

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, FEBRUARY 13, 2012**

CALL TO ORDER – 6:00 p.m.

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

ROLL CALL

Harold Harman, Supervisor
Jay Megonnell, Vice Chairman
Gloria Zimmerman, Supervisor

Adam Klein, Chairman
Don Steinmeier, Secretary-Treasurer

PUBLIC COMMENT: None

OLD TOPICS:

Ms. England informed the Board that Charles Kolanda accepted the part time codes administrator position at \$35.00/hour. Charles started today, and will train with Harold Arndt until February 24th. Mr. Steinmeier asked if the Township will be able to contact Mr. Arndt if Mr. Kolanda has specific questions/problems with any commercial projects currently in progress. Mrs. Zimmerman asked Ms. England to contact the Board with important information prior to meetings.

Mrs. Zimmerman reported to the Board that she and Mr. Megonnell attended the executive board meeting for the fire company. The executive board voted that the Township should take over the fire company finances. The fire company will forward all fire tax invoices on a monthly basis to the Township for direct payment to the vendors. Mrs. Zimmerman would like a copy of the monthly report to be included in the Board packet for the supervisors to review. She would like a letter to be sent from the Township to the fire company outlining the transition and procedures for fire tax invoices to be paid directly to the vendors. Mr. Megonnell suggested that the Board appoint himself and Mrs. Zimmerman as a liaison between the Township Board and the fire company. This would allow the Board to be informed of fire company information. Mr. Megonnell stated that at the executive board meeting that the fire company reviewed the bunk room agreement .He said that the document was well prepared. The fire company is meeting this evening to review and update for the by-laws. Mr. Steinmeier suggested that the Township insurance company conduct a risk management assessment of the fire station. Since the fire company meets all safety standards and will eventually have volunteers living on site, this may reduce the insurance rates. Ms. England will contact the insurance company.

Mr. Klein moved, seconded by Mr. Steinmeier to appoint Mr. Megonnell and Mrs. Zimmerman as a liaison between the Township Board of Supervisors and the fire company. Motion passed unanimously.

Mrs. Zimmerman would like the motion regarding the appointment of Mr. Megonnell and Mrs. Zimmerman as a liaison between the Township Board of Supervisors and the fire company be addressed in the letter to the fire company.

There was general discussion regarding an audit of the fire tax submissions from the fire company. Mrs. Zimmerman said she has requested an audit numerous times but has not received any information as to date. The Board discussed what type of audit the Township can request of the fire company. Mr. Steinmeier brought up the fireman's relief fund; Ms. England said the state audits that fund. Mr. Steinmeier suggested Ms. England talk to the Township auditors for pricing and information for a fire company audit.

Mr. Megonnell brought up the Township pension program. Last year Public Works employees approached Mr. Megonnell regarding changing the plan. There was discussion regarding the current pension plan. Ms. England explained that the current plan and that it does not allow for loans. A meeting will be held to discuss any questions or concerns regarding the pension plan.

Mrs. Zimmerman brought to the attention of the Board that Bill McCahan would like the PSAB meetings to be held at the fire station.

Mr. Megonnell moved, seconded by Mr. Steinmeier to advertise that PSAB meetings will be held at the fire station. Motion passed unanimously.

NEW TOPICS:

Discussion – Ordinance 2012-02, Term of Office, Fire Marshall- Mr. Klein reviewed the proposed changes to the term of the Fire Marshall and Assistant Fire Marshall. Mr. Steinmeier asked if the Fire Marshall is compensated. Ms. England stated that currently the Fire Marshall is not compensated. Mr. Steinmeier would like the Fire Marshall to be compensated \$500/year and the Assistant Fire Marshall be compensated \$250/year for vehicle expenses. Mr. Klein suggested that Solicitor Yost review the Ordinance. There was discussion regarding the length of the term. Ms. England said the authorization to advertise the Ordinance will be the February 21st agenda.

Discussion – Janitorial Bid- Mr. Steinmeier asked for clarification regarding workers' compensation insurance for individuals who may submit a bid. Ms. England explained that individual's who do not have worker's compensation insurance would have to sign the worker's compensation waiver affidavit. The authorization to advertise the bid will be on the February 21st agenda.

Other Workshop Items/Information- Mr. Klein informed the Board that he received a call from Lowell Witmer who is planning to use gaming money to build a new District Justice office. He wanted to know if the Township has any land to sell; he is looking for one acre. Ms. England said the Township owns land by the Water & Sewer Authority and at the new fire station. Ms. England suggested that the Township could subdivide the land at the fire station and sell it to Judge Witmer for \$1.00 since the land was purchased with gaming grant funds awarded to the Township. The Gaming committee may look favorably upon this gesture of good will from the Township. There was general discussion regarding the possibility of the project. Mr. Klein will contact Mr. Witmer with the information regarding the availability of the land at the fire station.

Ms. England informed the Board that a court date has been set for the citation issued against 252 Piketown Road. The hearing will be held on February 21st at 8:45 am at the District Justice's office.

Ms. England informed the Board that she met with DEP last week. As a result of the 2010 census due to population density the Township is now a mandated recycling community. This will require more of a recycling effort on behalf of the Township. The Township will now need to provide curbside leaf and yard waste pick up semi-annually. The service can be provided by (1) adding to the Waste Management contract (2) Township taking phone calls for requests from residents or (3) Township can pick up the leaves. It will now be illegal to burn leaves in the Township and there will need to be more enforcement of commercial recycling. There was general discussion regarding the new requirements from DEP. Ms. England will work with DEP and update the Board as she receives further information. This will be approximately a two year process to get the requirements of the program in place.

Mr. Klein brought up that when the Board voted on approval of the liquor license for Jo-Jo's Pizza, it was agreed that no neon beer signs would be placed in the restaurant window since the elementary school is located next door. Currently, neon signs are in the restaurant windows, and Mr. Klein would like Board approval to contact Joe Curcillo to request Mr. Randazzo to remove the signs. It was the consensus of the Board to request removal of the neon signs.

Mr. Steinmeier would like a letter to be sent to Penn Dot to go on record that the Township is requesting a traffic signal at Devonshire Heights Road and Rt. 39. He brought up this request at the HATS meeting in December.

Mr. Steinmeier moved, seconded by Mr. Megonnell to send a letter to Penn Dot to go on record that the Township is requesting a traffic signal at Devonshire Heights Road and Rt. 39. Motion passed unanimously.

Mrs. Zimmerman suggested that the Board of Supervisors meet with the Township Boards at workshops to get updates and meet the members. The meetings will be from 5:30pm-6:00pm. The following schedule was set:

- March-PSAB
- April-EAC
- May-Park & Recreation
- June-Planning Commission

ADJOURNMENT: 7:35 pm