

WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, DECEMBER 7, 2009

CALL TO ORDER – 7:00 p.m.

Mr. Hartman called the meeting to order at 7:00 PM followed by the Pledge of Allegiance. Mr. Hartman announced there had been an Executive session at 6:00 PM.

ROLL CALL

Larry Hartman, Chairman
Linda Turns, Secretary/Treasurer
Deb Curcillo, Supervisor

Adam Klein, Vice-Chairman
Rick Mullen, Supervisor

PUBLIC COMMENT

Bill Engle, 7703 J.L. Moyer Court- Mr. Engle believes that the Board of Supervisors has placed the residents of Brynfield at an extreme disadvantage due to the placement of No Parking signs in the cul de sac in J.L. Moyer Court. He believes that if the Township plans to add signs to a development that there should be local postings in the development to inform the residents. Ms. England stated that the issue was brought about due to complaints in December 2008 from the Brynfield Homeowners Association regarding the problem of parking in the cul de sac. In March 2009 the Ordinance was advertised in the Patriot News to inform residents of the proposed Ordinance. The Public Safety Advisory Board and the Fire Department set up the guidelines for the Ordinance. The Ordinance was adopted to make sure all Emergency Management Vehicles can access the residents in case of a fire or emergency. Mr. Engle believes that the Board has passed an ordinance that is not practical to the residents; he will speak with residents in the development. Mr. Hartman will ask Mr. McCahan of the Public Safety Advisory Board to arrange to take the fire trucks through the cul de sac to ensure that the Ordinance is necessary for the safety of the residents. Mr. Engle will verify all information provided by the Board and Ms. England. He will attend a future meeting to present his findings to the Board.

Shawn Sanders, 7231 Royal Oak Drive- Mr. Sanders wanted to know if the Public Safety Advisory Board has done other studies regarding access for Emergency Management Vehicles. Ms. England stated that yes they have done other studies. Mr. Sanders represents the Winslett Homeowners Association and wanted to know if the Township is going to eliminate the Park & Recreation Department. Mr. Hartman stated that the Parks will always be available to the residents, however there has been discussion regarding the elimination of the Park & Recreation Department. Mr. Sanders stated that there are many families with young children in the Township who participate in the programs and believe that the Park & Recreation Department is needed in the Township. Mr. Klein guaranteed that it will be posted if any meetings will be held regarding the possible elimination of the Park & Recreation Department.

Chris Scott, 253 Berkstone Drive- Mr. Scott believes that the Park & Recreation Department should be eliminated. He thinks there needs to be more income in the department or cut expenses.

Don Steinmeier, 11 N Fairville Avenue – Mr. Steinmeier thanked Mrs. Curcillo, Mr. Hartman, and Mr. Mullen for their service to the Township. Regarding the 2010 budget, Mr. Steinmeier stated that it is very tight and sooner or later taxes will need to be raised. Since there are no reserves in the budget 2010 will be hard to carry into 2011. He confirmed with the Tax Collector that in January 2009 over 300 property owners were delinquent on property taxes for 2008, he believes the number of delinquent tax payers will increase in 2010. He thinks that a ½ mil tax increase will be necessary, and that the budget will need to be monitored every three months.

PUBLIC HEARING/MEETINGS:

Ordinance 2009-05, Site Design Standards- See transcript.

Mr. Klein moved, seconded by Ms. Turns to approve Ordinance 2009-05, Site Design Standards. Motion passed unanimously.

PRESENTATIONS, STAFF/BOARD REPORTS

Presentations by Sewage Enforcement Officer (SEO) candidates- Representatives from Light-Heigel (current SEO), Brian McFeaters, and Skelly and Loy made brief presentation to the Board of Supervisors regarding their companies and rate schedules. The Board will appoint the Township Sewage Enforcement Officer (SEO) for the calendar year 2010 at the Reorganization meeting on January 4, 2010.

Dixie Fesig – Park and Recreation Report – Ms. Fesig presented the Board with an update on recent programs as follows:

- The Pumpkin Carving Contest and Hayride had 110 participants and netted a profit of \$362.91.
- The Indoor Yard Sale had 37 vendors (maximum capacity) and netted a profit of \$427.00.
- Breakfast with Santa will be held on December 19th and is being co sponsored by the Fire Department. There are 105 participants registered.
- Houck Memorial ADA path is complete.
- Lenker Park Hockey Rink is not complete due to some outstanding construction issues. The project will be completed in the spring due to the weather. Final payment has not been made to the contractor.
- The move to the Fire House was successful, all classes and programs are running on schedule.

APPROVAL OF MINUTES

Regular meeting – November 16, 2009 *Mr. Mullen moved, seconded by Ms. Turns to approve the regular meeting minutes of November 16, 2009. Mrs. Curcillo abstained, 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 December 4, 2009	\$650,807.44
Total Liquid Fuels Balance as of December 4, 2009	\$215,097.66
Total Capital Reserve Fund Balance as of December 4, 2009	\$1,924,760.83

B. Deposit Activity since November 17, 2009 \$47,140.71

Ms. Turns reported the gross payroll of November 20, 2009 totaled \$30,754.63. *Mrs. Curcillo moved, seconded by Mr. Klein to approve the payroll of November 20, 2009 in the amount of \$30,754.63. Motion passed unanimously.* Ms. Turns reported the gross payroll of December 4, 2009 totaled \$28,884.38. *Mrs. Curcillo moved, seconded by Mr. Klein to approve the payroll of December 4, 2009 in the amount of \$28,884.38. Motion passed unanimously.* Ms. Turns reported the vouchers prepaid to meet due dates were \$1,003.97 *Mrs. Curcillo moved, seconded by Mr. Klein to approve the vouchers prepaid to meet dues in the amount of \$1,003.97. Motion passed unanimously.* Ms. Turns reported the total for the vouchers to be approved was \$47,913.96. *Mrs. Curcillo moved, seconded by Mr. Klein to approve the vouchers in the amount of 47,913.96. Motion passed unanimously.*

PLANNING COMMISSION REPORTS AND PLANS:

#09.004 F/SB/LD Solar Collector Field. Action by 2/16/10 –Mr. Leonard reviewed the plan for the Solar Collector Field. Tim Mellott, Township Engineer for the project, presented items to the Board of Supervisors and stated that he is comfortable with the plan. Representatives from HRG and the Dauphin County Industrial Development Authority reviewed the project and answered questions from the Board. There will be approximately 4200 panels and 700 posts installed. There will be no change in the ground cover or topography of the land as a result of the project.

Mr. Hartman moved, seconded by Ms. Turns to waive the following sections of the West Hanover Township Subdivision and Land Development Ordinance for the Final Subdivision and Land Development Plan for Solar Collector Field, Township ID #09.004, Tax Parcels #43-038-025 and -026:

- 1. Section 173-11.A – Preliminary Plan requirements*
- 2. Section 173-11.B(2)(bb) – Depiction of 2' contours*
- 3. Section 173-15.C(6) – Stormwater Management Plan*
- 4. Section 173-15.C(8) – Wetlands Study*
- 5. Section 173-38.B(1) – Tree and vegetation characterization*

Motion passed unanimously.

Mr. Hartman moved, seconded by Ms. Turns approve the Final Subdivision and Land Development Plan for Solar Collector Field, Township ID #09.004, Tax Parcels #43-038-025 and -026, contingent upon (based on):

- 1. 173-11.B(2)(d) – Provide executed copy of access agreement.*
- 2. 173-14.D – Provide improvements agreement and bonding.*
- 3. 173-15.C(19) - Addressing Engineer and staff review comments.*
- 4. 173-15.C(19) - Other items as determined necessary by Township Ordinance.*

Motion passed unanimously.

Winslett Revised Phasing Plan –This request is for the Board of Supervisors to approve a revised phasing plan for the Winslett Development.

Ms. Turns moved, seconded by Mr. Hartman to accept the revised phasing plan for the Winslett Development. Motion passed unanimously.

OLD BUSINESS

Motion – Supplemental Scope of Work, Municipal Park Ped Path Project. Tabled at meetings on 07/06/09, 07/20/09, 08/3/09, 08/17/09, 09/08/09, 9/21/09, 10/5/09, 10/19/09, 11/2/09, 11/16/2009, 12/7/2009.

Ordinance 2009-18, Chapter 187, Stop Sign on Sarhelm Rd. The Township received a complaint from a resident about the traffic on Sarhelm Road and the stop sign on the southbound side at New Oxford Road. We asked Township Engineer Al Brulo to complete a traffic study of this intersection to determine the validity of the existing stop sign on the southbound side and the need for a stop sign on the northbound side. At the November 16, 2009, meeting there was concern about driveway access if the southbound stop sign were removed. The Board tabled the Ordinance to allow Mr. Brulo to revisit the issue of the southbound stop sign. His revised study, recommends maintaining the existing stop sign southbound and adding a stop sign northbound. With a change in the traffic pattern and signage Mr. Brulo recommends a transitional procedure

to alert motorists to the change. Mr. Harman, Roadmaster, has the majority of the transitional signs and warning devices in stock.

Mrs. Curcillo moved, seconded by Ms. Turns to approve the installation of a stop sign on the northbound side of Sarhelm Road at New Oxford Road based on the Township Engineers' traffic study; authorize the Roadmaster to follow the transitional procedure outlined by the Township Engineer; and authorize the advertisement of Ordinance 2009-18, amending Chapter 187-19 to include the stop sign on the northbound and southbound side of Sarhelm Road at New Oxford Road. Motion passed unanimously.

Motion-Scope of Work-Manor Drive. Tabled 11/16/09, 12/7/2009.

NEW BUSINESS

Conference Attendance Authorization, Section 607.4: Harold Arndt.

Mr. Mullen moved, seconded by Mr. Klein to approve attendance to the International Building Code/International Fire Code 2009 Update for Harold Arndt on January 6, 2010. Mrs. Curcillo, Mr. Hartman, and Ms. Turns opposed. Motion denied 3-2.

Ordinance 2009-05, Site Design Standards

Motion made after the public hearing

Motion – Award quote for UPS, Jonestown/Allentown Blvd. signal upgrade- Requests were sent to six firms for quotes on the installation of an Uninterruptible Power Supply (UPS) at the intersection of Jonestown Road and Allentown Blvd. This intersection is equipped with all LED lights and has been identified by the PSAB as a primary intersection in the Township. Ms. England stated that the PSAB also recommends the installation of an indicator light (not requested in original quotes). Hildum Electric, the low bidder can install the indicator light at a cost of \$150.00.

Mr. Klein moved, seconded by Mr. Mullen to award the Jonestown/Allentown UPS project to Hildum Electric, who provided the low quote in the amount of \$5,395.00. Hildum Electric will also install an indicator light at a charge of \$150.00., for a total installation cost of \$5,545.00. Motion passed unanimously.

Motion – Award RFQ, Traffic Signal Maintenance, Repair, Service Contract -The Township is required to provide preventative maintenance, repair, and service on all traffic signals in the Township. Upon consultation with the Township Engineer, bid documents were prepared and sent to 6 signal firms. Firms were asked to bid a fixed price on preventive maintenance, on the 6 existing intersections, on the two existing intersections that are planned for improvements with a UPS, on the 4 new signals coming with the Exit 77 project, and the existing intersection with planned improvements as part of the Exit 77 project. The firms were also asked to specify hourly rates for service/repair personnel during both normal business hours and after hours. Two firms responded the request for quotes. There was discussion regarding the pricing and contract length.

Mrs. Curcillo moved, seconded by Ms. Turns to award the Traffic Signal Maintenance, Repair, and Service contract to C.M. High for a period of 1 year, expiring December 31, 2010, in the amount of \$300.00 annually per intersection for preventive maintenance, with a service and repair rate of \$51.00 during normal business hours and \$77.00 outside of normal business hours. Mr. Klein and Mr. Mullen opposed. Motion passed 3-2.

Ordinance 2009-19, Chapter 182, Transient Retail Businesses- Mr. Leonard reviewed the proposed changes to the Ordinance. The Zoning Officer not the Codes Officer will be responsible for enforcing the Ordinance. The fixed fee of \$25.00 per permit will be removed from the Ordinance and added to the Township fee schedule so it can be changed yearly if necessary.

Ms. Turns moved, seconded by Mr. Klein to approve Ordinance 2009-19, Chapter 182, Transient Retail Businesses. Mrs. Curcillo opposed. Motion passed 4-1.

Motion – Authorize Website Redesign project- As part of the budget discussions the Board approved including a project to redesign and update the Township website. The staff researched web designers and met with several to discuss our current site and possible improvements. The staff is recommending to the Board to contract with Bob Rios Visual Strategies (BRVS). The Board discussed the need for the redesign of the website. All codes and ordinances are available on the current website. Mr. Klein stated that a good website is necessary for the Township.

Mrs. Curcillo moved, seconded by Ms. Turns to not approve the Website Redesign project. Mr. Klein and Mr. Mullen opposed. Motion passed 3-2.

Motion – Authorize Investment of Township Funds- Ms. Turns objected that she was not present at the meeting with Fulton Bank.

Ms. Turns moved, seconded by Mrs. Curcillo to table investment of Township funds. Motion passed 4-1.

CORRESPONDENCE

Ms. England stated that the 2009 Bridge Inspection Report is available for review.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

SUPERVISORS COMMENTS: NONE

ADJOURNMENT: 8:40 PM

**** There will not be a workshop on December 14, 2009****