

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, DECEMBER 17, 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-Absent	Adam Klein, Chairman
Jay Megonnell, Vice Chairman	Don Steinmeier, Secretary-Treasurer
Gloria Zimmerman, Supervisor	

APPROVAL OF MINUTES

Regular meeting – December 3, 2012-

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the meeting minutes of December 3, 2012 as amended with the correction. Motion passed unanimously.

CORRESPONDENCE

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

FROM: FEMA RE: National Flood Insurance Plan – The Township has been reinstated as a participating community in the National Flood Insurance Program (NFIP) effective September 5, 2012. Mr. Megonnell thanked Mr. Rosario and Mrs. Hoepfer for all their hard work on the project.

PUBLIC COMMENT: None

PUBLIC HEARING/MEETINGS: None

PRESENTATIONS, STAFF/BOARD REPORTS: None

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 December 14, 2012	\$925,195.61
Total Liquid Fuels Balance as of December 14, 2012	\$301,244.47
Total Capital Reserve Fund Balance as of December 14, 2012	\$2,155,625.50

B. Deposit Activity since December 3, 2012	\$8,696.12
--	------------

Mr. Steinmeier reported the gross payroll of December 14, 2012 totaled \$26,109.24. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of December 14, 2012 in the amount of \$26,109.24. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved is \$95,166.77. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers in the amount of \$95,166.77. Motion passed unanimously.***

Mr. Megonnell explained that the increase of the added expenditures included the purchase of a street sweeper at a cost of \$43,000.00.

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$7,316.48. ***Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the vouchers to be paid by Fire Tax in the amount of \$7,316.48. Motion passed unanimously.***

Mr. Steinmeier reported that the Water & Sewer Authority General Obligation Bond is \$19,893.45. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the Water & Sewer Authority General Obligation Bond in the amount of \$19,893.45, contingent upon the Water & Sewer Authority Board approval. Motion passed unanimously.***

Mr. Megonnell moved, seconded by Mrs. Zimmerman to authorize a check in the amount of \$43,000 from the Capital Reserve fund for the purchase of a used 2000 Elgin Geovac Broom-Assisted Vacuum Street Sweeper offered for sale by Lower Saucon Township. Motion passed unanimously.

Ms. England informed the Board that she received the final pay application from Premier Construction in the amount of \$6,000.00, a one year warranty letter for the trees to be planted at the Weikel property, and a warranty letter for the epoxy floor at the fire station. Mrs. Zimmerman asked what the length of warranty for the epoxy floor is; Ms. England stated the warranty is until May 2014. Mrs. Zimmerman stated a two year warranty on the epoxy was agreed upon with a handshake; Mr. Megonnell and all subcontractors were present. Mrs. Zimmerman would like Ms. England to contact Premier Construction to remind them of the two year warranty that was agreed upon. Mr. Steinmeier brought up issue with trees that are hanging over the vinyl fence which has not been addressed.

Don & Margaret Weikel, 7730 Baseshore Drive- Mrs. Weikel addressed the Board regarding the tree maintenance letter from Premier Construction. She said the letter references a sanitary sewer easement on their property which is adjacent to the trees; she stated she doesn't know of any sanitary sewer easement on their property. They are accepting the warranty letter on the trees although it is incorrect. She stated that the trees have not been planted. She commented that the trees should have been trimmed when the vinyl fence was installed. The area needed to be fine

graded and stabilized with topsoil, seed and mulch which has not been completed. Bill Swanick from HRG walked the property regarding the items in question with the Weikel's on December 14th. Mrs. Weikel said that the water runoff problem by the Zink property was created by the construction. Mr. Brulo, Township engineer stated that he would meet with Mr. Swanick to review the outstanding issues and will send a letter to Premier. An update will be provided to the Board at the next meeting.

PLANNING COMMISSION REPORTS AND PLANS: None

OLD BUSINESS

Motion - Rec Center Roof Repairs- Chairman Klein said the project was discussed at the workshop this evening and that Houck Services, Inc. is going to provide scopes of work to the Board in 2013.

NEW BUSINESS

Motion – Consent Items: Section 607. (4): Charles Kolanda, PennBOC meetings & training

Mr. Steinmeier moved, seconded by Mrs. Zimmerman to approve attendance to PennBOC Region V meetings and training at PSATS in 2013 for Codes Administrator Charles Kolanda. Motion passed unanimously.

Motion - Salt Storage Building Style – Chairman Klein briefly reviewed the proposed project and recommendation from Roadmaster Harman. Mr. Brulo explained the three types of buildings (traditional frame, dome style, and fabric covered) and the costs involved. There was general discussion regarding the proposed project and timetable for completion.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve a Dome Style Building for a new salt storage building at the Public Works facility and authorize the Township Engineer to continue with the final design and bidding documents for the project based on this choice. Motion passed unanimously.

Motion - Truck Restriction Supplement – It has been discovered that the approval of Ordinance 2012-21 which addresses truck restrictions in the Township has created a dead end at Clover Lane. Trucks turning from Allentown Blvd. onto Clover Lane have no legal exit point because Manor Drive has existing truck restrictions. HRG has reviewed this issue and is recommending Clover Lane between Allentown Blvd. and Manor Drive be restricted to local deliveries only.

Mr. Megonnell moved, seconded by Mr. Steinmeier to accept the truck restriction study supplement for Clover Lane. Motion passed unanimously.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the advertisement of enactment of Ordinance 2013-03 amending 187-23 restricting truck traffic on a portion of Clover Lane. Motion passed unanimously.

Motion – Revisions to Chapter 165, Solid Waste- Chairman Klein briefly reviewed the requirements to update the Township Ordinance to reflect curbside collection of leaf waste and prohibit the burning of leaf waste.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the advertisement of enactment of Ordinance 2013-01 amending Chapter 165, Solid Waste, to reflect the new requirements regarding leaf waste. Motion passed unanimously.

Motion – Revisions to Chapter 85, Burning- The DEP has mandated that the Township must recycle leaf waste, therefore the Township may no longer permit burning of this, and it must be recycled. To conform to the new requirements Chapter 86, Burning needs to be revised. The PSAB and Fire Marshall have reviewed the proposed changes to Chapter 85, Burning, Open, to conform to the new recycling requirements. The new requirements to the Ordinance are as follows: (1) Remove all references to open or contained fires and containers. (2) Remove all references to burning leaves or leaf waste. (3) Limit all outdoor fires to campfires, outdoor cooking devices, and chimineas/fire pots. There was lengthy discussion among the Board regarding the required changes to the Ordinance. Chairman Klein suggested that the item be tabled and set a workshop for further discussion.

Mr. Megonnell moved, seconded by Mr. Steinmeier to table the advertisement of enactment of Ordinance 2013-02 amending Chapter 85 in its' entirety to restrict outdoor burning. Motion passed unanimously.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to rescind and table the motion to approve the advertisement of enactment of Ordinance 2013-01 amending Chapter 165, Solid Waste, to reflect the new requirements regarding leaf waste. Motion passed unanimously.

Resolution 2012-51, 2013 Budget -Chairman Klein commented that the 2013 budget has been properly advertised and available for public review at the Township building.

Mr. Steinmeier moved, seconded by Mr. Megonnell to adopt Resolution 2012-51, 2013 Budget. Motion passed unanimously.

Mrs. Zimmerman asked when the budget can be reopened if requested by the Board. Ms. England confirmed the budget could be reopened in April if requested by the Board.

Motion - Financial Investments for 2013

Mr. Megonnell moved, seconded by Mrs. Zimmerman to authorize the purchase of Certificates of Deposit in the total amount of \$2,020,000.00 for a 12 month period to mature in December, 2013, from Mid Penn Bank at an interest rate of 0.55%. Motion passed unanimously.

Motion –Insurance package for 2013 – Murray Securus contacted numerous insurance companies on behalf of the Township and recommends continuation of coverage with Selective Insurance. General insurance package costs have increased mainly due to the addition of the new Fire Station and the Recreation Center.

Mr. Steinmeier moved, seconded by Mrs. Zimmerman to approve execution of insurance agreements with Selective Insurance for 2013, and the premium distribution percentage with the Water and Sewer Authority. General Package =36.96% for WSA and 63.04% for Township Worker Comp = 19.80% for WSA and 80.20% for Township. Motion passed unanimously.

Motion –Traffic signal contract for 2013- CM High has provided preventative maintenance for the Township traffic signals since 2009. The contract proposal for 2013 includes the ten signalized intersections and the elementary school flashers. There has been no increase over last year in the preventative maintenance rate or the labor rates for emergency service.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the CM High contract for Traffic Signal Maintenance for 2013 for a total of \$3,000. Motion passed unanimously.

Motion - Purchase of Replacement Truck- Mr. Megonnell confirmed with Roadmaster Harman that the 2014 International 4300M7 truck comes fully equipped.

Mr. Megonnell moved, seconded by Mr. Steinmeier to authorize the purchase of a 2014 International 4300M7 truck and a Galion Steel Dump body via the COSTARS contract for a total cost of \$105,125 paid from the Highway Aid fund. Motion passed unanimously.

Motion - Purchase of Replacement Administrative Vehicles- The current vehicles are ten years old, have mileage of approximately 50,000 miles. Purchases of new vehicles were budgeted for 2013.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to authorize the purchase of two new 2013 Ford Escapes from Hoffman Ford via the COSTARS contract for a total cost of \$36,422.88, with the trade-in of the existing 2003 Ford Escapes, paid from the Capital Reserve fund. Motion passed unanimously.

Motion - Purchase of Gas Furnaces- Chairman Klein provided an overview of the proposed purchase of the gas furnaces. The Board approved the purchase as part of the 2013 budget.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to authorize the purchase and installation of three gas furnaces from UGI HVAC services for a cost of \$12,230 paid from the Capital Reserve Fund. Motion passed unanimously.

Motion – HVAC Preventative Maintenance Fire Station 1- Mrs. Zimmerman stated she reviewed the proposed HVAC maintenance contracts submitted for Fire Station 1. She commented that the proposal from ECS is very thorough.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to accept the proposal from ECS for HVAC Preventative Maintenance for Fire Station 1. Motion passed unanimously.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

Mrs. Zimmerman asked if the shed had been moved to the public works facility to be used for e-cycling. Mr. Megonnell stated the shed has not been moved yet, but hope to have the facility set up by early spring.

PUBLIC COMMENT: None

SUPERVISORS COMMENTS

Mrs. Zimmerman wished everyone a Merry Christmas.

Mr. Megonnell reminded everyone to purchase Christmas trees and wreaths from the Lions Club. The Township office will be closed on December 24th, 25th, and January 1st for the holidays. He pointed out important information in the winter Township newsletter: (1) The emergency management special needs survey (2) Box tops for education for West Hanover Township Elementary School (3) Snowstorm reminders. He wished everyone a Merry Christmas.

Mr. Steinmeier commented that December's issue of Township Magazine lists the 23 most burdensome unfunded mandates that affect Townships. He commented that the only tax increase in the Township is for the fire tax which is approximately \$10 per year on \$150,000 value assessed home. The Water & Sewer Authority meets December 18th and will discuss the water and sewer rates and the 2013 budget.

ADJOURNMENT: 8:05 pm