

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, DECEMBER 5, 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
Gloria Zimmerman, Supervisor

Jay Megonnell, Vice Chairman
Chris Scott, Supervisor

PUBLIC COMMENT: None

OLD TOPICS: None

NEW TOPICS:

Discussion – Fire Station- Ms. England gave a brief overview of the fire station project for the Board. She reviewed the budget, expenses, funding, change orders and actual expenses to date for the project. The project is under budget \$232,990.88 to date. Ms. England explained that any funds not use from the Emmaus loan will be applied to the first principal payment in February 2012, and the loan will be re-amortized. Matt Miller, President of the Fire Company, addressed the Board requesting the following items be purchased for the fire station: phone system, copier/fax, bunk room furniture, training room furniture, and the building sign. The cost of items is approximately \$45,000 which is 19% of the remaining contingency funds. There was general discussion regarding the requests of the fire company. The Board suggested that Mr. Miller obtain quotes from other vendors to compare prices. The bunk room program was discussed at length which included the program requirements and guidelines. Mrs. Zimmerman requested that the Board have a walk through of the fire station so they can review the building layout to understand the requests of the fire company. The Board will meet for a walkthrough at the regularly scheduled workshop on December 12th at 6 pm. Ms. Turns believes that all members of the fire company should become familiar with the building prior to opening the bunk room. Tim Shatto, veteran fire company member, addressed the Board regarding service provided by the volunteers and the importance of the bunk room program. The Board of Supervisors and the Fire Company should be in agreement of the program to move forward. Mrs. Zimmerman brought up training certification records of all fire fighters; she asked if the Township has copies of the records. Currently all certification records are kept on file at the fire station. She thinks it would be a good idea for the Township to have copies of fire fighter training certifications. Mrs. Zimmerman brought up the audit that she requested that would be in compliance with Chapter 19. She said that according to Diana Reed in 2007 an audit attempt was going to be made, but was never followed through on. She stated that she contacted Chief Senft regarding the fire engine being parked at Arroga's and that he provided an explanation to her. Mr. Miller will obtain additional quotes for furniture and the building sign. Mrs. Zimmerman asked Mr. Miller if he has proceeded with her request of an audit and to obtain quotes from different firms. Mr. Miller has asked the fire company accountant to compile financial records for the past three years to present the Board.

Mr. Scott brought up the installation of the computer system. Ms. England is still waiting for quotes from Comcast and Verizon for service. Once voice and data service is installed Mr. Scott will move forward with the computer system installation. Mrs. Zimmerman asked for the total amount of the loan for fire station #2, Mr. Miller stated the loan is approximately \$100,000. Mrs. Zimmerman referenced Chapter 19 which states the fire company may make no capital purchases or the pledge of their credit without prior approval of the Board of Supervisors. Mr. Miller stated that he is aware of that as Mr. Klein had already addressed that at a prior Board meeting. Mrs. Zimmerman stated that she is concerned how the fire company will repay the loan. Ms. Turns asked if there were any plans for more fundraisers. She brought up community dinners as a fund raiser for the fire company. Mr. McCahan brought up how much work goes into organizing community dinners, and that the profit doesn't offset the work involved. The recent candle fundraiser netted a profit of approximately \$800.

Other Workshop Items/Information: **None**

ADJOURNMENT: 6:55 pm