

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, NOVEMBER 5, 2012**

**CALL TO ORDER – 7:00 p.m.**

Chairman Klein called the meeting to order at 7:00 PM followed the Pledge of Allegiance and the invocation.

**ROLL CALL**

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

Adam Klein, Chairman  
Don Steinmeier, Secretary-Treasurer

**APPROVAL OF MINUTES**

Regular meeting – October 15, 2012- Mr. Megonnell pointed out a correction to the minutes under the presentation, staff/board reports section.

*Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the meeting minutes of October 15, 2012 as amended with the correction. Motion passed unanimously.*

Workshop meeting – October 15, 2012- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the workshop minutes of October 15, 2012. Motion passed unanimously.*

**CORRESPONDENCE**

Chairman 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:** Brooke Miller **RE:** Rescheduling Hearing – Mrs. Zimmerman asked if the information was forwarded to the fire company. Ms. England confirmed the fire company was informed of the date change.

**PUBLIC COMMENT: None**

**PUBLIC HEARING/MEETINGS: None**

**PRESENTATIONS, STAFF/BOARD REPORTS-** Mrs. Zimmerman asked if the Board had forwarded a request to the Planning Commission to look into language for an Ordinance regarding bagsters in the Township. It is not listed in the Board meeting motions report. Mr. Klein confirmed that the Board wants the Planning Commission to look into setting guidelines for bagsters in the Township. Ms. England said the request was forwarded to the Planning Commission but a recommendation has not yet been received.

**TREASURER’S REPORT**

Mr. Steinmeier reported the following fund balances:

- A. Fund Balances (Fund balances are presented for reference only.)
  - General Fund Balance as of November 2, 2012 \$976,322.57
  - Total Liquid Fuels Balance as of November 2, 2012 \$301,244.32
  - Total Capital Reserve Fund Balance as of November 2, 2012 \$2,155,360.50
  
- B. Deposit Activity since October 16, 2012 \$44,629.27

Mr. Steinmeier reported the gross payroll of October 19, 2012 totaled \$27,259.24. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of October 19, 2012 in the amount of \$27,259.24. Mr. Harman abstained, motion passed 4-0-1.*

Mr. Steinmeier reported the gross payroll of November 2, 2012 totaled \$26,596.00. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of November 2, 2012 in the amount of \$26,596.00. Mr. Harman abstained, motion passed 4-0-1.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates was \$34,948.51. *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the vouchers prepaid to meet due dates in the amount of \$34,948.51. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$131,603.55. *Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers in the amount of \$131,603.55. Motion passed unanimously.*

Mr. Megonnell asked that the accounts payable invoice register report list what department the invoice is coded to in the comment section.

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$4,521.81. *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the vouchers to be paid by Fire Tax in the amount of \$4,521.81. Motion passed unanimously.*

**PLANNING COMMISSION REPORTS AND PLANS: None**

**OLD BUSINESS**

Request to waive Subdivision & Land Development Requirements – Margaret Ehmann, 700 Knight Road- Tabled

Ordinance 2012-21, Truck restrictions

***Mr. Megonnell moved, seconded by Mr. Steinmeier to accept Ordinance 2012-21, Truck Restrictions. Motion passed unanimously.***

## **NEW BUSINESS**

Motion – Consent Items: Section 607. (4): None

Motion - Authorize Advertisement of Ordinance for Lease/Rental Debt

***Mr. Megonnell moved, seconded by Mrs. Zimmerman to advertise the Ordinance for Lease/Rental Debt. Motion passed unanimously.***

Motion – Scope of Work for Rec Center Renovation- Mr. Brulo, Township Engineer, addressed the Board regarding the proposed scope of work.

***Mr. Steinmeier moved, seconded by Mr. Megonnell to accept the Scope of Work for the engineering of final plans, bidding documents, and contract administration for renovations to the Rec Center in the amount of \$74,600.00 to be paid from FILO fees. Motion passed unanimously.***

Motion – Public Works Improvements Sketch plan- Mr. Brulo, Township Engineer, addressed the Board regarding the proposed scope of work. Mr. Brulo stated that he did cost out a 72 foot salt shed, and it would cost approximately \$250,000.00. Ms. England commented that this project is following the same process as all other Township projects; HRG provides a sketch plan prior to the request of a scope of work.

***Mr. Harman moved, seconded by Mr. Steinmeier to approve the sketch plan for a new salt storage building and site improvements at the Public Works facility and request a scope of work for the engineering of final plans, bidding documents, and contract administration for the new salt storage shed and site improvements at the Public Works facility. Motion passed unanimously.***

Resolution 2012-47, Authorization to Execute Agreement- Chairman Klein provided a brief overview of the project. PennDOT will be completing all of the improvements, and will bill the Township within 30 days of completion of the project.

***Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Resolution 2012-47 authorizing the Chair or Vice Chair and Manager to execute the agreement with PennDOT for Improvement Project SR 0039-026. Motion passed unanimously.***

Motion – PennDOT Agreement 08A074, Project SR 0039-026

*Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the execution of PennDOT Agreement #08A074 regarding Project SR 0039-026 detailing the Township portion of costs of \$10,674.75 toward improvements related to pedestrian facilities at Piketown Road to comply with ADA standards. Motion passed unanimously.*

Ordinance 2012-22, Intergovernmental Agreement- Chairman Klein provided a brief overview of the proposed agreement. This project is a joint project between Lower Paxton Township and West Hanover for the replacement of LPT-10, the Jonestown Road Bridge over Beaver Creek. Lower Paxton Township will be the lead agency in this project and a joint committee comprised of 2 representatives from each Township will be formed.

*Mrs. Zimmerman moved, seconded by Mr. Steinmeier to accept Ordinance 2012-22, Intergovernmental Agreement. Motion passed unanimously.*

Motion – Intergovernmental Agreement with Lower Paxton Township

*Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the Intergovernmental Agreement with Lower Paxton Township. Motion passed unanimously.*

Motion – Authorize Advertisement of Intent to Appoint CPA Firm as Auditors- Ms. England explained that in accordance with Section 919 of the PA Second Class Township Code, at least thirty (30) days prior to the Board of Supervisors organizational meeting or thirty days prior to voting on appointing a CPA to conduct the Township audit and replace the elected Township Auditors, the Board of Supervisors shall advertise the intent to hire a CPA firm to replace the elected auditors.

*Mr. Megonnell moved, seconded by Mr. Steinmeier to authorize the advertisement announcing the intent to appoint a Certified Public Accounting firm to conduct the annual audit for fiscal year 2012 at the reorganization meeting on January 7, 2013. Motion passed unanimously.*

Motion – Cable Company Compliance Review- Tom Stewart, Township representative to the Capital Area Council of Governments (CapCOG) explained that Cohen Law Group has proposed to CapCOG, to conduct a compliance review at the beginning of calendar year 2013. The Cohen Law Group would do an audit to make sure that the Township is receiving all fees due from cable providers. Ms. England explained that the fee schedule is based on a sliding scale. There was general discussion of the proposal.

*Mr. Megonnell moved, seconded by Mr. Steinmeier to reject participation in the CapCOG Cable Company Compliance Review. Motion passed unanimously.*

**OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:** Ms. England brought up the proposed aerial photography project that was discussed at the workshop this evening. Mr. Brulo suggested doing the flight in 2012 and the GIS mapping in 2014. There was general discussion regarding the proposal.

*Mrs. Zimmerman moved, seconded by Mr. Megonnell to reject participation in the aerial photography project with the Harrisburg Authority. Motion passed unanimously.*

Ms. England asked the Board if they want to schedule an additional budget workshop since the workshop on October 29<sup>th</sup> was cancelled due to Hurricane Sandy. The Board will need to authorize the advertisement of the budget at the November 19<sup>th</sup> meeting. It was the consensus of the Board to add an additional budget workshop on November 14<sup>th</sup> at 6:00pm.

## **PUBLIC COMMENT**

Tom Stewart, Park & Recreation Board- Mr. Stewart informed that Board that the Park & Recreation meeting has been changed from November 21<sup>st</sup> to November 14<sup>th</sup>. He also reminded everyone that there will be a soup and food sale on Election Day at the recreation center.

Bill McCahan, 7230 Jonestown Road- Mr. McCahan commented that the cable franchise tax is a pass through to the residents.

## **SUPERVISORS COMMENTS**

Mrs. Zimmerman warned hunters that tree stands are being stolen from private, posted properties. She commented that the haunted house at the fire station was outstanding. She thanked Mr. Harman and the Public Works staff for the great job during Hurricane Sandy.

Mr. Klein informed the residents that the Board held an Executive Session this evening to discuss legal matters. He reminded all residents to get out and vote on Tuesday.

Mr. Megonnell commented that the fire company was appreciative for all the efforts of the Public Works department assisting with the state police during Hurricane Sandy.

Mr. Steinmeier commented that he is glad that the haunted house was a success for the fire company. Mrs. Zimmerman said that two wagons provided 70 hayrides and over 500 children attended. Mr. Megonnell commented that the fire company made a profit and hopefully it will become an annual event.

Mr. Steinmeier asked if Ms. England received a notice from HATS regarding the December meeting date. Ms. England has not received any correspondence from HATS at this time. Mr. Steinmeier stated he will attend the meeting to represent the Township.

**ADJOURNMENT: 7:45 pm**