residents. She thinks time constraints need to be placed on all Township projects.

**SUPERVISORS COMMENTS:** Mr. Megonnell attended the PSATS convention the past few days and stated that there are things to learn from the convention.

**ADJOURNMENT: 8:00 pm**

*Mr. Klein moved, seconded by Mr. Megonnell to adjourn the meeting.*