

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, APRIL 4, 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. Mr. Klein informed the audience that there was an Executive Session held this evening to discuss legal and personnel matters.

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: PennDOT **RE:** Liquid Fuels and Turnback payments- Ms. Turns asked how often the Township receives Liquid Fuels and Turnback payments. Ms. England confirmed that payments are received annually.

FROM: PSATS **RE:** News Bulletin- Ms. Turns brought up the issue of how the census results affect liquid fuels distribution. Ms. England said that every time the Township accepts a road the liquid fuels list is updated, and that the census has no impact on the liquid fuels distribution.

PUBLIC COMMENT

Don Steinmeier, 11 North Fairville Avenue- Mr. Steinmeier asked the Board if anyone is familiar with Waste Management's policy on credit card payments. A resident complained to Mr. Steinmeier that their credit card expired, but Waste Management never notified them and then charged them a late payment fee. The resident is going to contact Waste Management and cancel their automatic payment. Mr. Steinmeier asked if Pennsylvania American Water is going to begin work on the Getty-Stofko project early because they have begun painting lines on Fairville Avenue. Mr. Brulo stated that the project is still scheduled for August that they are doing utility identification at this time.

PUBLIC HEARING/MEETINGS: None

PRESENTATIONS, STAFF/BOARD REPORTS:

Mr. Leonard was present to review the suggested language for the current Transient Retail Businesses Ordinance. It was suggested that the review be moved to a workshop; the Board decided to place the review of the Transient Retail Businesses Ordinance on the April 11th workshop agenda. Ms. Turns would like to discuss American Pie at the workshop as well.

Mr. Leonard brought up the ideas proposed by the Planning Commission regarding the Subdivision and Land Development Ordinance to see if any efficiencies could be found for small sub dividers. The Board decided to place the review of the Subdivision and Land Development Ordinance on the April 11th workshop agenda.

Ms. Turns would like to discuss updating of requirements of paved roads for new properties in Neighborhood Commercial district at the April 11th workshop.

Ms. England informed the Board of the following items:

- Ground breaking for the Fire Station is scheduled for April 25th at 2:00pm. All three County Commissioners are scheduled to attend and she hopes that all Board Members will be available to attend as well. The County will handle all press and media for the event.
- The network server has been installed for the Township building. She thanked Chris Scott for the donation of the server and Gene Wenrich from HRG for all his work on the project. The Windows 7 upgrade is scheduled for the end of April or the beginning of May.
- The Pheasant Road culvert replacement is on schedule and should be completed this week, weather permitting.
- Work on the Fairville Road culvert has been done without closing the road overnight, and with only intermittent closing during the day. Weather permitting the contractors hopes to only have to close Fairville Road for two weeks beginning April 11th.
- A road inspection workshop requested by a Board member will be held on May 9th.
- At the EAC meeting on April 12th at 7pm Greg Grudovich from Waste Management Recycle America will make a presentation on recycling. The public is encouraged to attend to learn more about recycling.

APPROVAL OF MINUTES

Regular meeting - March 21, 2011 *Ms. Turns moved, seconded by Mr. Megonnell to approve the regular meeting minutes of March 21, 2011. 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 April 1, 2011	\$1,066,235.71
Total Liquid Fuels Balance as of April 1, 2011	\$437,336.45
Total Capital Reserve Fund Balance as of April 1, 2011	\$1,837,587.11

B. Deposit Activity since March 22, 2011

\$27,448.28

Ms. Turns reported the gross payroll of March 25, 2011, totaled \$31,731.16. ***Mr. Ostermayer moved, seconded by Mr. Megonnell to approve the payroll of March 25, 2011 in the amount of \$31,731.16. Motion passed unanimously.*** Ms. Turns reported there were no vouchers prepaid to meet due dates. Ms. Turns reported the total for the vouchers to be approved was \$15,007.36. ***Mr. Ostermayer moved, seconded by Mr. Megonnell to approve the vouchers in the amount of \$15,007.36. Motion passed unanimously.***

PLANNING COMMISSION REPORTS AND PLANS:

11.001.WSA Subdivision, 7901 Jonestown Road, Tax Parcel #68-024-035- Mr. Leonard reviewed the proposed land subdivision. The Township Planning Commission has reviewed the plan and recommends approval of the requested waivers. Dauphin County Planning Commission has reviewed the plan and all comments have been addressed. After the plan has been approved the following need to be completed: Submit a digital copy of the approved plan within 90 days of recording and show ped path easement along the eastern property line connecting Township properties to the north and south. Ms. Turns brought up the requirements for Stream Protection Overlay Districts. Mr. Leonard confirmed that the requirement is 50 feet.

Ms. Turns moved, seconded by Mr. Ostermayer to waive the following sections of the West Hanover Township Subdivision and Land Development Ordinance for Sewer Authority Expansion Project; 7901 Jonestown Road, Tax Parcel # 68-024-035, Township ID# 11.001:

- 1. 173-11.A – Submission of a Preliminary Plan.***
- 2. 173-11.B(2)(bb) – Two foot contours.***
- 3. 173-11.B(2)(c) – Driveway profile.***
- 4. 173-11.B(3)(h) – Wetland study.***
- 5. 173-14.I(2)(d) – State Plane format.***
- 6. 173-26.A(1) – Curb installation.***

Motion passed unanimously.

Ms. Turns moved, seconded by Mr. Ostermayer to approve the Final Subdivision Plan for Sewer Authority Expansion Project; 7901 Jonestown Road, Tax Parcel # 68-024-035, Township ID# 11.001, contingent upon (based on):

- 1. 173-15.C(19) - Incorporating staff comments.***
- 2. 173-15.C(19) - Other items as determined necessary by Township Ordinances.***

Motion passed unanimously.

Mr. Ostermayer brought up the issue of two foot contours and how they can be eliminated. There was general discussion regarding the Ordinance; Mr. Leonard stated that it is an engineering standard. Mr. Brulo suggested that there be five foot contours for a subdivision plan (which would have no construction) and two foot contours for land development plans (which would have construction).

#2011.01 S & A Homes Text Amendment, Authorization to send to DCPC for review and comment and to set a public hearing date of June 6, 2011.- Mr. Leonard reviewed the proposed changes. He said that the changes won't be used that much, but it allows for more open space in the Township without changing the number of lots in the proposed development. Mr. Scott asked if the minimum lot size calculation would improve the stormwater management; Mr. Leonard thinks that it would improve it since more land would remain natural. He said it could reduce the lengths of roads and cul de sacs, as well as possible stormwater run off. S & A has not submitted any plans.

Mr. Megonnell moved, seconded by Ms. Turns to authorize Zoning Ordinance Text Amendment Request be sent to DCPC for review and comment. Motion passed unanimously.

OLD BUSINESS:

Motion - Municipal Building and Public Works Building Security Upgrades- There was general discussion regarding the proposed upgrades and if the upgrades were budgeted. Ms. England said although the projects weren't budgeted, the Public Work insulation project completed this year was \$15,000 under budget and therefore the security upgrades can be paid by Capital Reserve.

Ms. Turns moved, seconded by Mr. Megonnell to authorize the upgrade of the fire detection system at the Municipal building by Stanley Security Systems for an installation cost of \$2,393 and the addition of a monthly monitoring service of \$5. Motion passed unanimously.

Ms. Turns moved, seconded by Mr. Megonnell to authorize the installation of a fire detection and alarm system at the Public Works shop by Stanley Security Systems for an installation cost of \$4,993 and the addition of a monthly monitoring service of \$5. Motion passed unanimously.

Ms. Turns suggested that the Board review the 2011 budget to see what projects are in process, have been completed or cancelled , and funds spent in the first quarter. Ms. England said staff will make the necessary changes to the projects and revise the budget numbers based on the decisions that the Board has made.

Motion – Approve Scope of Work-Walnut/Chestnut North Culvert Replacement- Ms. England asked that the Board table this item until the May 2nd meeting. She stated that the Water & Sewer Authority will discuss this item at their meeting on April 19th. The WSA will decide when they plan to extend sewer lines in that area and the Township would like to coordinate the sewer project and drainage project for the same time period.

Ms. Turns moved, seconded by Mr. Ostermayer to table the approval of the Scope of Work-Walnut/Chestnut North Culvert Replacement until May 2, 2011. Motion passed unanimously.

NEW BUSINESS

Improvement Guarantee Reduction #2, Windish Land Development Plan ;Maintenance Guarantee Recommendation, Windish Land Development Plan

Mr. Ostermayer moved, seconded by Ms. Turns to approve the reduction of the Improvement Guarantee for the Windish Land Development Plan by \$12,821.40 from the amount of \$12,821.40 leaving a balance of 0.00 Motion passed unanimously.

Ms. Turns moved, seconded by Mr. Scott to approve the Maintenance Guarantee of \$566.25 for an 18 month period of time for dedication of the streets and public improvements for the Windish Land Development Plan. Motion passed unanimously.

Motion – Scope of Work Walnut South /4 Devonshire Heights Culvert Project- Ms. Turns brought up the locations of the proposed culvert projects; there was general discussion regarding the locations. Ms. England stated that all four culverts are streams and require permits. Mr. Brulo confirmed that DEP and the Corps of Engineers require the permits. Ms. Turns pointed out that on page one, the second sentence of Mr. Brulo’s letter should read, “The Walnut Avenue crossing is approximately 400’ from the intersection with SR39.” Mr. Scott brought up the issue of easements involved with this project. Ms. England stated that there will be construction easement and permanent easements involved with this project.

Ms. Turns moved, seconded by Mr. Scott to approve the engineering scope of work for the Walnut South/4 Devonshire culvert replacement project in the amount of \$ 66,000 to be paid from the Capital Reserve Fund. Motion passed unanimously.

Motion – Oil and Chip project- Mr. Klein briefly reviewed the remedial work that needs to be completed on the project. The schedule will be for sometime in the middle to end of June and HRG will perform construction observation for the project. Ms. Turns asked for the specifications of the size of stones that will be used. Mr. Brulo said that the same size stone will be used as the first application. There was discussion that a smaller size stone should be use for the repair work. Mr. Brulo will check with the contractor regarding using smaller stone for the repair work. He is also going to check for the cost of a double application.

Ms. Turns moved, seconded by Mr. Ostermayer to postpone the 2011 oil and chip project to 2012 in order to evaluate the remedial work on the 2010 project roads. Motion passed 4-1 with Mr. Scott abstaining.

Ms. Turns moved, seconded by Mr. Ostermayer to add the Manada Heights drainage project to the 2011 Public Works schedule, authorize the Township Engineer to investigate the outfall for permitting requirements and provide a sketch plan of the system, and amend the budget to fund this project from Highway Aid. Motion passed 4-1 with Mr. Scott abstaining.

Motion – Exoneration of Delinquent Tax Penalties- This is a request for exoneration of penalties for delinquent tax payments that was received through the Dauphin County Tax Claim office. The title company states that a check was forwarded to the Tax Collector but never cashed. They have stopped payment on the check and will issue a new one however they request a waiver of penalties and interest.

Mr. Megonnell moved, seconded by Ms. Turns to exonerate the municipal tax penalty and any accrued interest for the late payment of the 2010 property taxes for property at 468 Woodruff Way, tax parcel 68-046-018. Motion passed unanimously.

Ordinance 2011-05, amending Chapter 103, Fire Protection- Bill McCahan, PSAB Chairman, explained the amendment to the Board. The amendment will require maintenance of fire alarm systems, maintenance of emergency lighting systems, and maintenance of sprinkler systems. Commercial businesses located in the Township will be required to report annually to the Township that all maintenance has been completed. The Ordinance will be sent to all commercial businesses, and Julie Hoepfer will maintain the files for all inspections.

Mr. Megonnell moved, seconded by Mr. Scott to adopt Ordinance 2011-05, amending Chapter 103, Fire Protection. Motion passed unanimously.

Resolution 2011-37, Appointment to CapCOG

Mr. Megonnell moved, seconded by Mr. Scot, to approve Resolution 2011-37, appointing Bob Garland to serve as representative to the Capital Area Council of Governments for 2011. Motion passed unanimously.

Motion – Fire Hydrant installation, N. Hershey Road-The application is for the installation of a public fire hydrant on the north side of N. Hershey Road approximately 400 feet east of the intersection of N. Hershey Rd. and Jonestown Rd. This hydrant and location are identified on the approved and recorded plan for the Route 39 Hotel and Restaurant. The installation of the hydrant will cause expenditures from the Township Fire Hydrant Fund in addition to a Fire Hydrant Tax levy for all property within 780' of the hydrant.

Ms. Turns moved, seconded by Mr. Megonnell to execute the application for public fire hydrant on the north side of N. Hershey Road approximately 400 feet east of the intersection of N. Hershey Rd. and Jonestown Rd. Motion passed 4-1 with Mr. Scott abstaining.

Resolution 2011-38, Approval of Dauphin County Emergency Operations Plan- Ms. England explained that the Township approves the Emergency Operations Plan annually. This is a complete update from the current plan.

Ms. Turns moved, seconded by Mr. Ostermayer to approve Resolution 2011-38, Dauphin County Emergency Operations Plan. Motion passed unanimously.

Motion – Request for Fire Tax Capital Reserve Expenditure- On November 1, 2010, the Board adopted Resolution 2010-51, executing the application for Permit to Install and Operate Flashing Warning Devices on South Hershey Road (Route 39) approximately 300 feet both east and west of the entrance to Fire Station #2 at 554 South Hershey Road. The approved permit #W-306 was issued by PennDOT on December 22, 2010. Matt Miller, President of the Fire Company has obtained three quotes for the installation of the flashers. Mr. Miller plans to contract with Percs Traffic Signals, the low quote, to install the flashers.

Ms. Turns moved, seconded by Mr. Megonnell to approve the use of Fire Tax Capital Reserve funds for the installation of Flashing Warning Devices at Fire Station #2 on S. Hershey Road in an amount not to exceed \$8,000.00. Motion passed unanimously.

Discussion – 2011 Proposed PSATS Resolutions - The Resolutions will be discussed and voted on during the General Session Tuesday morning, April 19, at the PSATS convention. The Board should review these Resolutions in order to direct voting delegate Linda Turns and alternate Jay Megonnell on the wishes of the Board.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

Ms. England reminded the Board that the PSATS convention begins on April 17th. She asked if any Board members will be attending the reception hosted by HRG on April 19th. Mr. Scott and Mr. Megonnell will attend; the remaining Board members will check their calendar.

Ms. Turns brought up that she has received numerous calls regarding the site distance problems on Rt. 39 West by the Public Works building. She would like the Board's permission to contact the homeowner to see if he is willing to work with the Township to rebuild the temporary roadway which would provide better site distance. Mr. McCahan, PSAB Chairman, stated that there is a Truck No Left Hand Turn sign currently in place, and when the project is completed he would like to see a No Left Hand Turn sign for all vehicles at that location.

Mr. Ostermayer asked if Ms. England contacted the resident regarding a permit extension that he brought up at the last meeting. Ms. England stated that permits do not expire until 2013 but that she will contact the resident to inform him that his permit is still valid.

Mr. Klein informed the Board and audience that there is a Zoning Board Public Hearing on April 14th at 6:30pm. Graham and Carla Snyder are the applicants.

Mr. Brulo informed the Board that the contractor doing the work on North Fairville Avenue will need to extend the road closure until April 22nd. Solicitor Yost stated that since the original road closure was approved by Resolution the amendment should be by Resolution.

Ms. Turns moved, seconded by Mr. Ostermayer to approve Resolution 2011-39, extending the closure of North Fairville Avenue to April 22, 2011. Motion passed unanimously.

PUBLIC COMMENT:

Don Steinmeier, 11 North Fairville Avenue- Mr. Steinmeier said the WSA will discuss the Houck Manor project at the April 19th meeting. He stated that DEP wants the project completed by 2016. They will look at the cost that will be involved with the project, since it will involve financing. The project will not be started immediately since they are still working on the 8 million dollar plant upgrade project.

Dale Regal, 176 Florence Drive- Mr. Regal thanked the Board for the way they handled the fire station project and the alarm system request. He had questions regarding invoices for the Paxton Herald and Home Depot which were answered by the Board.

Matt Miller, 455 Douglas Road- Mr. Miller asked the Board if they discussed the fire station land agreement in Executive Session. Mr. Klein stated that they just received it and will discuss it after they have reviewed it. The fire company will be participating in a fund raiser at Tractor Supply on April 9th from 10a-3p.

SUPERVISORS COMMENTS:

Mr. Klein said that The Tall Cedars of Lebanon are sponsoring a pancake breakfast on April 9th from 8a-2p at the Zembo Shrine to benefit Muscular Dystrophy Foundation.

ADJOURNMENT: 8:10 pm