

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, JANUARY 7, 2013**

CALL TO ORDER

Mr. Klein opened the meeting.

REORGANIZATION OF THE BOARD OF SUPERVISORS

Mrs. Zimmerman nominated Mr. Klein for Chairman, Mr. Megonnell for Vice Chairman, and Mr. Steinmeier for Secretary/Treasurer. Mr. Haman seconded the nominations. There were no other nominations. The nominations passed unanimously.

Chairman Klein called the meeting to order with the Pledge of Allegiance followed by the invocation.

ROLL CALL

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

Adam Klein, Chairman
Don Steinmeier, Secretary-Treasurer

APPROVAL OF MINUTES

Workshop meeting – December 17, 2012- Mrs. Zimmerman pointed out a correction to the minutes regarding the Rec. Center Roof Repairs. *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the workshop meeting minutes of December 17, 2012 as amended with the correction. Motion passed 4-0 with Mr. Harman abstaining.*

Regular meeting – December 17, 2012- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the regular meeting minutes of December 17, 2012. Motion passed 4-0 with Mr. Harman abstaining.*

CORRESPONDENCE

Chairman Klein briefly reviewed the correspondence and the following items were discussed. Chairman Klein informed the public that all correspondence is available for review.

FROM: Dauphin County Economic Development Corporation **RE:** Community Block Grant Disaster Recovery deadline extension- Ms. England informed the Board that the Township Engineer will be submitting two grant applications on behalf of the Township for two culverts along Devonshire Heights road that were repaired as a result of Tropical Storm Lee.

FROM: Capital Region Council of Governments **RE:** Annual Meeting and Dinner- Mr. Megonnell and Mr. Stewart will attend if elected as Township representatives to CAPCOG.

Mrs. Zimmerman had a question on the Planning Commission meeting minutes regarding #12.010 F/LD District Justice Office. She was puzzled why with reports from the Township Engineer, Zoning Officer, Dauphin County Planning Commission and EAC why the plan was tabled due to outstanding staff and engineering comments. Chairman Klein commented he did not know why the plan was tabled.

PUBLIC COMMENT

Don & Margaret Weikel, 7730 Baseshore Drive-Mr. and Mrs. Weikel asked the Board for an update on the outstanding issues with the fire station and the Weikel's property. Mrs. Weikel commented that no work has been completed except for the planting of trees. In their opinion they believe that all monies being held for the items not completed on the punch list should not be paid to Premier. Chairman Klein stated that Premier is going to be issuing a credit to the Township for work that was not completed by Premier but by the Public Works Department. Mr. Weikel asked that Premier plant the trees by hand and not bring any equipment on their property; however Premier brought a skid loader which caused damage to the property. Mrs. Weikel commented that the tree warranty letter was dated to begin December 20, 2012 yet the trees were just planted on January 4, 2013.

PUBLIC HEARING/MEETINGS: 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 January 4, 2013	\$1,654,199.71
Total Liquid Fuels Balance as of January 4, 2013	\$ 127,111.34
Total Capital Reserve Fund Balance as of January 4, 2013	\$1,695,382.87

B. Deposit Activity since December 17, 2012 \$56,908.15

Mr. Steinmeier reported the gross payroll of December 28, 2012 totaled \$31,709.50. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of December 28, 2012 in the amount of \$31,709.50. Motion passed 4-0 with Mr. Harman abstaining.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates was \$26,964.18. *Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers prepaid to meet due dates in the amount of \$26,964.18. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$75,740.94. *Mrs. Zimmerman moved, seconded by Mr. Harman to approve the vouchers in the amount of \$75,740.94. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$7,043.25. Mrs. Zimmerman commented that there is one additional bill that will be submitted for water in the amount of \$15.20.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers to be paid by Fire Tax in the amount of \$7,043.25 and \$15.20 for water upon receipt of invoice. Motion passed unanimously.

Mr. Steinmeier reported that the Water & Sewer Authority General Obligation Bond is \$225,339.86. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the Water & Sewer Authority General Obligation Bond in the amount of \$225,339.86, contingent upon the Water & Sewer Authority Board approval. Motion passed unanimously.***

Mr. Steinmeier reported the cost of the roof repairs at the Recreation Center is \$9,935.00. ***Mrs. Zimmerman moved, seconded by Mr. Harman to approve the fee of \$9,935.00 for Recreation Center roof repairs. Motion passed unanimously.***

Chairman Klein brought up the item of the outstanding payment of \$6,000.00 due to Premier for services rendered. This final payment must be made in order to obtain a two year warranty for the fire station floor. Mrs. Zimmerman brought up that Premier will credit the Township for \$300.00 for work to be completed by Public Works.

Chairman Klein moved, seconded by Mrs. Zimmerman to approve the change order to remove \$300.00 from charges due to Premier. Motion passed 4-1, with Mr. Steinmeier voting nay.

Mrs. Zimmerman explained that if the outstanding funds are not paid Premier will not issue the two year warranty on the floor at the fire station, and Premier will file legal action against the Township for non payment. Mrs. Zimmerman commented that legal fees would cost more than \$6,000.00 and she does not want to use tax payer's money to go to court. Mrs. Zimmerman offered for the Township to write a letter on behalf of the Weikel's to have the tree warranty begin on January 4, 2013 the day the trees were planted.

Chairman Klein moved, seconded by Mr. Megonnell to approve the final pay application is the amount of \$6,000.00 to Premier Construction. Motion passed 4-1, with Mr. Steinmeier voting nay.

PLANNING COMMISSION REPORTS AND PLANS: None

OLD BUSINESS: None

NEW BUSINESS

Motion – Consent Items: Section 607. -None

Resolution 2013-01, Appointment of Secretary/Treasurer and Assistant- Mr. Steinmeier was appointed as Secretary Treasurer at the beginning of the meeting. ***Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2013-01, appointing Mr. Steinmeier as Secretary/Treasurer and Ms. Riley as Assistant Secretary/Treasurer. Motion passed unanimously.***

Resolution 2013-02, Appointment of Solicitor- *Chairman Klein moved, seconded by Mr. Megonnell to approve Resolution 2013-02, appointing the firm of Yost and Davidson as Township Solicitor. Motion passed unanimously.*

Resolution 2013-03, Appointment of Township Engineer

Mrs. Zimmerman suggested that the engineering firms who have submitted proposals attend a workshop to make a presentation to the Board. Mr. Steinmeier agreed with Mrs. Zimmerman's suggestion. Ms. England will set up presentations for the January 14th workshop.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to table Resolution 2012-03, appointing a Township Engineer. Motion passed unanimously.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to have HRG continue as the Township Engineer until the Board makes a decision to appoint a Township Engineer for 2013. Motion passed unanimously.

Resolution 2013-04, Appointment of Roadmaster- *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve Resolution 2013-04, appointing Harold Harman as Township Roadmaster. Motion passed 4-0 with Mr. Harman abstaining.*

Resolution 2013-05, Appointment of Auditing Firm- *Mr. Steinmeier moved, seconded by Mr. Megonnell, to approve Resolution 2013-05, appointing the firm of Hamilton & Musser PC as Township Auditors. Motion passed unanimously.*

Resolution 2013-06, Appointment of SEO- *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2013-06, appointing Brian S. McFeaters as Township SEO. Motion passed unanimously.*

Resolution 2013-07, Appointment of Accounting Firm- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier, to approve Resolution 2013-07, appointing the firm of Diana M. Reed & Associates PC as the Township Accountant. Motion passed unanimously.*

Resolution 2013-08, Manager and Treasurer Bond Limit- *Mr. Megonnell moved, seconded Mr. Harman to approve Resolution 2013-08, setting the bond limits for the Manager, Secretary/Treasurer, Assistant Secretary/Treasurer, and Administrative Assistant. Motion passed unanimously.*

Resolution 2013-09, Appointment to Vacancy Board- *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve Resolution 2013-09, appointing Brian Jacobean to the Vacancy Board. Motion passed unanimously.*

Resolution 2013-10, Appointment of EAC members

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2013-10, appointing Robert Nicolodi to seat #6 for a three year term on the EAC. Motion passed unanimously.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2013-10, appointing John Acri to Seat #6 for a three year term on the EAC. Motion passed unanimously.

Resolution 2013-11, Appointment of Planning Commission members

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2013-11, appointing Charles Ankney to seat #6 for a four year term on the Planning Commission. Motion passed unanimously.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2013-11, appointing Tom Stewart to Seat #7 for a four year term on the Planning Commission. Motion passed unanimously.

Resolution 2013-12 Appointment of PSAB Citizen At Large *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve Resolution 2013-12, appointing Robert Garland as Citizen at Large on the Public Safety Advisory Board for the 2013 Calendar year. Motion passed unanimously.*

Resolution 2013-13, Appointment of Water and Sewer Authority members *Mrs. Zimmerman moved, seconded by Mr. Harman, to approve Resolution 2013-13, appointing Don Steinmeier to seat #2, to a five year term on the Water and Sewer Authority. Motion passed 4-0 with Mr. Steinmeier abstaining.*

Resolution 2013-14, Appointment of Zoning Hearing Board members – There is currently no applicants eligible for vacant seat. Chairman Klein asked if anyone knows of interested residents serving on the Zoning Hearing Board to submit an application. The Zoning Hearing Board will meet this week for their reorganizational meeting.

Chairman Klein moved, seconded by Mr. Megonnell to table the appointment to Seat #2 for the Zoning Hearing Board until January 22, 2013. Motion passed unanimously.

Resolution 2013-15, Appointment of SCEMS Representative- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2013-15, appointing Bill McCahan to a one year term on the South Central EMS Board. Motion passed unanimously.*

Resolution 2013-16, Appointment to Dauphin County Tax Collection Committee

Mr. Megonnell moved, seconded by Chairman Klein to approve Resolution 2012-16, appointing Mr. Steinmeier as the delegate on the Dauphin County Tax Collection Committee for the 2013 Calendar year. Motion passed unanimously.

Mr. Megonnell moved, seconded by Chairman Klein to approve Resolution 2012-16, appointing Mrs. Zimmerman as the alternate delegate on the Dauphin County Tax Collection Committee for the 2013 Calendar year. Motion passed unanimously.

Resolution 2013-17, Appointment to CapCOG

Mr. Steinmeier moved, seconded by Mrs. Zimmerman to approve Resolution 2013-17, appointing Jay Megonnell to serve for the year 2013 as representative to the Capital Area Council of Governments. Motion passed 4-0 with Mr. Megonnell abstaining.

Mr. Steinmeier moved, seconded by Mrs. Zimmerman to approve Resolution 2013-17, appointing Tom Stewart to serve for the year 2013 as the alternate representative to the Capital Area Council of Governments. Motion passed 4-0 with Mr. Megonnell abstaining.

Resolution 2013-18, Appointment to W.E.S. Business Association- Mrs. Zimmerman informed the Board the alternate representative must have a paid membership.

Mr. Steinmeier moved, seconded by Mr. Harman to approve Resolution 2013-18, appointing Gloria Zimmerman to serve for the year 2013 as representative to the W.E.S. Business Association. Motion passed 4-0 with Mr. Megonnell abstaining.

Mr. Steinmeier moved, seconded by Mr. Harman to approve Resolution 2013-18, appointing Jay Megonnell to serve for the year 2013 as the alternate representative to the W.E.S. Business Association. Motion passed 4-0 with Mr. Megonnell abstaining.

Resolution 2013-19, Appointment of Assistant Fire Marshal- ***Mr. Megonnell moved, seconded by Mr. Harman to appoint Todd Hoffman as the Assistant Fire Marshal for a two year term to expire December 31, 2014. Motion passed unanimously.***

Resolution 2013-20, Compensation for Zoning Hearing Board ***Mr. Megonnell moved, seconded by Mr. Haman to approve Resolution 2013-20, establishing the compensation for the Zoning Hearing Board and the Water & Sewer Authority. Motion passed 4-0 with Mr. Steinmeier abstaining.***

Resolution 2013-21, Appointment of Depository for Township funds ***Mr. Megonnell moved, seconded by Mr. Harman, to approve Resolution 2013-21, designating Fulton Bank as the official depository for Township funds and Mid Penn bank as the official depository of investment funds. Motion passed unanimously.***

Resolution 2013-22, Authorization of Official Signatures- ***Mrs. Zimmerman moved, seconded by Mr. Megonnell, to approve Resolution 2013-22, authorizing any two of the following individuals to sign checks and conduct business: Chairman, Vice Chairman, Secretary/Treasurer, and Assistant Secretary/Treasurer. Motion passed unanimously.***

Resolution 2013-23, Authorization to pay in advance –*Mr. Steinmeier moved, seconded by Mr. Megonnell to approve Resolution 2013-23, authorizing invoices to be paid in advance of regular Board meetings in order to meet due dates and/or avoid penalties. Motion passed unanimously.*

Resolution 2013-24, Establishment of Township Holidays

Mr. Steinmeier moved, seconded by Mr. Megonnell to approve Resolution 2013-24, setting the Township holidays for 2013. Motion passed unanimously.

Resolution 2013-25, Meeting dates for 2013- *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2013-25, the meeting dates for 2013. Motion passed unanimously.*

Resolution 2013-26, 2013 PSATS Delegates- *Mr. Steinmeier moved, seconded by Mr. Harman to approve Resolution 2013-26, establishing Mr. Megonnell as the voting delegate for the 2013 PSATS convention and Mr. Steinmeier as the alternate for the 2013 PSATS convention. Motion passed unanimously.*

Ms. England will register the Board except Chairman Klein for the 2013 convention.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mrs. Zimmerman asked if the stop sign at Fire Station #3 has been fixed. Mr. Harman confirmed that a new stop sign was installed today. Mrs. Zimmerman brought up the poor condition of the divided highway sign located by the Public Works shop. Mr. Harman stated he has called PennDOT twice to have the sign repaired.

PUBLIC COMMENT

Mark Chiles, 228 Brookridge Court- Mr. Chiles commented that he is glad to see that the problems the Weikel's have been dealing with are being resolved. He asked the Board for a commitment to have all unresolved issues at the Townes at Hershey Road, Phase 1 be completed by June 1st. Chairman Klein commented that the Township has been working diligently to help get all issues resolved. Chairman Klein explained the difference between the Townes @ Hershey Road project and the Fire Station project. The Township hired the construction company to build the fire station and therefore is responsible for completion of the project. The Townes at Hershey Road has a private developer who is responsible for completing the outstanding issues.

SUPERVISORS COMMENTS

Mrs. Zimmerman presented an example of the roof material to the Board that will be used to repair the Recreation Center roof.

Mr. Harman stated that the shed to be used for the E-Cycling program should be moved this week.

Mrs. Zimmerman and Mr. Megonnell stated that they would like to remain as the Board liaison to the Fire Company. Chairman Klein stated that appointment will be listed as Resolution 2013-27.

Chairman Klein moved, seconded by Mr. Harman to approve Resolution 2013-27 appointing Mrs. Zimmerman and Mr. Megonnell as Board of Supervisor liaisons to the Fire Company. Motion passed unanimously.

Mr. Harman thanked the Board for appointing him as Road Master.

Mr. Megonnell stated that Charlie Kolanda, Codes Officer for the Township broke his hip and will be out of work for awhile. Ms. England provided a brief update on Mr. Kolanda's condition. He hopes to return to light duty within the next week or two.

Mr. Steinmeier commented that he hopes the Board will be able to solve many problems in 2013. He stated that the Water & Sewer Authority worked diligently on the 2013 budget and there will be no fee increase for this year. They hope that development in the Township will continue to increase to help bring in revenue to the Authority. Mr. Megonnell asked when Houck Manor will get public sewer. Mr. Steinmeier commented the project must be completed by 2016 per DEP regulations.

Mrs. Zimmerman said that the Fire Company is sponsoring an Outreach for Wounded Warrior Program to be held on February 23rd at the Local 520 Plumbers/ Pipefitters Hall. She said more information will follow.

ADJOURNMENT: 7:55 PM