

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

JOINT WORKSHOP SESSION

FIRE COMPANY

CALL TO ORDER – 6:00 p.m.

ROLL CALL

Linda Turns, Chairman
Chris Scott, Secretary/Treasurer
Bill Ostermayer, Supervisor
Matt Senft, Fire Company

Jay Megonnell, Vice Chairman
Adam Klein, Supervisor
Matt Miller, Fire Company
Bruce Hetrick, Fire Company

PUBLIC COMMENT: None.

OLD TOPICS: None.

NEW TOPICS

Discussion – Fire Station Grant- Ms. England presented background on the project of a new fire station. Several years ago the Township engaged a special fire consultant to complete a study, which is referred to the Tochterman report. The finding was that there was not a fire station within 1 ½ mile radius of the greatest population of the Township, and the recommendation was to move the fire station. Two years ago the Township applied for and received a grant for the land, which was purchased in December 2009. In 2009 the Township applied for a \$500,000 grant for the architectural/civil design, and received \$300,000. Ms. England presented a timetable that would take the Township through two cycles of Gaming Grant applications. The idea behind two cycles of grants is to construct the station in 2 phases. There was extensive discussion between the Board and the Fire Company regarding the timetable that was presented.

There was discussion regarding development of a Building Committee, it was suggested that rather than requiring full Board meetings a Building Committee would be established with regular reports back to the Board. The Building Committee could be made up of 2 Supervisors, 2 members of the Fire Company, and the Manager. With only 2 Supervisors the advertising requirement could be avoided. It was decided that Ms. Turns and Mr. Ostermayer will represent the Board of Supervisors, with Jay Megonnell a substitute for Mr. Ostermayer. Mr. Miller, Mr. Senft, and Mr. Hetrick will attend the Building Committee meetings to represent the Fire Company.

The Board and Fire Company discussed the size of the building at length. There was discussion of the lot size and the number of bays that the Fire Company will need at the station.

There were many views regarding using the Building Fund, Casino grant monies, and what the Township can afford. Ms. England presented the idea of changing the way the Fire Tax was distributed between operations and Capital Reserve, which brought up discussion of a fire tax increase. Ms. England presented figures if the Board decides to obtain an Emmaus loan. The cost of the loan repayment would depend on the amount borrowed. If a loan is obtained, the Township will need to front the money to make loan payments, however if grant money is received it would then be applied to the loan.

It was decided that Mr. Miller and Ms. England would work on a RFP for architectural design to be presented to the Board of Supervisors .The following timeline was agreed upon between the Board and the Fire Company:

Mon	03/01/10	RFP for Architectural Design/ HRG scope of work for Land Development approved by BOS
Wed	03/24/10	RFP from Firms due
Mon	3/29/10	Interviews held with firms
Mon	04/5/10	BOS awards contract for Architectural Firm

Ms. England and Mr. Miller will meet with Mr. Brulo from HRG to discuss the Land Development plan. Mr. Brulo will have numbers available for the March 1, 2010 meeting.

Mr. Senft informed the group that federal grants from FEMA for fire station construction will open in two months. There was discussion of applying for a federal grant. Mr. Senft will provide the information to Ms. England.

Again, there was discussion regarding the size of the building. It was agreed upon by the Board and the Fire Company that the size of the fire station would be 15,000 square feet. This is the information that will be listed in the RFP.

The \$300,000 from the Casino grant will have to cover the cost for the Land Development plan and the Architectural Design.

ADJOURNMENT: 7:25 PM