

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, OCTOBER 8, 2012**

**WORKSHOP SESSION: 6:00 PM**

**CALL TO ORDER – 6:00 p.m.**

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

**ROLL CALL**

Harold Harman, Supervisor  
Jay Megonnell, Vice Chairman-Absent  
Gloria Zimmerman, Supervisor  
Adam Klein, Chairman  
Don Steinmeier, Secretary-Treasurer-Absent

Park & Recreation Board Members Present:

Debbie Hetrick  
Jeff Holt  
Tom Stewart  
Linda Turns

**PUBLIC COMMENT: None**

**OLD TOPICS: None**

**NEW TOPICS**

Presentation – Mark Boyer, Nuisance Trapping- Mr. Boyer addressed the Board regarding the service he provides for removal of nuisance animals (i.e. raccoons, skunks, squirrels, ground hogs). He is licensed by the PA Fish Commission to perform these services. He proposed to offer his services to the Township for an annual retainer fee of \$1,500.00 per year. The annual fee would cover all Township parks and properties. Mr. Boyer would like to develop a relationship with the Township in order to offer his services to the residents. Chairman Klein suggested that since two Board members are absent this evening that the Board discusses the proposal at a future meeting. Mr. Boyer will attend the October 15<sup>th</sup> meeting to answer any further questions of the Board.

Presentation - Schematic designs-Rec Center –Mr. Brulo presented a brief overview of the schematic designs for the recreation center to the Board. Proposed designs included demolition, design of the building, mechanical, plumbing, and electrical cost estimates. He explained how the various proposed systems (i.e. lighting, heating, and security) would save money and improve the building overall. The preliminary estimate to renovate the recreation center is approximately \$610,000.00 for construction costs including a contingency. There was general discussion among the Board and Park & Recreation Board regarding the proposed project and funding of the project.

*Mr. Harman moved, seconded by Mrs. Zimmerman to move forward with Phase 3 of the project and request a scope of work for the engineering of final plans, bidding documents, and contract administration for renovations to the Recreation Center. Motion passed unanimously.*

Mrs. Fesig, Park & Recreation Coordinator addressed the Board regarding remaining budgeted hours for the part time park maintenance employees. There is currently only 20 hours remaining for the year as budgeted. Mrs. Fesig reviewed the remaining community events for the remainder of the year. There was general discussion regarding the issue.

***Mrs. Zimmerman moved, seconded by Mr. Harman to authorize adding 250 hours for part time park maintenance employees for the remainder of 2012. Motion passed unanimously.***

Discussion – 2013 Fire Company Budget, Tax Levy- Fire Company President Matt Miller addressed the Board regarding the proposed 2013 fire company budget. He briefly reviewed the line items of the budget. There was discussion regarding increasing the fire tax. Mrs. Zimmerman stated that Don Poole, Financial Secretary for the fire company said it costs approximately \$14,000.00 per month to run the fire company. Mrs. Zimmerman stated she is in favor of keeping 25% of the fire tax collected in a fire tax capital reserve account. Mr. Miller agreed with Mrs. Zimmerman’s comment, stating that it is important to have funds available in case of a catastrophic incident. Solicitor Yost suggested that perhaps a new tax should be initiated specifically for fire company capital reserve. There was discussion on how initiating a new tax or tax increase would be perceived by the residents. Chairman Klein asked that a workshop be held on October 15<sup>th</sup> at 6:00pm to review the 2013 fire company budget and fire tax when all Board members will be present. Mrs. Zimmerman asked Ms. England for clarification regarding the Township match on the grant application that was submitted for the replacement of Heavy Rescue #1, as referenced in her memo to the Board. Mrs. Zimmerman also noted that the fire company provided all invoices to the Township for reimbursement; she said this is not clearly expressed in the memo. There was discussion that certain expenses were paid in error by the Township that was not part of the approved budget.

OTHER WORKSHOP ITEMS/INFORMATION: Ms. England said there is a request from S&A Homes, Inc. the developer of Mill Stone to meet with the Board at a workshop session. There was discussion regarding requests from developers to meet with the Board at workshop sessions. It was the consensus of the Board that all developers must follow Township procedures. Ms. England will contact S&A Homes, Inc. to inform them of Township procedures.

Discussion – 2013 Budget, Part 4, Projects- Ms. England reviewed the public investment plan line by line to explain each project. She reminded the Board that many of the figures are estimates because the final costs will not be known until projects are bid. The Township policy has always been to estimate on the high side in order to “hold the funds” so a project does not have to be canceled at the last minute due to a lack of funds. Chairman Klein asked that the public investment plan be added to the workshop agenda on October 15<sup>th</sup> for further Board review.

OTHER WORKSHOP ITEMS/INFORMATION: Mrs. Zimmerman said she has a list of 18 items for the final walk through at the fire station. Ms. England stated that she is working on getting a schedule for the final walk through of the fire station. Mrs. Zimmerman stated that she and Mr. Megonnell would like to attend the walk through as representatives of the Board. She suggested that Kyle Miller from the fire company attend the final walk through as well.

Ms. England said there is a site walk through on October 9<sup>th</sup> with Premier Construction and HRG at 1:00 pm. for the purpose of releasing retainage. Mrs. Zimmerman will attend the site visit along with Ms. England.

**ADJOURNMENT: 8:05pm**