

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
TUESDAY, FEBRUARY 19, 2013**

WORKSHOP SESSION: 6:30 PM

CALL TO ORDER – 6:30 p.m.

Chairman Klein called the workshop to order at 6:30 pm.

ROLL CALL

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

Adam Klein, Chairman
Don Steinmeier, Secretary-Treasurer

PUBLIC COMMENT: None

OLD TOPICS:

Mrs. Zimmerman asked Ms. England if a letter has been sent to Premier Construction regarding the two year guarantee for the fire station bay floor. Ms. England said a letter has not been sent. Mrs. Zimmerman suggested that the Solicitor send the letter of behalf of the Board. It was the consensus of the Board for Solicitor Yost to send a letter to Premier Construction regarding the two year guarantee on the fire station bay floor.

NEW TOPICS

Discussion – Fire Company Issues

Engine repairs- Kyle Miller, Fire Company President, addressed the Board regarding the brake issues with Engine 36-1 and the ongoing concerns with Engines 36-1 and 36-2. Mr. Miller presented and reviewed the “work history” records from Glick Fire Equipment Company for Engine 36-1. The root cause of the damages is believed to stem from the air brake system and how it was plumbed by the manufacturer. Preventative work has been completed on Engine 36-2 since it was plumbed in the exact same manner as Engine 36-1. Repairs costs to Engine 36-1 are approximately \$10,544.64 and \$1,120.88 for Engine 36-2. Mr. Miller is still awaiting a receipt for repairs completed in February 2011 for Engine 36-1, he will forward this to the Board as soon as it is received. The Fire Company is requesting Board approval for the Township Solicitor to review the documentation related to the brake issue on Engine 36-1 and compose a letter to Spartan the manufacturer.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to have Solicitor Yost compose a letter to Spartan upon review of all documentation regarding Engine 36-1. Motion passed unanimously.

Preventative Maintenance contracts- Mr. Miller reviewed the proposed preventative maintenance contracts for the bay doors and the generator at Station #1. A proposal from Cleveland Brothers has received in the amount of \$750.00/ year for the generator and Cornwell Door Service presented a proposal of \$440.00/year for the bay doors. The Fire Company is requesting that the Township include the preventative maintenance contracts in their annual budget as the bay doors and generator are major components of the Township owned building.

Mr. Steinmeier moved, seconded by Mr. Megonnell to approve the preventative maintenance contacts in the amount of \$1,190.00 for the bay doors and generator at Station #1. Motion passed unanimously.

Private Function policy- Mr. Miller reviewed the proposed “Member private function use policy for Fire Station #1” for the Board. The proposed policy would allow Fire Company members to use the training room for private functions with the approval of the Fire Company Executive Board. Mrs. Zimmerman commented that it is a well written contract. Chairman Klein suggested that a clause be added to include that the functions must be confined to the training room and that guests are not allowed in other areas of the fire station. Mr. Steinmeier suggested that the Fire Company inform their insurance carrier that the Township has approved the use of the training room for private functions.

Mr. Megonnell moved, seconded by Mr. Harman to accept the Member Private Function Use Policy on the condition that the Fire Company sends it to their insurance company. Motion passed unanimously.

Mrs. Zimmerman suggested that the Fire Station Issues Item (Item E under New Business) on this evening’s meeting agenda be discussed at this time.

Motion – Fire Station Maintenance Issues- Several cracks in the drywall were identified in the hallway running north and south outside of the conference room. An estimate has been received from Randall’s Painting to repair the cracks and repaint those walls, however they could not guarantee that the cracks would not reappear. The contractor has found that cracks of this nature may reappear in several weeks or months or not at all. They also identified an area above the doorway of the EOC that shows signs of potential future cracking. They have listed this as a separate line item on their estimate. Mr. Megonnell suggested that the Board hold off on making a decision to see if additional cracks appear. Mrs. Zimmerman brought up the repairs to the 2 cord reels in the apparatus bays. Ms England said the repairs were completed by JA Kolva however they were unsuccessful in solving the problem. Kolva went back to the manufacturer who agreed to have the malfunctioning cord reels dismantled and shipped back for factory repairs at no cost to the Township. Mrs. Zimmerman asked for a timeline for the repairs, Ms. England stated it would be approximately 4 weeks.

Mr. Megonnell moved to table fixing the cracks in the conference room corridor and the EOC corridor.

Mrs. Zimmerman suggested that they be checked in six months. Mr. Miller suggested that they be checked in the spring.

Ms. England recommended that the Board reject fixing the cracks so they can be inspected in the spring to see if there are more cracks. She commented that a new estimate will need to be received at that time.

Mr. Megonnell moved, seconded by Mr. Harman to reject fixing the cracks in the conference room corridor. Motion passed unanimously.

Mr. Steinmeier brought up the issue of the porta-john at the BBQ restaurant on Route 39. He commented that once the Manada Hill apartments are under construction that if the restaurant is within 150 feet of the sewer line that they will have to hook up to public sewer. Mr. Steinmeier commented that he has received complaints from residents regarding a porta-john being allowed at a business. Mr. Steinmeier commented that there is loop hole in the Township Ordinance that has allowed this establishment to have a porta-john. Dan Rosario, Zoning Administrator, stated that the BBQ business is not a permanent structure. He said that according to the Zoning Ordinance a permanent structure must have footers and a foundation, the business in question has neither. Mr. Rosario commented on the location of public sewer in that area; there is no public sewer within 150 feet of the business. He said that the BBQ business has a land lease for the property from the legal owner of the property for one year. Mr. Rosario explained how the permit was written for the temporary structure of the business; his permit is contingent upon his lease. There was discussion regarding the business and the guidelines that have been set by permit issued by the Township.

Mr. Megonnell brought up that there is a large volume of legal documents that need to be notarized on behalf of the Township. He suggested that Peggy Marks become a notary; Mrs. Zimmerman commented that it would be her decision. Ms. England stated that if she would be interested in becoming a notary, it would be on an individual notary and not Township notary. Mr. Megonnell said that perhaps the Township would pay the fees involved in obtaining a notary license. Solicitor Yost commented that he would need to check to see if an employee of an organization can notarize documents for the organization. Mr. Steinmeier agreed with Mr. Megonnell's suggestion. The Board will look into the suggestion of an in house notary.

ADJOURNMENT: 7:00 PM