

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
TUESDAY, FEBRUARY 22, 2011**

CALL TO ORDER – 7:00 p.m.

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

ROLL CALL

Adam Klein, Chairman
Bill Ostermayer, Supervisor
Chris Scott, Supervisor

Jay Megonnell, Vice-Chairman
Linda Turns, Secretary/Treasurer

CORRESPONDENCE

Mr. Klein briefly reviewed the Correspondence items for the public. The following items were brought up for discussion.

FROM: PA Liquor Control Board **RE:** License Fees- Ms. Turns asked why the Township didn't receive money from Arooga's or Skyline Diner. Ms. England will contact the Liquor Control Board to follow up.

FROM: Jason Sweat, Office of Secretary of Defense **RE:** Joint Land Use Study for Indiantown Gap- Mr. Megonnell stated that he attended the last meeting, but will be unable to attend due to the Board meeting on March 7th. Ms. England will forward the handout for Mr. Megonnell to review.

PUBLIC COMMENT

Don Steinmeier, 11 North Fairville Avenue- Mr. Steinmeier informed that Board that the WSA applied for a H2O grant in the amount of 8.8 million from the DEP, however they still have not received a decision from DEP. He brought up the issue of transient business licenses in the Township. He thinks the Board needs to take a close look at the transient licenses that are issued. Ms. Turns read definition of transient merchants which she received from Solicitor Yost. She brought up the issue of parking problems as a result some of the transient merchants. He asked if they must meet requirements from the Department of Agriculture for licensing. Mr. Klein stated that they would have to have a license issued from the state. Mr. Megonnell and Mr. Scott met with Mr. Leonard today to begin review of the Ordinance. Mr. Steinmeier asked the cost of a transient license; Mr. Leonard stated the cost is \$40.00 per month.

PUBLIC HEARING/MEETINGS: None

PRESENTATIONS, STAFF/BOARD REPORTS- Mr. Klein thanked the Road Crew for continuing to do a great job on the roads this winter season.

APPROVAL OF MINUTES

Workshop meeting – February 7, 2011 *Ms. Turns moved, seconded by Mr. Megonnell to approve the workshop meeting minutes of February 7, 2011. Motion passed unanimously.*

Regular meeting - February 7, 2011 *Ms. Turns moved, seconded by Mr. Ostermayer to approve the regular meeting minutes of February 7, 2011, with the correction on page 6 to read “ The concrete on Harper Drive should have linseed oil placed on it.”. Motion passed unanimously.*

TREASURER’S REPORT

Ms. Turns reported the following fund balances:

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

General Fund Balance as of February 18, 2011	\$1,089,680.43
Total Liquid Fuels Balance as of February 18, 2011	\$222,864.74
Total Capital Reserve Fund Balance as of February 18, 2011	\$1,867,704.01

B. Deposit Activity since February 8, 2011 \$32,244.68

Ms. Turns reported the gross payroll of February 11, 2011, totaled \$37,558.71. *Mr. Ostermayer moved, seconded by Mr. Megonnell to approve the payroll of February 11, 2011 in the amount of \$37,558.71. Motion passed unanimously.* Ms. Turns reported the vouchers prepaid to meet due dates was \$1,161.70. *Mr. Ostermayer moved, seconded by Mr. Megonnell to approve the vouchers prepaid to meet due dates in the amount of \$1,161.70. Motion passed unanimously.* Ms. Turns reported the total for the vouchers to be approved was \$85,742.90. *Mr. Megonnell moved, seconded by Mr. Ostermayer to approve the vouchers in the amount of \$85,742.90. Motion passed unanimously.*

Mr. Ostermayer asked for clarification on the invoice for D&K Auto Body. Ms. England explained that this was for repairs to the Ford F-250 which was involved in a slight accident at the shop. The insurance company reimbursed the Township \$3,788.68.

PLANNING COMMISSION REPORTS AND PLANS: None

OLD BUSINESS:

Motion – Request for Handicapped Parking Space. Referred on 02/07/11 to workshop session.

Mr. Klein announced that the Board made a motion to deny the request for a residential handicapped parking space. He stated that if anyone had questions it could be discussed on an individual basis after the meeting and Mr. Ostermayer has pictures.

NEW BUSINESS

Motion – Consent Items: Section 607. (4): Harold Arndt, Jay Megonnell, Park & Recreation, Bradford Estates Phase II Maintenance Guarantee extension

Mr. Scott moved, seconded by Ms. Turns to approve attendance to the Solar Electric System Installation and Inspection Seminar for Harold Arndt on April 7, 2011. Motion passed unanimously.

Mr. Scott moved, seconded by Ms. Turns to approve attendance to the PSAT's Land Use Planning and Budgeting Issues Seminar for Jay Megonnell on March 19, 2011. Mr. Megonnell abstained, Motion passed unanimously.

There was discussion regarding the purpose of the ServSafe Class. Ms. Turns read off the list of attendees (Jean Sites, Pat Cassel, Shirley McCahan, Julie Young, Larue Lightner, and Dixie Fesig). This class will be paid from the general fund account. Ms. England explained that it is a comprehensive class regarding food preparation and food safety.

Ms. Turns moved, seconded by Mr. Ostermayer to approve the attendance of 6 people at the ServSafe class on Thursday, February 24, 2011, from 8 AM to 5 PM, at the Municipal Building, at a cost of \$125 per person. Motion passed unanimously on a roll call vote.

Mr. Brulo explained the Maintenance Guarantee extension for Bradford Estates Phase II request to the Board. Deficiencies were found in some of the concrete sidewalks and remedial work around the sidewalks. The contractor has agreed to complete the work however he requests a time extension to April 19, 2011, to complete the work due to weather considerations. In exchange he agrees to provide a letter of credit in the amount of \$35,000, the full value of the work to be completed.

Ms. Turns moved, seconded by Mr. Ostermayer to approve the request for a time extension of the Maintenance Guarantee for remedial work in Bradford Estates Phase II to April 19, 2011, and reduce the Maintenance Guarantee from \$110,875.43 by \$75,875.43 leaving a balance of \$35,000. Motion passed unanimously.

Motion – Ordinance Amendment, Ch 187, No Parking Forney Way Cul-de-Sac- This section of Forney Way ends in a cul-de-sac of approximately 92 feet in diameter. Our current Ordinance 173-25.G(2)(g) requires a minimum diameter of 96 feet in order to allow a proper turning radius for emergency vehicles. The PSAB is requesting the Board add this cul-de-sac to Ordinance 187-28, parking prohibited at all times. Ms. England informed the Board that letters were sent to all residents of Forney Way in Sagewicke Annex.

Ralph Sherrick, 7544 Forney Way- Mr. Sherrick stated that this Ordinance will create problems for guests who are visiting residents of the development. He asked the Board if some type consideration of limited parking could be put into place; for example a time limit. He asked why the cul-de-sac is only 92 feet if the Ordinance requires a minimum of 96 feet.

Bill McCahan, PSAB Chairman, stated that when the development was built the Ordinance requirement was less than 96 feet.

Gloria Zimmerman, 1453 Mumma Road- Mrs. Zimmerman stated even though none of the current Board members were on the Board at the time the plan was approved, that the plan was reviewed by the PSAB to ensure Ordinance compliance. She said all plans must meet and comply with current Township Ordinances.

Ms. Turns moved, seconded by Mr. Scott to adopt Ordinance 2011-02, amending Chapter 187 to add the cul-de-sac on Forney Way to the No Parking areas of the Township. Motion passed unanimously.

Motion – Authorization to Advertise Compost Center Attendant position -The compost center is scheduled to reopen on Saturday, March 26, 2011. In 2010 the Board initiated a Compost Center Permit program in order to control access to the center. This program requires an attendant to be on duty to inspect permits as well as direct residents. Ms. Turns asked why does the position need to be advertised. Ms. England stated that it is the policy of the Township to advertise vacant positions. Ms. England also stated that there are approximately six applications on file for the position.

Ms. Turns moved, seconded by Mr. Ostermayer to reject the advertisement of the Compost Center Attendant vacancy and set the wage at \$9.00 per hour. Motion passed unanimously.

Ms. Turns moved, seconded by Mr. Scott to authorize Harold Harman, Roadmaster, to select a qualified applicant from the current list of applicants on file. Motion passed unanimously.

Motion – Change Orders, Harper Dr. Truck Turnaround project- Ms. Turns asked Mr. Brulo to explain the issue of problems with sign installation at wrong locations. Mr. Brulo explained that all of the signs are installed but at the wrong locations, and they are not the correct size. The timeframe to move the signs has not been met. A letter is already drafted to PennDot to correct the deficiencies once all signs are installed at their proper location. At the July 19, 2010, meeting the Board awarded the contract for the I-81/Harper Dr. Truck Turnaround to Handwerk Site Contractors for the alternate bid of \$276,577.00. At the August 2, 2010, meeting the Board authorized Change Order #1 specifying the use of concrete instead of bituminous material on certain portions of the project resulting in a net increase to the contract amount of \$78,062.25. The new contract amount is \$354,639.25. At the August 16, 2010, meeting the Board approved a four week extension request to the contract due to the increased use of concrete. During a regular inspection by Township Engineer HRG several deficiencies were noted. In order to correct the deficiencies Handwerk Site Contractor are requesting a time extension to the contract. Mr. Scott asked Mr. Brulo to clarify the change orders; Mr. Brulo explained all the changes. Mr. Ostermayer asked Mr. Brulo how many yards of concrete have been removed. He suggested that the Township accept the defective work to get money refunded from the contractor. Mr. Brulo stated that since funding for the project was from the Municipal Share Grant program, HRG doesn't recommend accepting the defective work and requesting a refund. Mr. Scott stated that HRG has reacted quickly to any problems that have developed with the project. Ms. Turns made the comment that when the Township does a bid project similar to this job, it should be bid for what we want and there should be no huge change orders, like what occurred with this project. Mr. Scott asked Mr. Brulo in his experience is this is an unusual occurrence? Mr. Brulo stated for some contractors it is unusual and for other contractors it is not.

Ms. Turns moved, seconded by Mr. Megonnell to approve Change Order #3, extending the substantial completion date of the Harper Dr. Truck Turnaround date to May 16, 2011, with final completion by June 16, 2011. Motion passed unanimously.

Ms. Turns moved, seconded by Mr. Megonnell to reject Change Order #4 for the Harper Dr. Truck Turnaround, adding \$4,853 to the contract price for concrete blankets. Motion passed unanimously.

Ms. Turns moved, seconded by Mr. Megonnell to reject Payment Application #3 for the Harper Dr. Truck Turnaround project in the amount of \$28,923.12. Motion passed unanimously.

Motion – Stofko/Getty Drainage project. - This project requires installing drainage facilities across and down Fairville Ave. around UGI gas lines, sewer lines, and water lines. Through previous investigation on site, the only successful route for the drainage relies on Pennsylvania American Water (PAWC) relocating their water main. PAWC is moving forward in 2011 with the installation of a second water main from the Clover Hill Business Park, across Route 22, headed north to the Capital Bible Church. This second main is currently in the design phase and scheduled to be constructed this summer. Once this line is constructed, it would enable the Township drainage project to be constructed this summer to relieve the flooding at the Stofko/Getty/Fairville Ave. intersection. Due to the complexities of the project, the Roadmaster, Harold Harman, recommends this project be put out to bid with the Township Engineer providing all the construction observation. This project should be completed in 2011.

Ms. Turns moved, seconded by Mr. Megonnell to request a Scope of Work from the Township Engineer for the engineering/design/bidding document/construction observation for the Stofko/Getty drainage project. Motion passed unanimously.

Motion – Road Improvement Project changes- Ms. England reviewed the proposed project changes. Because of the timing of permitting with DEP is so lengthy, the Walnut South/Devonshire project will not be ready for bid until the fall. In order to receive further savings the staff is proposing the addition of several culvert replacements be added to the Walnut South/Devonshire bid package. Harold Harman has inspected 5 stream/drainage crossings on Devonshire Heights Rd. section 2 (Route 39 to Oak Grove Rd.) Two of the crossings can be replaced by Public Works. Mr. Harman is recommending the following Devonshire Heights Road culvert crossings be added to the Walnut South/Devonshire bid: Fire House, Shifflet, and Morris.

Ms. Turns moved, seconded by Mr. Ostermayer to cancel the scope of work provided for the Houck Manor 5 project, request a new scope from the Township Engineer for the new Walnut South/4 Devonshire culverts project to be bid late fall 2011 for construction in 2012, and request a scope for engineering the design of Walnut North/Chestnut North replacements to be constructed in the future by Public Works. Motion passed unanimously.

Motion – Authorize purchase of Picnic Tables- Mrs. Fesig, Parks & Recreation Coordinator, explained that this is budgeted project for Fairville Park. The current wooden picnic tables will be replaced with eight foot aluminum picnic tables. The budget allocated \$10,000 from FILO funds for this project. Mrs. Fesig has received a quote from Biting Recreation for \$8303.00, which is in accordance with the PA Costars Contract.

Ms. Turns moved, seconded by Mr. Ostermayer to authorize the purchase of eight aluminum picnic tables for Fairville Park to be paid with FILO funds. Motion passed unanimously.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

Mr. Scott asked for an update regarding Public Works overtime. Ms. England that the last snow involved one hour of double time and one and a half hours of overtime. This is within the overtime budget. An order of salt was received which is also within budget.

Ms. England informed the Board that WES Business Association is sponsoring a “Meet the Candidate Night” prior to the primary election. April 25th is the date to meet the West Hanover Township candidates. The program will be held at 7:30pm at the Recreation Center.

PUBLIC COMMENT:

Don Steinmeier, 11 North Fairville Avenue- Mr. Steinmeier asked if his water supply would be affected by the Stofko/Getty project. Mr. Brulo stated that no water would be turned off during the project which will occur in late summer or early fall. Mr. Steinmeier suggested that Mrs. Fesig, contact Prison Industries to get a price on picnic tables.

Gloria Zimmerman, 1453 Mumma Road- Mrs. Zimmerman asked how a building permit was issued for the property by Bridle Lane and Delmont Court. Other people tried to obtain permits for the lot but were denied due to no road frontage. Mr. Leonard, Zoning Officer, said the Township can investigate if the application is not correct. The land is rural residential, and the side yard set back requirement is 15 feet on each side. Mr. Leonard will investigate the property in question and will get back to Mrs. Zimmerman with his findings.

Mrs. Zimmerman said that the 225th Committee held its final meeting. She said the books need to be audited and asked if Mr. Scott would be willing to complete the audit. Mr. Scott stated he will audit the books. Any excess funds after expenses have been paid will be donated to the Lions Club.

Harold Harman, 7204 Catherine Drive- Mr. Harman asked if the Board is aware that the site distance problem at the intersection of Fairville Avenue and Rt. 39 by the Public Works shop. He said that it is worse than before the Exit 77 project began. Mr. Brulo will investigate with Penn Dot regarding this problem.

Beth Carricato, 699 Knight Road- Ms. Carricato asked if Knight Road is still on the schedule to fixed. The Board said yes it is still on schedule to be paved. She brought up the problems at the intersection of Knight Road, Green Hill Road, and Oak Grove Road. She said the intersection is extremely dangerous and that a three way stop sign needs to be placed there. It was discussed that numerous traffic studies have been completed and Penn Dot said there isn't enough traffic to warrant a three way stop sign.

Matt Miller, 455 Douglas Road- Mr. Miller thanked the Board for their continued support of the fire station project. He just received the draft lease agreement between the Township and the Fire Company for the fire station at 628 Walnut Avenue as well as the new fire station location on Jonestown Road. He and other members of the Fire Company will review and meet with the Board to discuss any concerns. He hopes that the fire station project will continue to move forward as the Township and Fire Company work together to finalize the leases.

Ms. Turns thinks that the leases should be finalized before the Township signs the financing/bond documents for the new fire station. There was general discussion that it is Township and Fire Company's goal to keep the fire station project on track.

Robert Garland, 8000 Rabbit Lane- Mr. Garland asked why the Board didn't take action regarding the intersection problem that Ms. Carricato brought up earlier in the meeting. There was discussion that the roads in question are state roads and the numerous traffic studies have been completed by Penn Dot at the request of the Board. The traffic studies show that there isn't enough traffic to warrant a three way stop sign. Ms. England stated that Penn Dot has moved the stop sign and added a larger directional arrow, while the Public Works department has cut back the hedge on a resident's land.

Don Steinmeier, 11 North Fairville Avenue- Mr. Steinmeier stated that he brought up the intersection problem six months ago and contacted Representative Marsico and Senator Piccola. He said Representative Marsico followed up on his request quickly. He thinks Representative Marsico is now the Chairman of Penn Dot's Transportation Committee so perhaps the Board may want to contact him.

SUPERVISORS COMMENTS:

Ms. Turns asked at the December 6, 2010 meeting if the Board can preview the newsletter before going to the printer. She said members of the Board were interested in seeing the articles that were received for the newsletter. There was lengthy discussion about the intent of the Board to read the newsletter prior publication.

Ms. Turns brought up the motion on the bond for the Water & Sewer Authority. There was discussion that the Board may need to get some further information from Mr. Verdelli regarding the types of bonds that are available for the financing of the Water & Sewer Authority project. Ms. Turns suggested that Mr. Verdelli come to a workshop to review the financing options with the Board.

Mr. Megonnell reminded everyone to buy milk at Turkey Hill and bring the milk caps to the Township office for the Gopher Van fund raiser.

Ms. Turns asked if there is a motion that prevents code enforcement or zoning enforcement from stopping if they encounter a violation while out on other Township business. Ms. England said that years ago the Board instituted a policy regarding enforcement of the property maintenance codes. She stated that the enforcement officers do not specifically patrol the Township for violations, however if they encounter a violation they will address the issue. Township staff was directed to not enforce property maintenance codes by looking for violations but to only respond to complaints. Mr. Klein suggested that a workshop be set to set a concrete policy.

Mr. Megonnell moved, seconded by Mr. Scott to have Mr. Leonard investigate the Transient Retail Ordinance. Motion passed unanimously.

Mr. Klein stated that the West Hanover Township Republican Committee will be having an endorsement meeting on Saturday February 26, 2011 at 10:00am at the Township building for Supervisors and School Directors.

Mr. Megonnell reminded everyone eat at Perkins on the 2nd Thursday of each month, 15% of all sales from 4:00pm to 9:00pm will be donated to the Gopher Van.

ADJOURNMENT: 8:40 pm