

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, MARCH 18, 2013**

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
Jay Megonnell, Vice Chairman
Gloria Zimmerman, Supervisor

Adam Klein, Chairman
Don Steinmeier, Secretary-Treasurer

APPROVAL OF MINUTES

Regular meeting- March 4, 2013- Mr. Megonnell pointed out a correction to the minutes regarding the swearing in of the Fire Police; Jason Barnes was not present.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the meeting minutes of March 4, 2013, 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 items were brought up for discussion:

FROM: Harrisburg Area Transportation Study RE: Meeting Notice- Mr. Steinmeier will attend the meetings on behalf of the Township.

FROM: PSATS RE: News Bulletin- Mrs. Zimmerman pointed out the article regarding “Recreation and Open Space Grants”, she will forward the information to Mrs. Fesig.

Mrs. Zimmerman brought up that she attended the most recent WES business meeting. District Justice Lowell Witmer presented a report regarding the number of criminal incidents for the month for the three Townships. She requested that he forward the information to the Board for review. The report that the State Police provides to the Township is for the entire County, she believes Judge Witmer’s report will be informative to the Board and residents.

PUBLIC COMMENT

Chairman Klein informed the residents that there was brief discussion at the workshop this evening regarding the request of a traveling baseball team (UNITED Baseball) to rent the Township ball fields. He said the Township Baseball/Softball Association will meet with the Park & Recreation Board on Wednesday to discuss the request. The Park & Recreation Board will make a recommendation to the Board of Supervisors after the meeting. He said that there would be no action taken this evening.

Jeanine Albright, 8009 Kiwanis Road- Mrs. Albright, President of West Hanover Baseball/Softball Association (WHBSA), addressed the Board regarding the issue of UNITED Baseball renting the recreation center and the request to rent the Township ball fields. She said that she was never informed that UNITED Baseball was renting the recreation center; she thought that Mrs. Fesig would have informed her of the group. Mrs. Albright met with Mrs. Fesig in February and this is when she found out about UNITED Baseball. At the meeting Mrs. Fesig proposed that UNITED Baseball could rent the parks when WHBSA was not using the ball fields, and asked Mrs. Albright to submit the practice schedules. Mrs. Albright met with the WHBSA Board in March and they felt that it would be impossible to rent the fields because of the need for make up games. She provided a brief overview of how the WHBSA program runs. Mrs. Albright informed the Board that UNITED Baseball use to play their games in South Hanover Township, but are no longer allowed since they were scheduling games for travel teams and not for the South Hanover baseball recreation program. She brought up that WHBSA pays the Township \$2,500 per year for use of the parks and that they provide all the maintenance to the infields. She provided a handout to the Board regarding the UNITED Baseball program she printed from their website. She said the website lists the West Hanover ball fields as practice sites. A few weeks ago she was at one of the parks and that UNITED Baseball was practicing on the ball field.

Mrs. Zimmerman asked the number of children that will participate in the WHBSA program this year. Mrs. Albright stated that 272 children have registered for the 2013 season. She also asked for the fees to participate in the program. Mrs. Zimmerman stated that there is a need for more ball fields in the Township.

Mr. Steinmeier stated that the Township fields should be for the Township residents and children. He thanked Mrs. Albright for the information presented to the Board.

Dixie Fesig, Park and Recreation Coordinator- Mrs. Fesig said that she did not try to eliminate the WHBSA from using the Township ball fields. She stated that UNITED Baseball began renting the recreation center in February. She said she did not give permission for UNITED Baseball to use the ball field and that she told the president of the group that she would have to get the WHBSA schedules prior to determining if they could rent the ball fields. Mrs. Fesig said she is not trying to interfere with the WHBSA program.

Chairman Klein stated that no contact will be signed until the Board receives the recommendation from the Park & Recreation Board and has a chance to review the request.

Mike Smith, 7701 Sunset Drive- Mr. Smith thanked Mrs. Albright for her presentation this evening. Mr. Smith stated that he is the softball commissioner and is responsible for the scheduling of the teams. He said that a lot of work goes into maintaining the ball fields. He believes that if more teams use the fields it will be very difficult to keep them in good shape.

Mr. Steinmeier commented that the Township is lucky to have residents who volunteer for Township sponsored programs. He said the WHBSA program is a plus for the Township.

Chris Marro, 7245 Grist Mill Circle, Ann Floyd, 7249 Grist Mill Circle- Mr. Marro addressed the Board regarding a vacant pool at 7257 Sandy Hollow Road. He believes it is a hazard to the neighborhood. He said that the fence is falling down and that it is not being maintained. Mrs. Floyd said that the Department of Environmental Protection has been out to investigate the conditions. They conducted tests and found a large amount of insects that were infected with the West Nile virus. She

said that DEP forwarded the results to the Township Codes Officer, but the issue has not been addressed. Mr. Marro said he has called the Township several times, however no one has returned his calls. Ms. England said that she has spoken with Mrs. Floyd several times and that the owner of the vacant pool has obtained a demolition permit for the pool and the fence. Chairman Klein said that the Codes Officer needs to find out when the demolition will take place. Mrs. Zimmerman asked if the Township received a letter from DEP. Ms. England stated she received a phone call but not a letter. Mrs. Floyd said that she saved the voicemail from DEP informing her that a letter was sent to the Township. Mr. Marro requested a date that action would be taken to rectify the problem. Chairman Klein stated that it is a public safety hazard and the Township needs to be aggressive. Ms. England said that the Codes Officer has visited the residence and did not find the same conditions. Chairman Klein asked that the Codes Officer return to the property to review the conditions. Mr. Klein said that the Codes Officer will contact Mr. Marro tomorrow regarding his findings and what action will be taken.

PUBLIC HEARING/MEETINGS: None

PRESENTATIONS, STAFF/BOARD REPORTS

Mrs. Zimmerman said that she attended the Dauphin County Comprehensive plan presentation seminar with Mr. Rosario and Mr. Zeiters. She requested that be added to the Planning Commission minutes.

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 March 15, 2013	\$1,508,721.57
Total Liquid Fuels Balance as of March 15, 2013	\$127,142.16
Total Capital Reserve Fund Balance as of March 15,2013	\$1,813,471.33

B. Deposit Activity since March 15, 2013 \$60,489.01

Mr. Steinmeier reported the gross payroll of March 8, 2013 totaled \$27,518.07. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of March 8, 2013 in the amount of \$27,518.07. Motion passed unanimously.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates was \$15,204.46. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid to meet due dates in the amount of \$15,204.46. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$23,747.44 *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the vouchers in the amount of \$23,747.44. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$4,685.69. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers to be paid by Fire Tax in the amount of \$4,685.69. Motion passed unanimously.*

Mr. Steinmeier reported that the Water & Sewer Authority General Obligation Bond is \$319,791.26. *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the Water & Sewer Authority General Obligation Bond in the amount of \$319,791.26, contingent upon the Water & Sewer Authority Board approval. Motion passed unanimously.*

PLANNING COMMISSION REPORTS AND PLANS

Conley Timber Harvesting Permit, Security for Over-Posted Weight Limit

Ms. England informed the Board that the applicant has met all Township requirements. The roads affected by the project are Birchwood Road and Mountain Road.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the Letter of Credit for the Conley Timber Harvesting Permit. Motion passed unanimously.

#12.007 Creekvale Phase 1, Petition to Vacate

Drew Williams, representative for Williams Holding Group, addressed the Board regarding the request for the Township to vacate a certain portion of Spruce Lane and adjoining land totaling .088 acres. This land was abandoned by PennDOT in 1991 and obtained by the Township. This request will allow the Creekvale development to extend the current property line to the west. There was general discussion regarding the location of the land. Solicitor Yost questioned how this request will affect the nearby residents if at all. Mr. Williams explained how they will relocate and reconstruct the turnaround to the Board. It was the consensus of the Board to begin work on an agreement for the Township to vacate the land. Solicitor Yost will contact Mr. Williams to work on the agreement.

OLD BUSINESS

Ordinance 2013-02, Chapter 85, Outdoor Burning. Table.

#12.007 Creekvale Phase 1. Appraisal request.

Mr. Steinmeier moved, seconded by Mrs. Zimmerman to approve the appraisal figure of \$32,000 per acre for the calculation of the FILO contribution for the land development #12.007, Creekvale Phase 1. Motion passed unanimously.

NEW BUSINESS

Motion – Consent Items: Section 607. (4): Dan Rosario, Elizabeth England; 128 North Hershey Road, Improvement Guarantee Reduction #1

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve attendance to Highway Occupancy Permit Training, for Dan Rosario on March 26, 2013. Motion passed unanimously.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve attendance to the Dauphin County Infrastructure Bank Seminar for Elizabeth England and Mrs. Zimmerman April 2, 2013. Motion passed unanimously.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the reduction of the Improvement Guarantee #1 for 128 North Hershey Road by \$11,850.00 from the amount of \$106,456.90 leaving a balance of \$94,606.90. Motion passed unanimously.

Motion - Award Bid 2013-03, Rec Center Renovation

Mr. Brulo, Township Engineer, addressed the Board regarding the proposed changes to the recreation center renovation plans that were discussed in the workshop. He suggested that the Board award the bids as presented and that any additional proposed work would come through as change orders. Mr. Yost asked about the number of bids that withdrew, and if it was common. Mr. Brulo commented that it is not normally common to have bids be withdrawn. Mr. Megonnell asked for clarification on the alternate #1 bid. Mr. Brulo explained that the alternate bid was for work to be completed on the garage doors. Mrs. Fesig suggested not adding the alternate #1 bid. There was discussion regarding the condition of the garage doors.

Mr. Steinmeier moved, seconded by Mr. Megonnell to award Bid 2013-03, Rec Center Renovations to the low bidder for each contract as follows, payable from FILO, Park Development, and the Building Fund:

<i>1. Contract B</i>	<i>Dorgan & Zuck</i>	<i>\$267,700.00</i>
<i>2. Contract HP</i>	<i>Spotts Brothers</i>	<i>\$181,000.00</i>
<i>3. Contract E</i>	<i>JA Kolva</i>	<i><u>\$128,820.00</u></i>

TOTAL \$577,520.00

Motion passed unanimously.

Motion – Bid 2013-03 Scope of Work for Construction Observation

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the Scope of Work for Construction Observation of Bid 2013-03, Rec Center renovation, in the amount of \$9,950 to be paid from the FILO fund. Motion passed unanimously.

Motion – Douglas Road Stop Sign Study

Mr. Brulo briefly explained the results of the traffic study conducted by HRG.

Mr. Steinmeier moved, seconded by Mr. Megonnell to accept the traffic study for the intersection of Douglas Road and Maple Street. Motion passed unanimously.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the advertisement of enactment of Ordinance 2013-04 amending 187-19.A. establishing a stop sign southbound on Douglas Road at Maple Street. Motion passed unanimously.

Motion - Sign Retroreflectivity Project

Mr. Steinmeier asked for clarification regarding the additional signs cost of \$1,600 per day. Mr. Brulo explained that approximately 1,000 signs on the northern half of the Township down to Allentown Blvd. were tested last year and he thinks they can complete the project this year. Howard Hodder, HRG GIS Manager, explained the scope of work which includes the locating, assessing, and testing of 1,000 signs in the southern part of the Township. He said there may be more than 1,000 signs remaining so he has provided a daily fee to complete the full inventory above the base of 1,000 signs. There was discussion regarding the time line requirements set by the Federal Highway Administration. Mr. Hodder explained the requirements.

Mr. Steinmeier moved, seconded by Mr. Klein to approve the scope of work from HRG for the GIS sign inventory and assessment project of 1,000 signs in the amount of \$26,500 from the Capital Reserve Fund with any additional signs at \$1,600 per day. Motion passed 3-1 with Mr. Megonnell voting nay.

Resolution 2013-33, Accepting Right-of-Way along Fairville Ave.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to adopt Resolution 2013-33, Accepting Right-of-Way along Fairville Avenue. Motion passed unanimously.

Motion –Sale of Equipment

Mr. Megonnell said that he spoke with Mr. Harman regarding the sale of the equipment and inspected the equipment.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to authorize the advertisement of 4 pieces of used Public Works equipment for sale via sealed bid. Motion passed unanimously.

Resolution 2013-34, Appointment of Alternate SEO

Ms. England explained that DEP mandates that all Townships have an alternate SEO. Mr. Ziegler will use Mr. McFeaters schedule of rates for the Township.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to adopt Resolution 2013-34, Appointment of Alternate SEO. Motion passed unanimously.

Motion –Tax Collection Committee Bylaws Amendments

There were no objections by the Board regarding the Dauphin County Tax Collection Committee Bylaws amendments.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mr. Megonnell asked for an update regarding having a notary for the Township office. Solicitor Yost confirmed that Township staff can notarize documents for the Board of Supervisors.

Mr. Megonnell asked that a letter be sent to Representative Marisco inviting him to the opening of the E-cycling center on April 13th.

Mr. Steinmeier commented that tractor trailers are not following the Township ordinance regarding weight limits and local deliveries. He suggested adding the word prohibited to the “except local deliveries” signs. There was discussion regarding the problem with tractor trailers and the damage that has occurred to Township roads and property.

Mrs. Zimmerman said she was informed of an attack of a woman jogger on Appleby Road. She said that the state police should inform the Township so we can make residents aware of what is happening within the Township.

PUBLIC COMMENT: None

SUPERVISORS COMMENTS

Mrs. Zimmerman reminded everyone that the E-cycling center opens on April 13th and the EAC is sponsoring a native plant program at the Township building on April 13th.

Mr. Megonnell reminded everyone the Easter egg hunt will be held on March 30th. He encouraged everyone to complete the resident survey that is in the spring newsletter.

Mrs. Fesig commented that she has received a lot of resident surveys.

Mr. Megonnell said the Flood Plain meeting was very successful. He thanked Mr. Mellott for offering his time to help residents with any questions. He thanked Mr. Brulo, Mr. Lyons, and Mr. Rosario for their participation in the program.

ADJOURNMENT: 8:30 pm