

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, JANUARY 6, 2014**

CALL TO ORDER

Mr. Klein opened the meeting.

REORGANIZATION OF THE BOARD OF SUPERVISORS

Mr. Megonnell nominated Mr. Klein for Chairman, Mrs. Zimmerman seconded the nomination. There were no further nominations.

Mrs. Zimmerman made a motion to keep the Board Officers the same as 2013. Mr. Klein will hold the position of Chairman, Mr. Megonnell will hold the position of Vice Chairman, and Mr. Steinmeier will hold the position of Secretary/Treasurer. The motion passed unanimously.

Chairman Klein called the meeting to order with the Pledge of Allegiance followed by the invocation.

ROLL CALL

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

Adam Klein, Chairman
Don Steinmeier, Secretary-Treasurer

APPROVAL OF MINUTES

Regular meeting – December 16, 2013- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the regular meeting minutes of December 16, 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: Citizen Communication Contest- Mr. Megonnell commented that there were positive comments for the 2013 Recycling Guidelines Brochure.

FROM: PSATS RE: News Bulletin-Mrs. Zimmerman commented that HB 1706 will increase the maximum loan amounts and payment periods for volunteer emergency responders.

FROM:Center for Rural Pennsylvania RE: Rural Perspective Newsletter- Mrs. Zimmerman commented on the article regarding research on Home and Community-Based Alternatives to Nursing Homes. She brought up that about ten years ago she asked the Planning Commission to look into ECHO Housing. ECHO Housing is a small, temporary housing unit that can be installed in a backyard so that older family members can live independently yet close to their family. She

commented that assisted living and nursing homes are very expensive and this concept may benefit the Township.

Mrs. Zimmerman moved, seconded by Mr. Harman to have the Planning Commission review the requirements for ECHO Housing and how it might fit into the Township's Ordinances. Motion passed unanimously.

PUBLIC HEARING/MEETINGS: None

PRESENTATIONS, STAFF/BOARD REPORTS

Mrs. Zimmerman thanked Mr. Rosario, Zoning Administrator, for his yearly report. She commented that he did an excellent job.

PUBLIC COMMENT

Mr. Megonnell addressed the Board regarding an incident on Friday at Fairville Park. Mr. Megonnell approached Mr. Bishop and his son as they were exiting the woods with flintlocks. Mr. Megonnell asked what they were doing, Mr. Bishop replied hunting, and Mr. Megonnell informed him that there is no hunting on Township property. Mr. Bishop said the property is not posted. Mr. Megonnell invited Mr. Bishop to attend this evening's meeting to address the Board.

Robert Bishop, 7660 Green Hill Road- Mr. Bishop addressed the Board regarding his request to hunt on Township property. He presented the Board with a handout from the Pennsylvania Game and Wildlife Code, Title 34, Protection of institutions, parks, and resorts. He briefly reviewed the code which addressed posting requirements. He addressed that the Pennsylvania Game Commission allows hunting on county and municipal parks and recreation areas. He commented that he is not trying to turn Fairville Park into a hunting area. He pointed out that the park is not private property but public land. Mr. Bishop stated that according to Title 34, any property that is not to be hunted on must be posted.

Mr. Megonnell commented that Mr. Bishop should have asked the Board for permission to hunt at the park.

There was general discussion regarding the rules set forth by the Pennsylvania Game Commission. Mr. Bishop requested that a WCO attend a Township meeting to clarify the rules/requirements for the residents.

There was discussion regarding the need of the Township to post the parks.

PRESENTATIONS, STAFF/BOARD REPORTS

Mrs. Zimmerman brought up the memo from Mrs. Fesig, Parks & Recreation Coordinator, regarding the outstanding construction issues. Mrs. Fesig is in the process of completing the proper forms to the contractors to get the issues resolved. There was discussion that there is a one year maintenance period on the project from the contractors.

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 January 3, 2014	\$1,360,803.53
Total Liquid Fuels Balance as of January 3, 2014	\$ 112,947.95
Total Capital Reserve Fund Balance as of January 3, 2014	\$975,153.11

B. Deposit Activity since December 16, 2013

\$28,795.18

Mr. Steinmeier reported the gross payroll of December 27, 2013 totaled \$36,068.88. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of December 27, 2013 in the amount of \$36,068.88. Motion passed 4-0 with Mr. Harman abstaining.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates was \$54,405.29. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid to meet due dates in the amount of \$54,405.29. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$47,574.69. *Mrs. Zimmerman moved, seconded by Mr. Harman to approve the vouchers in the amount of \$47,574.69. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$2,321.06. *Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$2,321.06. Motion passed unanimously.*

PLANNING COMMISSION REPORTS AND PLANS: None

OLD BUSINESS: None

NEW BUSINESS

Motion – Consent Items: Section 607. Improvement Guarantee Release 01.004 Funck

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the reduction of the Improvement Guarantee for Funck’s Texaco Land Development Plan by \$9,913.25, leaving a balance of \$0.00. Motion passed unanimously.

Ordinance 2014-01, Tax Collector Fees

Mr. Megonnell moved, seconded by Mr. Steinmeier to adopt Ordinance 2014-01, Tax Collector Fee. Motion passed 4-0, with Mrs. Zimmerman abstaining.

Resolution 2014-01, Appointment of Secretary/Treasurer and Assistant- Mr. Steinmeier was appointed as Secretary Treasurer at the beginning of the meeting. *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2014-01, appointing Mr. Steinmeier as Secretary/Treasurer and Ms. Riley as Assistant Secretary/Treasurer. Motion passed unanimously.*

Resolution 2014-02, Appointment of Solicitor- *Mr. Steinmeier moved, seconded by Mr. Megonnell to approve Resolution 2014-02, appointing the firm of Yost and Davidson as Township Solicitor. Motion passed unanimously.*

Resolution 2014-03, Appointment of Township Engineer –*Mr. Steinmeier moved, seconded by Mr. Harman to approve Resolution 2014-03, appointing Herbert, Rowland, and Grubic as Township Engineer. Motion passed unanimously.*

Resolution 2014-04, Appointment of Roadmaster- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2014-04, appointing Harold Harman as Township Roadmaster. Motion passed 4-0 with Mr. Harman abstaining.*

Resolution 2014-05, Appointment of Auditing Firm- *Mr. Megonnell moved, seconded by Mr. Steinmeier, to approve Resolution 2014-05, appointing the firm of Hamilton & Musser PC as Township Auditors. Motion passed unanimously.*

Resolution 2014-06, Appointment of SEO and Alternate- *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2014-06, appointing Brian S. McFeaters as Township SEO and Nelson L. Zeigler as the Alternate. Motion passed unanimously.*

Resolution 2014-07, Appointment of Accounting Firm- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier, to approve Resolution 2014-07, appointing the firm of Diana M. Reed & Associates PC as the Township Accountant. Motion passed unanimously.*

Resolution 2014-08, Manager and Treasurer Bond Limit- *Mrs. Zimmerman moved, seconded Mr. Steinmeier to approve Resolution 2014-08, setting the bond limits for the Manager, Secretary/Treasurer, Assistant Secretary/Treasurer, Administrative Assistant, and Parks & Recreation Director. Motion passed unanimously.*

Resolution 2014-09, Appointment to Vacancy Board- *Mrs. Zimmerman moved, seconded by Mr. Harman to approve Resolution 2014-09, appointing Brian Jacobeen to the Vacancy Board. Motion passed unanimously.*

Resolution 2014-10, Appointment of EAC members- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2014-10, appointing Carol Buskirk to Seat #1, Evelyn Burton to Seat #2, and Patti Estheimer to Seat #3 for a three year term on the EAC. Motion passed unanimously.*

Resolution 2014-11, Appointment of Park & Rec Board members- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2014-11, appointing Jeff Holt to Seat #3 and Tom Stewart to Seat #4 for a five year term on the Park & Rec Board. Motion passed unanimously.*

Resolution 2014-12, Appointment of Planning Commission members- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2014-12, appointing Mr. Longenecker to Seat #1 for a four year term on the Planning Commission and to leave Seat #4 Vacant until the Planning Commission meets with any interested volunteers. Motion passed unanimously.*

Resolution 2014-13 Appointment of PSAB Citizen At Large- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2014-13, appointing Robert Garland as Citizen at Large on the Public Safety Advisory Board for the 2014 Calendar year. Motion passed unanimously.*

Resolution 2014-14, Appointment of Water and Sewer Authority members- ***Mr. Steinmeier moved, seconded by Mrs. Zimmerman to approve Resolution 2014-14, appointing Nathan Jovanelly to Seat #3, to a five year term on the Water and Sewer Authority. Motion passed unanimously.***

Resolution 2014-15, Appointment of Zoning Hearing Board members – Mrs. Zimmerman asked Mr. Rosario, Zoning Administrator, if he has ever had to call on alternates to attend a hearing and if so what was the response. Mr. Rosario stated that Mr. Rogers has been contacted on a number of occasions and has either not responded or was unable to attend as an alternate to the hearing.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2014-15, appointing Matt Miller to Seat #3, to a five year term on the Zoning Hearing Board and to leave alternate #2 position open at this time. Motion passed unanimously.

Resolution 2014-16, Appointment of SCEMS Representative- ***Mr. Megonnell moved, seconded by Mr. Harman to approve Resolution 2014-16, appointing Todd Hoffman to a one year term on the South Central EMS Board. Motion passed unanimously.***

Resolution 2014-17, Appointment to Dauphin County Tax Collection Committee-***Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2014-17, appointing Mr. Steinmeier as the delegate on the Dauphin County Tax Collection Committee for the 2014 Calendar year. Motion passed unanimously.***

Mr. Steinmeier moved, seconded by Mr. Megonnell to approve Resolution 2014-17, appointing Mrs. Zimmerman as the alternate delegate on the Dauphin County Tax Collection Committee for the 2014 Calendar year. Motion passed unanimously.

Resolution 2014-18, Appointment to CapCOG -***Mr. Megonnell moved, seconded by Mr. Harman to approve Resolution 2014-18, appointing Jay Megonnell to serve as the representative and Tom Stewart as the alternate representative to the Capital Area Council of Governments for 2014. Motion passed unanimously.***

Resolution 2014-19, Appointment to W.E.S. Business Association- ***Chairman Klein moved, seconded by Mr. Harman to approve Resolution 2014-19, appointing Gloria Zimmerman as representative and Jay Megonnell as the alternate representative to the W.E.S. Business Association for the 2014 Calendar year. Motion passed unanimously.***

Resolution 2014-20, Appointment of Fire Marshal- ***Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2014-20 appointing Bruce Hetrick as the Fire Marshal for a four year term to expire December 31, 2017. Motion passed unanimously.***

Resolution 2014-21, Compensation for Zoning Hearing Board and Water & Sewer Authority- ***Mrs. Zimmerman moved, seconded by Mr. Harman to approve Resolution 2014-21, establishing the compensation for the Zoning Hearing Board and the Water & Sewer Authority. Motion passed unanimously.***

Resolution 2014-22, Appointment of Depository for Township funds- ***Mr. Megonnell moved, seconded by Mr. Steinmeier, to approve Resolution 2014-22, designating Fulton Bank as the official depository for Township funds and Mid Penn bank as the official depository of investment funds. Motion passed unanimously.***

Resolution 2014-23, Authorization of Official Signatures- *Mr. Megonnell moved, seconded by Mr. Steinmeier, to approve Resolution 2014-23, authorizing any two of the following individuals to sign checks and conduct business: Chairman, Vice Chairman, Secretary/Treasurer, and Assistant Secretary/Treasurer. Motion passed unanimously.*

Resolution 2014-24, Authorization to pay in advance –*Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Resolution 2014-24, authorizing invoices to be paid in advance of regular Board meetings in order to meet due dates and/or avoid penalties. Motion passed unanimously.*

Resolution 2014-25, Establishment of Township Holidays- Mrs. Zimmerman suggested that the day after Thanksgiving be replaced by Veteran’s Day. Chairman Klein agreed as he commented the Township building should not be closed for two consecutive days.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Resolution 2014-25, setting the Township holidays for 2014 as amended. Motion passed 4-0, with Mr. Harman abstaining.

Resolution 2014-26, Meeting dates for 2014- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2014-26, the meeting dates for 2014. Motion passed unanimously.*

Mrs. Zimmerman commented that the Historical Society will meet the 3rd Thursday of every 3rd month at the Recreation Center.

Resolution 2014-27, 2014 PSATS Delegates- *Mrs. Zimmerman moved, seconded by Mr. Harman to approve Resolution 2014-27, establishing Mr. Megonnell as the voting delegate and Mr. Steinmeier as the alternate for the 2014 PSATS convention. Motion passed unanimously.*

Mr. Harman commented that the Codes and Zoning Officers should attend the PSAT’s convention if there are seminars/classes that they are interested in attending.

Resolution 2014-28, Appointment of Fire Company Liaison- *Chairman Klein moved, seconded by Mr. Harman to approve Resolution 2014-28 appointing Mrs. Zimmerman as the liaison and Mr. Megonnell as the alternate liaison for the Board of Supervisors to the Fire Company. Motion passed unanimously.*

Resolution 2014-29, Appointment of Elected Auditor- *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve Resolution 2014-29, appointing Neil Shatto to Seat #1, for a two year term as an Elected Auditor. Motion passed unanimously.*

Resolution 2014-30, Tax Collector Fees- *Mr. Steinmeier moved, seconded by Mr. Megonnell to approve Resolution 2014-30, Tax Collector Fees. Motion passed 4-0, with Mrs. Zimmerman abstaining.*

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD: None

PUBLIC COMMENT

Tom Stewart, 7795 Manada Creek Drive- Mr. Stewart commented he wanted to publically thank the Township staff for all their help in getting the tax collector’s office open for 2014.

Al Brulo, Herbert, Rowland, & Grubic- Mr. Brulo thanked the Board for reappointing Herbert, Rowland, & Grubic as the Township Engineer.

Mr. Brulo commented that a few years ago he asked for permission to hunt on Township property, which was denied. He thinks that an Ordinance was passed regarding no hunting on Township property; he suggested that staff review the Township Ordinances. In reference to the construction issues at the Recreation Center, he reminded everyone there is a one year correction period with a performance bond.

SUPERVISORS COMMENTS

Mrs. Zimmerman requested that the Water & Sewer Authority meeting minutes be included in the Board packets.

Mrs. Zimmerman reminded everyone that Senator Teplitz is holding a Town Meeting tomorrow evening at 6:00 pm at the Township Building and Representative Marsico is holding a Transportation Funding Meeting on January 17th at 9:30 am at the Lower Paxton Township Municipal Building.

Mr. Rosario, Zoning Administrator, reminded everyone there is a COMP Plan meeting on January 23rd at 5:30 pm at the Township Building.

Mr. Megonnell reminded everyone to not push snow in the middle of the road or onto your neighbor's property.

Mr. Megonnell brought up that some additional work needs to be done on the lower level of the Township building. He commented that drywall needs to be completed as well as holes need to be repaired where the pipe was removed and replaced. Mrs. Zimmerman commented that the new heating ducts should be up to code. She said she is not happy with the work that has been completed on the project. Mr. Steinmeier commented that the bathrooms need to be painted; Mrs. Zimmerman suggested that we get quotes to have the entire lower level painted. Ms. England will obtain estimates for painting and to repairs the holes and report back to the Board.

Mr. Steinmeier stated that he will attend the January 17th Transportation Funding Meeting, he suggested that Mr. Harman attend as well. He requested an Executive Session to discuss personnel issues and policies. Ms. England said the Executive Session can be held on January 13th at 6:00pm prior to the workshop.

ADJOURNMENT: 8:05 PM