

WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, SEPTEMBER 12, 2011

CALL TO ORDER – 6:00 p.m.

Mr. Klein called the workshop to order at 6:00pm

ROLL CALL

Adam Klein, Chairman
Linda Turns, Secretary/Treasurer
Bill Ostermayer, Supervisor-Absent

Jay Megonnell, Vice Chairman
Chris Scott, Supervisor

PUBLIC COMMENT:

Don Steinmeier, 11 North Fairville Avenue- Mr. Steinmeier updated the Board regarding operation of the sewer treatment plant during Tropical Storm Lee. The plant was built to process 760,000 gallons/day, as of Wednesday it was processing 2.8 million gallons/day. Two pumping stations went under water, but overall the plant did a good job during the storm. He said the staff did a great job to keep the plant working properly.

OLD TOPICS: None

NEW TOPICS:

Review – September 7 flooding-Tropical Storm Lee- Ms. England briefly reviewed the streets that were involved with flooding, damage, and all road closures.

Mr. Megonnell moved, seconded by Ms. Turns to declare a disaster emergency on Wednesday September 7, 2011. Motion passed unanimously.

Mr. Megonnell moved, seconded by Ms. Turns to rescind the disaster emergency on Monday, September 12, 2011. Motion passed unanimously.

She said that Harold Harman and Al Brulo traveled throughout the Township today in order to prepare a formal damage assessment. Mr. Brulo will make a presentation to the Board at the September 19th meeting.

Mr. Harman, Roadmaster, reported on the flooding of roads and culverts and provided pictures for the Board to review the damage within the Township. The Public Works crew will be busy for the next few weeks with storm clean up. There was discussion that there may be funds available

through FEMA. It will be very difficult to get road repair materials for the next few weeks due to high demand as a result of the storm. All roads are open and are safe for travel; repairs will be done after review of the final damage assessment report.

Bill McCahan, EMA Coordinator, suggested that we switch from Comcast to Verizon for internet access due to problems that were incurred during the storm. Currently the Township does not have wireless internet access. Mr. Scott suggested that we add Verizon so there would be two internet providers, therefore if one fails, there would be back up access. Mr. Scott offered to provide a wireless router and software to the Township at no cost, if the Board agrees to have HRG consult on the installation. The Board was in agreement to accept Mr. Scott's proposal to donate hardware/software which would provide wireless internet in the Township building.

Matt Senft, Fire Chief, provided a report to the Board regarding Tropical Storm Lee. An average of seventeen firefighters were on duty beginning Wednesday, September 7th until Saturday, September 10th manning all three fire stations. The fire company responded to rescue requests due to flash flooding, assisting with road closures, and pumping of resident's basements. They also spent time assisting Derry Township with flooding issues and structural assessment. He explained to the Board that their main concern is the safety of residents, which is why certain roads were closed. He thanked the Township staff for assisting in coordinating the request for services from residents. He stated that internet access is crucial during disasters. He will contact Mrs. Fesig on Tuesday to discuss the upcoming Community Festival. As a result of the tropical storm, the fire company will have to scale back their presentations due to time constraints. He received a call from Dauphin County EOC regarding a private culvert that was washed out on Gilberg Lane. Gilberg Lane is in East Hanover Township and West Hanover Township. East Hanover Township won't repair the culvert, since it is private. Chief Shatto inspected the area and forwarded an emergency/incident action plan to Dauphin County EOC. They suggested that the action plan residents contact PEMA to assist in repairs. Chief Senft provided this to the Board for informational purposes only.

Bill McCahan, EMA Coordinator, provided a brief report regarding the decision to shelter in place students in the Central Dauphin School District.

At 6:50pm the Board recessed to an Executive Session.

Mr. Klein called the meeting to order at 6:55pm

#2011.02 Curative Amendment, Keystone Correctional Services, Inc.

Mr. Scott moved, seconded by Mr. Klein to reject the #2011.02 Curative Amendment, Keystone Correctional Services, Inc.

Motion passed 3-1 on a roll call vote, with Ms. Turns voting nay.

Discussion – Minimum Municipal Obligation for 2012- Ms. Turns presented to the Board information regarding the pension plan dating back to 1989. She also presented information that she received from the State Auditor General. There was lengthy discussion regarding the pension contribution. The Township receives state aid for pension contribution based on a state formula of available funds from foreign fire insurance companies. The contribution varies from year to year based on available funding.

Ms. Turns moved to reduce the Township pension contribution from 14% of employee gross annual wages to 7%. Motion died due to lack of a second.

Ms. Turns rescinded her motion to reduce the Township pension contribution from 14% of employee gross annual wages to 7%.

Mr. Megonnell moved, seconded by Ms. Turns to reduce the Township pension contribution from 14% of employee gross annual wages to 10%.

There was a roll call vote.

Motion failed on a tie vote. Mr. Megonnell and Ms. Turns voted for; Mr. Klein and Mr. Scott voted against.

Ms. England stated that the Township has a defined contribution plan. Solicitor Yost explained that the Board can modify the Township plan; however there is a minimum amount that that Township must contribute. There was general discussion regarding the overall benefits for Township employees.

Mr. Megonnell moved, seconded by Mr. Klein to approve the MMO, Minimum Municipal Obligation, for the 2012 budget. Motion passed 3-1, with Ms. Turns voting nay.

Discussion – 2012 Budget Part 3, Compensation- Ms. England briefly reviewed the COLA data for the past few years. A COLA has not been awarded since 2009, and there have not been a step increase since 2008. There was lengthy discussion regarding overall compensation for Township employees. Mr. Klein requested that Ms. England provide the following reports:

1. Total expense to approve the 2011 COLA at 2.01%
2. Total expense to approve a step increase.
3. Total expense to approve a 1% COLA.

The Board will review the above requested information and will discuss at the next Executive Session.

Discussion – Personnel Manual-Mr. Megonnell lead the discussion regarding changes that he proposes regarding vacation leave for any new hires within the Township. The following is the proposed vacation leave schedule:

<u>Length of Service</u>	<u>Current Annual Vacation Days</u>	<u>New Hire Annual Vacation Days</u>
First 2 years	10 days	7 days
2 - 5 years	12 days	10 days
5 - 10 years	16 days	13 days
10 - 15 years	20 days	15 days
15 - 20 years	22 days	18 days
20 – over	24 days	21 days

Mr. Megonnell moved, seconded by Mr. Scott to approve the updated vacation schedule for new hires effective September 13, 2011. Motion passed unanimously.

There was general discussion regarding the current Holiday's that the Township recognizes. It was discussed that the Township building should be open on the day after Thanksgiving and Christmas Eve. Currently the Township building is closed on those dates.

There was lengthy discussion regarding the hiring of part time employees for Public Works during snow storms or natural disasters. Compensation was discussed, it was decided that H3 rates would be for employees that hold a CDL and H2 rates for a non CDL employee. It was the consensus of the Board that Harold Harman needs to decide the number of part time employees and a list of their job responsibilities. The Board will meet with Mr. Harman to discuss and finalize a plan prior to the winter season.

Other Workshop Items/Information- **None**

ADJOURNMENT: 8:05 pm