

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, AUGUST 5, 2013**

**MEETING HELD AT
FIRE STATION 1
7624 JONESTOWN ROAD, HARRISBURG, PA**

CALL TO ORDER – 7:00 p.m.

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

Chairman Klein thanked Fire Company President Kyle Miller and Chief Shatto for hosting the meeting this evening at the fire station. He thanked Mrs. Zimmerman and Mr. Megonnell for organizing the meeting.

ROLL CALL

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

Adam Klein, Chairman
Don Steinmeier, Secretary-Treasurer

APPROVAL OF MINUTES

Regular meeting – July 15, 2013

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the meeting minutes of July 15, 2013. 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 comment/discussion:

FROM: PSATS RE: Communication Award contest – Ms. England said the Township will enter the contest.

FROM: Capital Region Council of Governments RE: Meeting Announcements-Alternate Delegate Tom Stewart will attend the August 19th Strategic Planning Meeting.

PUBLIC COMMENT

Mark Chiles, 228 Brookridge Court- Mr. Chiles informed the Board that the trees along Route 39 have been cut and Mr. Harman stopped by to evaluate the work and site distance. The contractor rebuilt the swales last week and the water is draining properly and the grass is growing back. He thanked Mr. Rosario, Mr. Brulo, and Solicitor Yost for all their help to get the problems resolved.

Bill McCahan, 7230 Jonestown Road- Mr. McCahan commented that 628 Walnut Street should be named a community center not a recreation center.

Bob Jones, Water & Sewer Authority Chairman – Mr. Jones congratulated the Township and the Fire Company on the fire station and thanked the fireman for their service to the Township. He commented that the Water & Sewer Authority is running behind on tap in fees and that if they do not meet their budget then rates will need to be increased. He asked about any developments that may be on hold in the Township. Chairman Klein stated that the Board is not aware of any developments that are on hold. Mr. Jones asked about the decision of the Board to deny the rezoning request of the Fowler’s to have a portion of their property rezoned to NC (Neighborhood Commercial). There was lengthy discussion regarding the rezoning request and what were some of the potential issues that may or may not be a result of the proposed request. Chairman Klein commented that the zoning of a property remains with the land not the owner; land can be rezoned and then resold. Mr. Jones asked about the proposed apartment complex by Capital Baptist Church and their payment of FILO fees, Chairman Klein said the Board is not aware of any issue with the FILO fees.

Mark Chiles, 228 Brookridge Court- Mr. Chiles commented that the frontage along Route 39 was already zoned NC, the owner was looking for an increase of the depth of the property. The residents of the Townes at Hershey Road were concerned with allowing a larger NC parcel and they don’t want to see retail space in that area.

PUBLIC HEARING/MEETINGS: None

PRESENTATIONS, STAFF/BOARD REPORTS

Ms. England informed the Board that she received health insurance renewal rates. Renewal of the current plan has a 24% increase. The staff has gone through the underwriting process in order for the Township to obtain quotes from other carriers. She is also working with the insurance broker to look at alternatives to the current plan. There will be a workshop on August 19th at 6:00pm to review the information and quotes that have been obtained.

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 August 2, 2013	\$1,103,966.50
Total Liquid Fuels Balance as of August 2, 2013	\$296,235.28
Total Capital Reserve Fund Balance as of August 2, 2013	\$2,454,382.68

B. Deposit Activity since July 15, 2013 \$68,692.46

Mr. Steinmeier reported the gross payroll of July 26, 2013 totaled \$31,636.45. *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the payroll of July 26, 2013 in the amount of \$31,636.45. Motion passed 3-2 with Mr. Harman and Mrs. Zimmerman abstaining.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates was \$69,184.42. *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the vouchers prepaid to meet due dates in the amount of \$69,184.42. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$417,128.56.

Mr. Megonnell questioned the number of trip refund checks and the number of invoices for Pennsy Supply. Mrs. Fesig said that two trips were cancelled due to lack of interest and Mr. Harman stated the Pennsy Supply invoices were for the paving projects in the Township.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers in the amount of \$417,128.56. Motion passed unanimously.

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$2,275.85. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers to be paid by Fire Tax in the amount of \$2,275.85. Motion passed unanimously.*

PLANNING COMMISSION REPORTS AND PLANS

Motion - Amendment to Lower Paxton Comprehensive Plan & Related Zoning Request

Mr. Rosario, Zoning Administrator, explained the amendment to the Lower Paxton Township Comprehensive Plan. The petition was presented to the Township Planning Commission who recommends approval by the Board of Supervisors.

Mr. Megonnell moved, seconded by Mr. Steinmeier in accordance with the Municipal Planning Code Article III, Section 302 to approve the rezoning request as petitioned by the Board of Supervisors of Lower Paxton Township. Motion passed unanimously.

OLD BUSINESS: None

NEW BUSINESS

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

Motions - Bid 2013-03, Rec Center Renovation Change Orders

Mr. Brulo, Township Engineer, explained that several issues arose at the completion of the construction of the access ramp at the rear of the Rec Center. Construction observation revealed that the specifications for the ramp were not met so the contractor was required to re-construct the ramp. It was also noted that there was a vertical height difference preventing a smooth transition from the asphalt pavement to the concrete ramp. In order to correct this issue a section of pavement would have to be removed and replaced for an even elevation. Dorgan & Zuck submitted a proposal of \$2,400; part of the existing contract required patching of the pavement around the new ramp at a bid cost of \$765. Shiloh Paving and Excavating submitted a quote for patching the pavement around the ramp in addition to removing and replacing the asphalt at the end of the ramp for a total cost of \$1,000.

Mr. Megonnell moved, seconded by Mr. Steinmeier to accept the proposal from Shiloh Paving and Excavating in the amount of \$1,000 for removing and replacing a section of pavement at the end of the ramp at the Rec Center as well as patching around the ramp and accept Change Order B-3 from Dorgan & Zuck for a credit of \$765 for patching around the ramp. Motion passed unanimously.

As part of the original contract Dorgan & Zuck was required to replace and repoint brick at the hole in the side of the building where HVAC piping formerly was connected. There were already 2 existing structural cracks in the building. The mason was willing to repair these structural cracks while he was on site completing the contractual repairs. It was determined that the Township would save mobilization costs by having the structural cracks repaired at the same time.

Mr. Megonnell moved, seconded by Mr. Steinmeier to accept the Change Order B-4 in the amount of \$1,400.40 to add fixing structural cracks in the walls by the mason while he was on the site completing contractual work. Motion passed unanimously.

The final changes order is for the addition of the purchase and installation of 6 ceiling fans in the social hall plus the wiring of 3 control switches.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Change Order #E-3 for Bid 2013-03, Rec Center Renovation, in the amount of \$2,862.00 for the addition of ceiling fans in the social hall. Motion passed unanimously.

Motion – Bid 2013-06 ARLE Signal Improvement project award

In July, 2011, the Township made an application for an ARLE (Automated Red Light Enforcement) grant in the amount of \$56,500 for improvements to the intersection of Route 22 and Route 39. The Board approved agreement no. 08A086, MPMS no. 95692, the reimbursement agreement with PennDOT for the project. Advertisement of the bid appeared in the Patriot News on July 4 and July 7, 2013. Bids were due on July 31, 2013; Township Engineer Al Brulo publicly opened the bids at that time.

Mr. Steinmeier moved, seconded by Mr. Harman to award Bid 2013-06, ARLE Signal Improvements at Route 22 and 39 to the low bidder Herr Signal & Lighting Company in the amount of \$24,079.00 to be paid from the Capital Reserve Fund and reimbursed by PennDOT through the ARLE grant agreement #08A086. Motion passed unanimously.

Motion – Rabbit and Manor Culvert Replacement Scope of Work

Mr. Harman provided a brief overview of the sinkhole problem that occurred on Rabbit Lane. The sinkhole is located at a culvert conveying Walnut Run under the roadway just east of Walnut Run Court. Public Works staff completed emergency repairs in order to maintain traffic. Mr. Harman and the Township Engineer surveyed the site more thoroughly and discovered the corrugated metal culvert pipe has rusted through completely. The sinkhole has since opened up again requiring further emergency repairs. The culvert carrying Lenker Creek under Manor Drive just east of N. Fairville Ave. has also been listed as a failing culvert. Due to the failures of these culverts and damage to roadways Ms. England asked the Township Engineer to provide a Scope of Work for engineering, permitting, and bid documents for the replacement of these two culverts. Mr. Brulo anticipates the project cost to be approximately \$100,000.

Mr. Megonnell moved, seconded by Mr. Steinmeier to accept the scope of work from HRG for the engineering of the Rabbit and Manor culvert replacements in the amount of \$38,600 to be paid from the Capital Reserve fund and to budget and schedule to bid the project in 2014. Motion passed unanimously.

Motions – 2013 Gaming Grant Applications: Fire Station Debt Reduction; SR 0039 Right-of-Way and Utility Relocation Debt Reduction; Heavy Rescue Replacement

Chief Shatto addressed the Board regarding the draft copy of the Heavy Rescue Replacement Grant. He provided a background of the current vehicle which is 17 years old. The grant request was not funded last year and he reviewed the changes in the grant application based upon the suggestions of the Gaming Advisory Board (GAB). The GAB suggested that the fire company find ways of funding the project in addition to grant funds. The proposed project budget is \$797,739.00 with 44% of the funds coming from a local share municipal grant and 56% coming from the Fire Tax Capital Reserve fund, PEMA 2% loan, WHTFC Firemen’s Relief Association, and Township funding. The fire company has received a proposal from Pierce Manufacturing who is Co-Stars approved and hope to have a second proposal to present to the Board at the August 19th meeting. There are only two manufacturers who are Co-Stars approved. There were questions from the Board regarding the source of funds and length of the PEMA loan. Chief Shatto said that the fire company is aggressively pursuing any grants that may be available to them.

The Board had no suggestions to the Fire Station Debt Reduction and SR 0039 Right-of-Way and Utility Relocation Debt Reduction grant applications.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the 2013 Local Share Municipal Grant Applications for Fire Station Debt Reduction in the amount of \$500,000 and for SR 0039 Right-of-Way and Utility Relocation Debt Reduction in the amount of \$300,000 and approve submission to the County. Motion passed unanimously.

Motion – Public Works Box Spreader Purchase

Mr. Harman explained he is currently using a small, hitch mounted salt spreader on his ¾ ton pickup truck through the winter. The small salt spreader does not have the capacity to complete a full development which requires numerous trips to the shop to resupply the spreader. Mr. Harman proposes to purchase a bed-mounted electric drive hopper spreader which has a larger salt capacity to allow for fewer trips to refill with salt; he is suggesting a SHPE 1500 V-box spreader designed for a ¾ ton pick-up. The Co-Stars price for this item is \$3,577.00.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the purchase of a SHPE 1500 V-box spreader from US Municipal Supply for the Co-Stars price of \$3,577 to be paid from the Highway Aid fund. Motion passed unanimously.

Motion – Refund of 2013 Real Estate Taxes, Mehlbaum

Ms. Donna Mehlbaum of 7624 Timber Lane, tax parcel 68-010-085, has been certified as eligible for the Disabled Veteran’s Real Estate Tax Exemption. The resident is exempt from Real Estate Taxes from January 1, 2013 through December 31, 2017. Both the County and Township real estate taxes for this property were paid during the discount period. Ms. Mehlbaum is due a refund of \$125.41 for these taxes from the Township.

Mr. Steinmeier moved, seconded by Mr. Megonnell to approve the refund of 2013 real estate taxes for tax parcel 68-040-062 in the amount of \$91.54 for Real Estate and \$33.87 for Fire Protection for a total of \$125.41. Motion passed unanimously.

Motion – Refund of 2013 Real Estate Taxes, Shaffer

Mr. William Shaffer of 7712 Althea Ave., tax parcel 68-040-062, has been certified as eligible for the Disabled Veteran’s Real Estate Tax Exemption. The resident is exempt from Real Estate Taxes from January 1, 2013 through December 31, 2017. Both the County and Township real estate taxes for his property were paid during the discount period. Mr. Shaffer is due a refund of \$160.67 for these taxes from the Township.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the refund of 2013 real estate taxes for tax parcel 68-040-062 in the amount of \$110.91 for Real Estate, \$41.03 for Fire Protection, and \$8.73 for Fire hydrants for a total of \$160.67. Motion passed unanimously.

Motion – Resignation from Water & Sewer Authority Board

Matt Cichy a member of the Water & Sewer Authority Board has submitted his resignation letter. Mr. Cichy is moving out of the Township and will be ineligible to serve on the Board.

Mr. Megonnell moved, seconded by Mr. Steinmeier to accept the resignation of Matt Cichy from the Water & Sewer Authority Board. Motion passed unanimously.

Resolution 2013-42, Appointment to Water & Sewer Authority Board

There is one volunteer application interested in serving on the Water & Sewer Authority Board. There was discussion that the applicant should be contacted by Board members to review the requirements of serving on the Board. Chairman Klein asked residents who are interested in serving on the Water & Sewer Authority Board to complete a Township volunteer application.

Mrs. Zimmerman moved, seconded by Mr. Harman to table Resolution 2013-42, Appointment to Water & Sewer Authority Board. Motion passed unanimously.

Motion – Fire Station 1 Landscaping revision

Mrs. Zimmerman stated that the Fire Company Executive Board met and would like to eliminate the native grass area and use the area for overflow parking. She asked Mr. Brulo about placing geo blocks in that area and what the cost would be for the project. Mr. Megonnell suggested that Public Works can mow the area. Mr. Harman agreed to mow the area within the next week or two.

Mrs. Zimmerman moved to table the project until a quote is received from HRG for the geo blocks.

There was further discussion regarding if the area should be mowed and reseeded, or just mowed. Ms. England explained that the quote from Chad Heisey was for mowing and reseeding.

Mrs. Zimmerman rescinded her motion to table the project.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to reject the quote from Chad Heisey in the amount of \$750 for the cutting and reseeding of the native grass area at Fire Station 1. Motion passed unanimously.

Mr. Brulo will look at the area and provide pricing to the Board for geo blocks.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mrs. Zimmerman stated that the lights in the fire station parking lot are constantly on; the timer is not set properly. Ms. England will contact J.A. Kolva who installed the lights to resolve the problem.

Mrs. Zimmerman asked if the Public Works crew can pave the parking lot at fire station #3. Mr. Harman said when all the Township projects are complete he will look at the project.

Mrs. Zimmerman thanked Solicitor Yost for his letter to Premier Construction. She said the cracks in the bay floor are getting worse and suggested that he send a letter to Premier to have to problem fixed since it is still under warranty.

Mr. Harman said that the Public Works crew has seeded the area between the fire station and the Zink office. He said that the grass is dead and he thinks that Zink sprayed weed killer. It was suggested that Zink be contacted and asked to pay for reseeding of the land.

Chairman Klein said that the grass is overgrown at 7708 Althea Avenue. There is no for sale sign on the property, but the house is vacant. Ms. England will have the Codes Officer look into the issue.

Mrs. Zimmerman said the second house on the left past Pheasant Road has high grass. Ms. England will have the Codes Officer look into the issue.

Mr. Megonnell stated that he will not be at the August 19th Board meeting. He said that the parking lot at Fairville Park is in bad shape and needs to be repaired. He suggested that Mrs. Fesig put it in the 2014 budget to be repaired. Mr. Megonnell suggested that the Public Works department rent a Tiger Mower for next year. He said he will attend the "Clean and Green Tax Program" webinar on Wednesday at 1:00pm with Mr. Rosario.

Mr. Steinmeier said he will also attend the "Clean and Green Tax Program" webinar. He said that he has received numerous complaints about high grass from residents. He suggested that the Board may want to consider hiring a part time codes enforcement officer in 2014. He said that the Codes and Zoning Officers are very busy and as new developments are built they will be even busier.

PUBLIC COMMENT

Dixie Fesig, Parks and Recreation Coordinator- Mrs. Fesig reminded everyone that the Community Festival will be held at Houck Memorial Park on August 17th from 11am to 3pm.

Tim Shatto, Fire Company Fire Chief- Chief Shatto said that there is an excessive mosquito problem from the detention pond at the fire station. Mr. Brulo will look into the problem.

Dorothy Steinmeier, 11 North Fairville- Mrs. Steinmeier asked if the Road Inspection was still scheduled for August 12th. Chairman Klein confirmed the Road Inspection is scheduled for August 12th.

SUPERVISORS COMMENTS

The Board of Supervisors thanked the Fire Company for hosting the Board meeting and thanked them for all the work they do for the Township.

Mr. Harman said that he will not be at the August 19th Board meeting.

Mr. Steinmeier thanked Bill McCahan and the PSAB for their work in keeping the tractor trailers off North Fairville Avenue.

ADJOURNMENT: 8:25 pm