

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
TUESDAY, SEPTEMBER 3, 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 invocation. He informed the public there was an Executive Session held at 6:00 pm to discuss legal, personnel, and real estate items.

ROLL CALL

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

Adam Klein, Chairman
Don Steinmeier, Secretary-Treasurer

APPROVAL OF MINUTES

Regular meeting – August 19, 2013 -Mrs. Zimmerman pointed out a correction to her comment regarding Senator Toomey supporting putting limits on Congressional spending power.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the meeting minutes of August 19, 2013 as amended with the correction. Motion passed unanimously.

Workshop Meeting-August 19, 2013- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the workshop meeting minutes of August 19, 2013. Motion passed unanimously.*

Workshop Meeting-August 27, 2013- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the workshop meeting minutes of August 27, 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: Dale Shope, Sewer Authority Engineer **RE:** Houck Manor & Holiday Park Sewer Extension - Chairman Klein briefly reviewed the correspondence from Mr. Shope regarding his conversation with DEP regarding the Holiday Park and Houck Manor Sewer Extension. DEP is most likely not going to remove these developments as “needs area” that require public sewer. Their concerns are that the lot sizes are too small for on-lot systems by today’s regulations and the soil suitability is poor for on-lot systems. DEP has approved to extend the implementation schedule for the developments out another five years. The Township will need to send a letter to DEP requesting the five year extension to the Act 537 Implementation Plan Schedule, along with our commitment to complete the work within the additional five year period.

Chairman Klein moved, seconded by Mr. Megonnell to extend the implementation schedule for Holiday Park and Houck Manor for an additional five years. Motion passed unanimously.

Mr. Megonnell moved, seconded by Chairman Klein to request a commitment letter from the Water & Sewer Authority to DEP stating work will be complete by 2021 for Holiday Park and Houck Manor. Motion passed unanimously.

FROM: Dixie Fesig, Park & Rec Coordinator **TO:** Board of Supervisors **RE:** Community Festival Thank You- Chairman Klein thanked Mrs. Fesig for her hard work to make the community festival a success. Mrs. Zimmerman commented that Mrs. Fesig sent thank you letters to all the volunteers who helped with the festival.

PUBLIC COMMENT

Mark Chiles, 228 Brookridge Court- Mr. Chiles asked the Board about the rumors that violent offenders are being housed at Keystone Corrections.

Chairman Klein confirmed that one resident at the facility had committed a violent crime. A notice of Zoning Violation was served to the facility today; a reply from the owner of Keystone Corrections has not been received at this time by the Township.

Mr. Chiles asked if the person who stole the senior van last year has been arrested and if so was the individual a resident of Keystone Corrections.

Chairman Klein commented that an individual has been arrested but he does not think he was a resident of the facility.

Linda Turns, 8000 Rabbit Lane- Ms. Turns asked the Board if a portion of the renovations of the facility at 628 Walnut Avenue will be paid from the Building Fund. She commented that the facility will never make enough money to support daily operating costs. She stated she thought the Building Fund was to be used for the fire station debt in the event that gaming grant funds are not received.

Chairman Klein stated that it was more economical to move the recreation programs to 628 Walnut Avenue than to rent a facility as was done in prior years. He commented that the facility will be used for a wide variety of events.

Ms. Turns said she has asked Mrs. Fesig to present a report for budget purposes to show the expenses and revenues for all recreational programs.

Ms. Turn asked if there was a policy on where Township vehicles should be serviced. She said she heard a vehicle was taken to Hoffman Ford for service. Mr. Harman stated he takes the public works vehicles to Triple K. Mrs. Zimmerman said the park and recreation truck had repairs and an inspection done at Hoffman Ford. Ms. Turns thinks that the Township should patronize businesses within the Township.

Ms. Turns said she is concerned about the cost to complete the facility at 628 Walnut Avenue. She commented that there will be overhead costs for internet, phone, and utilities and that residents need to know how their tax dollars are being spent.

PUBLIC HEARING/MEETING: None

PRESENTATIONS, STAFF/BOARD REPORTS

Mrs. Zimmerman addressed the Board on behalf of the Fire Company regarding their request to have a sign for the fire station. They are interested in a Maltese cross sign for the building and have received a quote from Stoner Graphix in the amount of \$5,920.00. They are also interested in a wireless LED sign, quotes range from \$25,000.00 to \$34,000.00. She stated that the Board did agree to install signs once the building was complete. Mrs. Zimmerman suggested that the signs be paid from Capital Reserve since the Township owns the building. Chairman Klein commented that he has no problem with the Maltese cross sign, however he thinks the LED sign is expensive.

Mark Chiles, 228 Brookridge Court- Mr. Chiles commented that this is the first time that he has heard of this request. Mrs. Zimmerman said that this is the first time that she has brought the request to the Board. He thinks that a digital sign is good for the Township building but not the fire station. He does not think there is enough traffic that passes the fire station to warrant a digital sign. He thinks the Maltese cross sign is a good idea.

Mrs. Zimmerman said that a lot of work has been put into obtaining quotes and the sign design and that the wiring is already at the fire station.

Mrs. Zimmerman moved to approve the purchase of a Maltese cross sign and LED sign for the fire station.

Solicitor Yost stated that any project over \$18,500 must be put out for public bid.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the purchase of a Maltese cross sign for the fire station at a cost of \$5,920.00 to be paid from the Capital Reserve Fund. Motion passed unanimously.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to put out a bid for a LED sign at the fire station. Motion passed unanimously.

Solicitor Yost reminded the Board that specifications must be in the bid so all vendors submit quotes for the same sign requirements.

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 30, 2013	\$1,109,886.23
Total Liquid Fuels Balance as of August 30, 2013	\$296,235.28
Total Capital Reserve Fund Balance as of August 30, 2013	\$2,454,382.68

B. Deposit Activity since August 19, 2013 \$86,536.95

Mr. Steinmeier reported the gross payroll of August 9, 2013 totaled \$29,474.02. ***Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the payroll of August 9, 2013 in the amount of \$29,474.02. Motion passed 3-2 with Mr. Harman and Mrs. Zimmerman abstaining.***

Mr. Steinmeier reported the gross payroll of August 23, 2013 totaled \$29,882.28. ***Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the payroll of August 23, 2013 in the amount of \$29,882.28. Motion passed 3-2 with Mr. Harman and Mrs. Zimmerman abstaining.***

Mr. Steinmeier reported the vouchers prepaid to meet due dates was \$27,506.95. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid to meet due dates in the amount of \$27,506.95. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved is \$556,347.51. ***Mrs. Zimmerman moved, seconded by Mr. Harman to approve the vouchers in the amount of \$556,347.51. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$713.13. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$713.13. Motion passed unanimously.***

PLANNING COMMISSION REPORTS AND PLANS

Motion – Security for Timber Harvesting Permit Parcel 68-007-032

Mr. Harman stated that he will take a video as well as pictures regarding the road conditions prior to the project. Solicitor Yost asked how the amount of the bond was determined. The PA Code 67-Chapter 189 determines the bond figure.

Mr. Harman moved, seconded by Mrs. Zimmerman to approve receipt of the bond for Timber Harvesting Permit Parcel 68-007-032. Motion passed unanimously.

OLD BUSINESS

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

Chairman Klein briefly reviewed the letter from the Water & Sewer Authority Board Chairman with their recommendation for appointment. Mr. Steinmeier stated the Water & Sewer Authority Board recommends the appointment of Nathan Jovanelly to Seat #1.

Mr. Steinmeier moved, seconded by Chairman Klein to approve Resolution 2013-42 appointing Nathan Jovanelly to seat #1 on the West Hanover Water and Sewer Authority Board for the balance of a five year term ending December 31, 2016.

Mr. Harman stated he would rather see Mr. Garland appointed to the Water & Sewer Authority Board.

Chairman Klein called for a roll call vote; a yes vote is to accept the appointment of Nathan Jovanelly to the Water & Sewer Authority Board a no vote is to reject the appointment.

The roll call vote was as follows:

Mr. Harman-No
Chairman Klein-Yes
Mr. Megonnell-No
Mr. Steinmeier-Yes
Mrs. Zimmerman-No

Motion failed on a 2-3 vote.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2013-42 appointing Bob Garland to seat #1 on the West Hanover Water and Sewer Authority Board for the balance of a five year term ending December 31, 2016.

Chairman Klein called for a roll call vote; a yes vote is to accept the appointment of Bob Garland to the Water & Sewer Authority Board a no vote is to reject the appointment.

The roll call vote was as follows:

Mr. Harman-Yes
Chairman Klein-Yes
Mr. Megonnell-Yes
Mr. Steinmeier-No
Mrs. Zimmerman-Yes

Motion passed on a 4-1 vote.

Motion – Fire Station 1 Landscaping revision

Mrs. Zimmerman explained that after further review of the area it was decided that it was not necessary for a gravel road. The area will be mowed, and public works will clean up the debris. Mr. Megonnell thinks that the area is fine in its current condition. She suggested looking at the condition of the area next year and deciding if it is necessary to reseed at that time.

Mr. Megonnell moved, seconded by Mr. Harman to reject the quote from Chad Heisey in the amount of \$660 for the reseeding of the native grass area at Fire Station 1. Motion passed unanimously.

Chairman Klein asked that Ms. England let Mr. Heisey know that the decision is not a reflection of his work, but that the Board decided on an alternative plan. Ms. England asked if the Board would like to add the area to next year's mowing contract to be mowed twice a month. It was the consensus of the Board to add the area to next year's mowing contract.

Mrs. Zimmerman presented a proposal at Mrs. Fesig's request to have an embankment at Lenker Park be trimmed and poison ivy removed. Mr. Heisey provided a quote of \$220.00 to complete the work.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to accept the proposal for landscaping work at Lenker Park in the amount of \$220.00. Motion passed unanimously.

NEW BUSINESS

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

Motion – Minimum Municipal Obligation, Pension system

The MMO is adopted by the Board of Supervisors as a requirement of the PA Municipal Pension law, which governs the rules for use of state aid money in the Township's non-uniform pension plan.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the MMO, Minimum Municipal Obligation, for the 2014 budget. Motion passed unanimously.

Motion – Set “Trick or Treat” Night

Chairman Klein moved, seconded by Mr. Megonnell to set the date for Halloween Trick or Treat for Thursday, October 31, 2013, rain or shine. Motion passed unanimously.

Resolution 2013-43, Temporary Road Closure of Hillcrest Ave.

Mr. Steinmeier moved, seconded by Mr. Harman to approve Resolution 2013-43, the temporary closing of a portion of Hillcrest Avenue Harper Drive on September 21, 2013, from 10 am until 4 pm with a rain date of September 28, 2013. Motion passed unanimously.

Motion - Bid 2011-01, Fire Station, Remedial Landscaping

Mr. Megonnell stated that Mr. Swanick from HRG suggested at the walk through that the Township move forward with completing the landscaping and additional maintenance work and submit the bills to Premier Construction. Mrs. Zimmerman referenced the email correspondence between Premier and Ms. England. She said that plants that were replaced were not planted properly and can be lifted out of the ground.

Mrs. Zimmerman moved, seconded by Mr. Harman to move forward with completing the landscaping and additional maintenance work in this fall planting season (by the end of September) by soliciting quotes from local firms to complete the work as outlined on the estimate provided by HRG. Motion passed unanimously.

Mrs. Zimmerman stated she wants the minutes to reflect that as long as she is on the Board of Supervisors the Township will not deal with Premier Construction.

Ms. England asked the Board if they would consider hiring HRG to help the Township get through completing the landscaping and maintenance since they are familiar with the project. HRG would work on a time and materials basis to coordinate the project to include a pre-construction meeting/walk-through of the site with firms providing quotes and also construction observation throughout the

planting and mulching in order to assure the appropriate work is completed. The estimated cost from HRG is not to exceed \$2,000.00

Mrs. Zimmerman moved, seconded by Mr. Megonnell to hire HRG to coordinate the remedial landscaping at the Fire Station. Motion passed unanimously.

Motion - Ordinance 2013-08, Increase Supervisor Compensation

Chairman Klein briefly reviewed the suggestion of increasing the compensation of Supervisors from the current annual amount of \$2,000 to \$2,500. This is the maximum allowed by The Second Class Township Code, Section 606, for the Township. He explained that any change in salary, compensation or emoluments of the elected office becomes effective at the beginning of the next term of the supervisor. Mr. Steinmeier asked that the enactment date be changed to October 21st since he will not be at the October 7th meeting.

Mr. Steinmeier moved, seconded by Mr. Harman to approve the advertisement for Ordinance 2013-08, increasing the compensation for Supervisors and scheduling the enactment for Monday, October 21, 2013. Motion passed unanimously.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Ms. England addressed the Board regarding two change orders for the recreation center renovation. Change Order #2, is for HVAC changes in the amount of \$696.00 and Change Order #4 is for electrical changes in the amount of \$2,050.00.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Change Order #2 for \$696.00 and Change Order #4 for \$2,050.00. Motion passed unanimously.

Mrs. Zimmerman commented that she has received calls from some residents who have not received the fall newsletter. Ms. England asked for the resident addresses to make sure they are on the distribution list. It was discussed that the post office can hold delivery of bulk mail for up to ten days and that they may be delivered to different areas at different times.

Mr. Steinmeier asked Ms. England to contact Bob Garland and inform him there is a Water & Sewer Authority Board meeting on Wednesday night at 6:00 pm at the Water & Sewer Authority office.

Mr. Megonnell commented that the project at his home will finally begin tomorrow after paying over \$1,000.00 to the Township for a variance and permit.

PUBLIC COMMENT

Mark Chiles, 228 Brookridge Court- Mr. Chiles stated that he thinks spending over \$40,000.00 on an LED sign for the fire station is a colossal waste of tax payer's money. He said that it seems that everything that is purchased for the fire station is not taken out of the fire tax fund. He commented that according the DOT website less than 300 cars pass the fire station each day while over 18,000 cars pass the Township building. He said the fire company does not need the LED sign to operate the fire station.

Mrs. Zimmerman commented that before she replaces the Township marquee with an LED sign the Township office building needs repairs.

Mr. Chiles said that no money should be spent on any new signs for the Township.

Linda Turns, 8000 Rabbit Lane- Ms. Turns commented that she doesn't think the Building Fund should be used to pay for the recreation center. She asked how the Township will pay off the fire station debt if we do not receive any grant funding. She asked if money is used from the Building Fund for the recreation center can future FILO fees pay back the Building Fund.

Solicitor Yost said he would research if future FILO fees could pay back the Building Fund for funds used on the recreation center renovation.

SUPERVISORS COMMENTS

Mr. Steinmeier was contacted by a resident who thinks the Township needs more bicycle trails. The resident said that people are bicycling on Piketown Road and it is very dangerous. He suggested that signs should be posted on Piketown Road to ban bicyclists.

Chairman Klein asked if trash collection is delayed a day due to the holiday. Ms. England confirmed trash collection is a day later this week due to the holiday.

Mr. Megonnell reminded everyone that the tire recycling program will be held on September 13th and 14th.

Mr. Steinmeier reminded everyone a Comprehensive Plan update meeting will be held on September 10th at 7:00pm.

Mr. Megonnell reminded everyone to recycle to help increase the funds received from Waste Management.

Mrs. Zimmerman said she followed a Waste Management truck that picked up trash and recycling in the same truck. She spoke with the driver who informed her that Waste Management sorts the recyclables from the trash.

Ms. England informed the Board there will not be a workshop on September 9th, but there will be one on September 16th prior to the Board meeting.

ADJOURNMENT: 8:00 pm