

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, AUGUST 6, 2012**

**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 invocation. Mr. Klein informed the audience that Mr. Steinmeier had surgery and is doing well in his recovery.

**ROLL CALL**

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

Adam Klein, Chairman  
Don Steinmeier, Secretary-Treasurer-Absent

**APPROVAL OF MINUTES**

Regular meeting – July 16, 2012 -Mrs. Zimmerman pointed out a spelling error in the minutes for correction.

*Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the meeting minutes of July 16, 2012 as amended with the correction. Motion passed unanimously.*

Special meeting- July 25, 2012 *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the special meeting minutes of July 25, 2012. Motion passed unanimously.*

Special meeting-August 1, 2012 -Mrs. Zimmerman pointed out a spelling error and a date change in the minutes for correction.

*Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the special meeting minutes of August 1, 2012 as amended with the corrections. Motion passed unanimously.*

**CORRESPONDENCE**

Mr. Klein briefly reviewed the correspondence items and informed the public that all correspondence is available for review. The following items were brought up for discussion:

FROM: FEMA RE: Letters of Map Change –Mrs. Zimmerman suggested that the residents that are affected by the map changes be sent a copy of the letter from FEMA.

FROM: PSATS RE: News Bulletin- Mr. Megonnell brought up that as a result of Act 124 of 2012 the Township will no longer receive revenue from State Police fines. This change goes into effect on September 3<sup>rd</sup>.

FROM: Audubon Pennsylvania RE: Kittatinny Ridge report- Ms. England commented that the report is available for residents to review.

## **PUBLIC COMMENT**

Dale Regal, 176 Florence Drive- Mr. Regal asked for an update regarding the damage to the dugout at Houck Memorial Park as a result of a recent storm. Mrs. Fesig said that she is working on obtaining bids for the repair of the dugout roof.

Bill McCahan, 7230 Jonestown Road- Mr. McCahan asked for an update regarding the ordinance for the trucks and the redesign of signage at Exit 77. He stated that there were two incidents last evening involving trucks that have caused sign and fire hydrant damage. He said the problem is ongoing and asked for an update regarding the necessary paperwork from HRG and PennDOT. There was discussion regarding the problem with truck drivers and the damage that has occurred to property. Mr. McCahan asked if the Township is going to move forward with making changes to the Ordinance. Mrs. Zimmerman brought up the meeting that was held last month to try to resolve the problems. Mr. McCahan said he has been in contact with HRG since the meeting but has not received the necessary paperwork that is required to move forward with changing the Ordinance. Mr. Megonnell said we need to contact HRG to stay on top of the project. Mr. McCahan commented that if the Ordinance is changed and the Township catches offenders, they can be charged for damages. There was discussion that the Township should bill the truck company that caused damage to the fire station property a few weeks ago. Mrs. Zimmerman asked Ms. England to contact the truck company to seek payment for the property damage and Township payroll expenses.

Linda Turns, 8000 Rabbit Lane- Ms. Turns asked why the road in front of Fulton bank was paved. Ms. England said the road was part of the micro sealing project.

## **PUBLIC HEARING/MEETINGS**

Ordinance 2012-14 SALDO Section 173-12 Preliminary Plan Procedures. See transcript

*Mrs. Zimmerman moved, seconded by Mr. Megonnell to accept Ordinance 2012-14 SALDO Section 173-12 Preliminary Plan Procedures. Motion passed unanimously.*

## **PRESENTATIONS, STAFF/BOARD REPORTS**

Mrs. Fesig asked the Board for approval to hire Justin Kling for the temporary park maintenance position. On August 1<sup>st</sup> the Board approved David Ebersole for this position; however Mr. Ebersole has withdrawn his application. This position is from August until October 31<sup>st</sup>.

*Mrs. Zimmerman moved, seconded by Mr. Megonnell to authorize the hiring of Justin Kling for the temporary park maintenance position. Motion passed unanimously.*

Mrs. Fesig stated the walking path has been completed at Houck Memorial Park.

Mr. Megonnell asked for an updated Township calendar. The calendar in the Board packet did not print the staff leave. Ms. England will print a new calendar and distribute to the Board on Tuesday.

## TREASURER'S REPORT

Mrs. Zimmerman reported the following fund balances:

A. Fund Balances (Fund balances are presented for reference only.)

General Fund Balance as of August 3, 2012	\$1,425,555.73
Total Liquid Fuels Balance as of August 3, 2012	\$591,079.09
Total Capital Reserve Fund Balance as of August 3, 2012	\$2,153,400.99

B. Deposit Activity since July 16, 2012 \$283,376.01

Mr. Megonnell asked for clarification regarding the bag tag program. He asked if the Township makes a profit of this service. Ms. England explained that the bag tags are purchased in quantity and then sold at cost to residents.

Mrs. Zimmerman reported the gross payroll of July 27, 2012 totaled \$29,246.96. ***Mr. Megonnell moved, seconded by Mr. Klein to approve the payroll of July 27, 2012 in the amount of \$29,246.96. Motion passed unanimously.***

Mrs. Zimmerman reported the vouchers prepaid to meet due dates was \$49,903.97. ***Mr. Megonnell moved, seconded by Mr. Klein to approve the vouchers prepaid to meet due dates in the amount of \$49,903.37. Motion passed unanimously.***

Mrs. Zimmerman reported the total for the vouchers to be approved is \$301,513.02. ***Mr. Megonnell moved, seconded by Mr. Klein to approve the vouchers in the amount of \$301,513.02. Motion passed unanimously.***

Mrs. Zimmerman reported the total for the vouchers to be approved and paid from Fire Tax is \$7,079.85. ***Mr. Megonnell moved, seconded by Mr. Klein to approve the vouchers to be approved and paid by Fire Tax in the amount of \$7,079.85. Motion passed unanimously.***

## PLANNING COMMISSION REPORTS AND PLANS

Ordinance 2012-17, SALDO Floodplain Amendment. Set public hearing date of September 4, 2012.

Mr. Megonnell asked if there is a definition of a recreational vehicle as listed in Chapter 195-77 number 12. Mr. Rosario stated there is a definition, and that it is FEMA mandated. Mr. Rosario briefly explained the purpose of the added items to the Ordinance.

***Mr. Megonnell moved, seconded by Mrs. Zimmerman to set a public hearing date of September 4, 2012 for Ordinance 2012-17, SALDO Floodplain Amendment. Motion passed unanimously.***

Ordinance 2012-18, Zoning Floodplain Amendment. Set public hearing date of September 4, 2012.

***Mrs. Zimmerman moved, seconded by Mr. Megonnell to set a public hearing date of September 4, 2012 for Ordinance 2012-18, Zoning Floodplain Amendment. Motion passed unanimously.***

Ordinance 2012-15, Transient Retail Business Amendment, Set public hearing date of September 4, 2012.

Mr. Megonnell asked for clarification regarding the dates and times that transient business licensees can engage in house to house business activity. It was clarified that house to house activity can only occur from Monday thru Friday, from 8:00a.m. to 8:00p.m.

***Mr. Megonnell moved, seconded by Mrs. Zimmerman to set a public hearing date of September 4, 2012 for Ordinance 2012-15, Transient Retail Business Amendment. Motion passed unanimously.***

## **OLD BUSINESS**

Motion - Houck Manor Concession Stand Landscaping Project.

There was discussion regarding the three bids as well as the funds available in the Park Development Fund. This project would include a 16' x 16' deck, railing, retaining wall, and block step system.

***Mrs. Zimmerman moved, seconded by Mr. Megonnell to award the Houck Manor concession stand/landscaping project to the low bidder, R. H. Getz, Jr. Construction, for a total bid price of \$16,170.00 to be paid from the Park Development Fund. Motion passed unanimously.***

Motion - Fire Tax Fund Agreed-Upon Procedures, 2011

Mrs. Zimmerman said the fire company has obtained all invoices in question with the exception of approximately \$87.00. The fire company will provide the receipts to the Township for review.

***Mrs. Zimmerman moved, seconded by Mr. Megonnell to table Fire Tax Fund Agreed-Upon Procedures, 2011, until receipts are received from the fire company. Motion passed unanimously.***

## **NEW BUSINESS**

Motion – Consent Items: Section 607. (4): fire hydrant installation, street light installation

PA American Water Company has submitted an application for the installation of a public fire hydrant at the intersection of Barnett Circle and Fort Stewart Drive on the southeast side in the Brookview, Phase 3, development.

***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the application for a new fire hydrant at the intersection of Barnett Circle and Fort Stewart Drive on the southeast side in the Brookview, Phase 3, development. Motion passed unanimously.***

PPL has forwarded an application for the installation of three streetlights on Fort Stewart Drive in the Brookview, Phase 3, development. The installation of street lights creates expenditures from the Street light Fund and the collection of Street Light Tax assessments on real estate within the development.

***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the application for three new street lights on Fort Stewart Drive in the Brookview, Phase 3, development. Motion passed unanimously.***

Motion – Authorize Municipal Building Security Upgrade

Ms. England met with representatives from Stanley Security in order to add both the garage and storage building onto the security system and monitoring. It was determined that the most effective method was to arm/disarm the garage as a separate zone with its' own keypad. The storage building would be added onto the lower level zone controlled by the keypad in the lower level hallway. The proposal from Stanley Security in the amount of \$1,293 is for installation and no increase for monthly monitoring. Staff is also working with the insurance company on the repair/replacement of the double doors to the storage building. These repairs and the installation of the security would be coordinated.

*Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the installation of security systems for the garage and the storage shed at the Municipal Building from Stanley Security at a cost of \$1,293 with no price increase in the monitoring. Motion passed unanimously.*

Motion – Authorize Skyline Commons Parking lot light project

This project will include the installation of concrete pole bases and two parking lot lights in the lower parking lot at Skyline Commons Park.

*Mrs. Zimmerman moved, seconded by Mr. Megonnell to award the Skyline Commons Parking lot light project to the low bidder, J. A. Kolva, for a total bid price of \$7,995.00 to be paid from the Park Development Fund. Motion passed unanimously.*

Motion – Authorize SR 0039 Right-of-Way and Utility Debt Reduction Grant Application

Ms. England explained the Fulton Bank Term sheet and the new approximate amortization schedule with the principal payments applied. This information will be added to the supporting documentation of the grant application.

*Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the Dauphin County Local Share Municipal Grant application for the SR 0039 Right-of-Way and Utility Debt Reduction as presented. Motion passed unanimously.*

**OTHER BUSINESS THAT MAY COME BEFORE THE BOARD: None**

**PUBLIC COMMENT: None**

**SUPERVISORS COMMENTS**

Mr. Megonnell reminded everyone the native plant workshop will be held on August 11<sup>th</sup> at 10:00am at Fairville Park and the Community Festival will be held on August 25<sup>th</sup> at Houck Manor Park and the recreation center.

**ADJOURNMENT: 7:45 pm**