

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, NOVEMBER 4, 2013**

**CALL TO ORDER – 7:00 p.m.**

**ROLL CALL**

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

Adam Klein, Chairman  
Don Steinmeier, Secretary-Treasurer

**APPROVAL OF MINUTES**

Regular meeting – October 21, 2013 – *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the meeting minutes of October 21, 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:** Senator Rob Teplitz **RE:** Town Hall Meeting – Chairman Klein stated the Town Hall meeting hosted by Senator Teplitz will be held at the Township Building on January 7<sup>th</sup> from 6pm-8pm.

**FROM:** Jason Campbell, SCEMS **RE:** Harrisburg Magazine Article – Mrs. Zimmerman commented that the article features Dave Dugan, a paramedic for South Central EMS. She stated Mr. Dugan was the paramedic who attended to her grandson when he was severely burned. She said she has nothing but admiration for Mr. Dugan and hopes that everyone gets a chance to read the article.

**PUBLIC COMMENT**

Jonathan Chrisemer, 7703 Jonestown Road- Mr. Chrisemer addressed the Board regarding a letter his family received regarding rocks in front of their property. The letter requested the rocks be moved back two feet back from their existing location to avoid problems with the snow plow this winter. He stated the rocks were placed in the spring of 2003 in order to protect their property from damage caused by tractor trailers who were trying to turn around. He said his father contacted the Public Works department who confirmed that the rocks have never caused a problem or damage to snow plows. He asked why the rocks are now an issue after ten years and if other residents who have rocks or ornamental gardens in the Township right of way will be sent letters requesting they be moved.

Mrs. Zimmerman asked the size of the rocks and commented that she drove by the property and does not think the rocks are that big.

Mr. Steinmeier asked if his family ever received permission from the Township to place the rocks in the right of way. Mr. Chrisemer's response was that his family was not given permission by the Township and that the rocks were placed to stop tractor trailers from damaging their property.

Mr. Steinmeier asked if snow plows are damaged who will pay for the repairs.

Mr. Harman, Road Master, confirmed that the rocks are not that big and there has never been a problem with the rocks in their current location.

There was discussion regarding the Township right of ways and that other residents have trees, rocks, etc. in the right of way. Mr. Megonnell suggested that an article be placed in the newsletter regarding the Township right of way.

Bill McCahan, Chairman of the PSAB, reminded the Board that PennDOT made the Township remove rocks from the PennDOT right of way on Route 39. He commented that it is his personal opinion that there should be nothing in the Township right of way.

It was the consensus of the Board to allow the rocks to remain at 7703 Jonestown Road in the current position and that Mr. Harman has the discretion to have residents move items from the right of way if there is a problem.

**PUBLIC HEARING/MEETING: None**

**PRESENTATIONS, STAFF/BOARD REPORTS**

Dixie Fesig, Parks & Recreation Coordinator- Mrs. Fesig reported to the Board the Pumpkin Carving event was held on October 22<sup>nd</sup> at Skyline Park and had 101 participants. Expenses were \$611.27 and income was \$1,246.00. She thanked the volunteers, including Mrs. Zimmerman and Bahret Interior Design for their sponsorship of the event.

**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 November 1, 2013	\$987,302.25
Total Liquid Fuels Balance as of November 1, 2013	\$112,919.64
Total Capital Reserve Fund Balance as of November 1, 2013	\$1,973,958.48

B. Deposit Activity since October 21, 2013

	\$52,029.52
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Mr. Steinmeier reported the gross payroll of November 1, 2013 totaled \$28,337.47. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of November 1, 2013 in the amount of \$28,337.47. Motion passed 4-0 with Mr. Harman abstaining.***

Mr. Steinmeier reported the vouchers prepaid to meet due dates was \$2,810.39. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid to meet due dates in the amount of \$2,810.39. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved is \$118,657.94. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers in the amount of \$118,657.94. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$7,464.25. *Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$7,464.25. Motion passed unanimously.*

## **PLANNING COMMISSION REPORTS AND PLANS**

#2013.02 Fowler Rezoning Request – Authorization to send to Dauphin County Planning Commission for review and set public hearing date of December 16, 2013

*Mr. Steinmeier moved, seconded by Mr. Megonnell to approve application #2013.02 Fowler Rezoning Request to be sent to Dauphin County Planning Commission for review and set a public hearing date of December 16, 2013. Motion passed unanimously.*

#12.003 F/SB/LD Reserve @ Manada Hill Apartments Phase I- FILO Request

Brian Kobularcik, VP of Development for Metropolitan Development Group addressed the Board regarding their request to have the FILO fee be changed from one single payment of \$384,000 to two installments (\$192,000 for Phase 1 and \$192,000 for Phase 2). Solicitor Yost commented that in prior years there have been agreements made with developer's to obtain FILO fees as phases are developed. He recommends that the Board ask for FILO fees for Phase 1. Mr. Kobularcik stated Phase 1 should begin construction in 2014, with Phase 2 construction beginning in 2016.

*Chairman Klein moved, seconded by Mr. Megonnell to approve the \$384,000 FILO fee for the Reserve at Manada Hill Apartment is paid in two installments of \$192,000 for Phase 1 and \$192,000 for Phase 2. Motion passed unanimously.*

## **OLD BUSINESS**

Ordinance 2013-08, Compensation for Supervisors

*Mr. Steinmeier moved, seconded by Mr. Megonnell to adopt Ordinance 2013-08, Compensation for Supervisors.*

*Chairman Klein requested a roll call vote. A yes vote is to adopt the Ordinance; a no vote is to reject the Ordinance.*

*The roll call vote was as follows: Mr. Harman-Yes; Chairman Klein-No; Mr. Megonnell-Yes; Mr. Steinmeier-Yes; Mrs. Zimmerman-Yes. Ordinance 2013-08 was adopted on a 4-1 vote.*

## **NEW BUSINESS**

Motion – Consent Items: Section 607. (4): Improvement Guarantee release/Maintenance Guarantee-Village Glen

*Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the reduction of the Improvement Guarantee for Village Glen by \$112,730.55, leaving a balance of \$0.00 contingent upon posting an 18 month maintenance guarantee in the amount of \$81,723.08. Motion passed unanimously.*

Resolution 2013-46, Accepting Village Glen Drive, Manada Creek Drive

Solicitor Yost commented that he has no problem with the Resolution; however he has some concerns with the deed. He stated that the deed does not need to be part of the Resolution; it can be recorded separately with the Recorder of Deeds office.

***Mr. Megonnell moved, seconded by Mr. Steinmeier to adopt Resolution 2013-46 accepting Village Glen Drive and Manada Creek Drive as public roads. Motion passed unanimously.***

Motion – Copier Lease

Ms. England explained the proposed copier is similar to the current copier and the cost of usage is the same.

***Mrs. Zimmerman moved, seconded by Mr. Harman to authorize the lease of a Toshiba e-studio 4555c from Higher Information Group for a 39-month lease period at a total cost of \$556.46 per month with usage overages in the amount of \$.006 per black/white and \$.05 per color page. Motion passed unanimously.***

Motion – Lower Level Restroom Facilities

Mr. Megonnell said that he did some research regarding the price of toilets; he thinks that the pricing may be high. There was discussion regarding the ADA requirements. He requested that Ms. England obtain two additional proposals. Mrs. Zimmerman asked if the walls are going to be repainted. Ms. England said the walls will be scraped down and a Foster 40-20 fungicidal protection will be applied.

***Mr. Megonnell moved, seconded by Mr. Steinmeier to install two new toilets and have the yellow fixtures removed and capped. Motion passed unanimously.***

***Mr. Megonnell moved, seconded by Mr. Harman to request two additional proposals for restroom renovations. Motion passed unanimously.***

Resolution 2013-47, SB 1 Transportation Funding

There was discussion regarding the uncapping of the Oil Company Franchise Tax. Tom Stewart, the Township alternate representative to CAPCOG explained that the Oil Company Franchise Tax is a tax on oil that is capped at \$1.25/gallon. He commented that it will probably raise the gas tax. CAPCOG is requesting the Township pass the Resolution so they can make a general Resolution from CAPCOG to forward to the legislature to get funding.

***Mr. Steinmeier moved, seconded by Mr. Megonnell to adopt Resolution 2013-47, SB 1 Transportation Funding. Motion passed 3-2 with Chairman Klein and Mrs. Zimmerman voting nay.***

Resolution 2013-48, SB 733 Advertising Requirements

This Resolution supporting SB 733 would allow municipalities the option to electronically publish Legal Notices on their own websites instead of in a newspaper as is currently required by law.

There was discussion about the current newspaper advertising requirements and costs. Mrs. Zimmerman commented that there a lot of elderly residents in the Township who do not have computers.

***Chairman Klein moved to adopt Resolution 2013-48, SB 733 Advertising Requirements. Motion failed for lack of a second.***

Tom Stewart asked that the Board reconsider approving the Resolution. He explained that it does not make the Township advertise on our website, but give us the option to advise on the website at a later date.

***Mr. Megonnell moved, seconded by Chairman Klein to adopt Resolution 2013-48, SB 733 Advertising Requirements.***

***Chairman Klein requested a roll call vote. A yes vote is to adopt the Resolution; a no vote is to reject the Resolution.***

***The roll call vote was as follows: Mr. Harman-Yes; Chairman Klein-Yes; Mr. Megonnell-Yes; Mr. Steinmeier-Yes; Mrs. Zimmerman-No. Resolution 2013-48 was adopted on a 4-1 vote.***

#### Resolution 2013-49, HR 100, Right To-Know Law

There was discussion regarding the amount of time that staff has to devote to Right-to-Know requests. Ms. England said the Township's biggest burdens are from mortgage companies and swimming pool companies. There was discussion if the state may change the rate fee schedule for requests.

***Mr. Megonnell moved, seconded by Mrs. Zimmerman to adopt Resolution 2013-49, HR 100, Right To-Know Law. Motion passed unanimously.***

#### Resolution 2013-50 SB 444, Right-To-Know Law

***Mr. Megonnell moved, seconded by Mrs. Zimmerman to adopt Resolution 2013-50 SB 444, Right-To-Know Law. Motion passed unanimously.***

#### Motion – Dauphin County Hazard Mitigation Plan

Dauphin County Emergency Management Agency is requesting the Township endorse an agreement letter for our intent to participate in their Hazard Mitigation Plan efforts, specifically to secure a grant for the planning process. Bill McCahan commented the Township has two options, sign onto Dauphin County's plan or write our own.

***Mr. Megonnell moved, seconded by Mr. Steinmeier to endorse the agreement letter to participate in the Dauphin County Hazard Mitigation Plan efforts. Motion passed unanimously.***

## **OTHER BUSINESS THAT MAY COME BEFORE THE BOARD**

Ms. England addressed the Board regarding Change Order E-7 for the Recreation Center renovation project. There have been ongoing issues with the hardware/security of the door to the Social Hall at the Recreation Center. Previously the Board approved Change Order E-6 for \$1,430 to provide an electric strike on the door to solve the issue. An alternative solution has been found to put new closure arms on the exterior face which will enable the mag lock to be installed per the contract. Kolva has supplied the Change Order E-7 decreasing the contract amount by \$1,430, essentially negating the previously approved Change Order. The Township will be billed approximately \$500 by the subcontractor for this closure modification.

***Mr. Megonnell moved, seconded by Mr. Harman to approve Change Order E-7 for the Recreation Center renovation project. Motion passed unanimously.***

Ms. England addressed the Board regarding the pension plan. She has reviewed the plan update provided by Principal and thinks it may contain an error. There was discussion to confirm that the Board wanted to define eligible employees as full time employees and increase the eligibility service to one year with at least 1,500 hours of service for employer contributions. The Board confirmed the requirements for eligibility. The plan update has the hours of service listed as 1,000. The error is a result of the definition of "eligibility service" listed in the plan. In order to amend the plan a Resolution must be passed.

***Mr. Megonnell moved, seconded by Mr. Steinmeier to adopt Resolution 2013-51, Pension Plan Revision to Hours. Motion passed unanimously.***

Mrs. Zimmerman brought up that at the fire station the lights in the bay area and the parking lot are still not working properly. The parking lot lights are on 24 hours a day and the bay lights are not coming on as originally programmed. Bill McCahan said the problem with the bay lights is a programming problem and the programming is very sophisticated. Chairman Klein suggested that the parking lot lights be programmed for dusk to dawn service.

Mrs. Zimmerman brought up that at the September 3<sup>rd</sup> meeting the Board made a motion to put out a bid for the sign at the fire station, as of today this has not been done. She provided the specifications to Ms. England and the mason is ready to build the foundation.

**PUBLIC COMMENT: None**

## **SUPERVISORS COMMENTS**

Mrs. Zimmerman stated the Fall Harvest and Haunted Hayride sponsored by the Fire Company was a great success; approximately 1400 people attended the event. She congratulated the Fire Company for a job well done.

Mr. Harman seconded Mrs. Zimmerman's comments congratulating the fire company.

Mr. Megonnell stated the Gaming Grant presentations will be held on November 13<sup>th</sup> beginning at 6:30pm. It was the consensus of the Board that Chairman Klein will speak on behalf of the Township.

Representatives from the Fire Company will also be in attendance. The Board will meet at 5:30pm to carpool to the meeting.

Mr. Steinmeier asked for confirmation of the workshop on November 11<sup>th</sup> at 6:00pm. Ms. England confirmed the date and time.

The Board reminded everyone to get out and vote on Election Day.

**ADJOURNMENT: 7:50 pm**