

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, JUNE 2, 2014**

CALL TO ORDER

Chairman Klein called the meeting to order at 7:00 PM followed the Pledge of Allegiance and the invocation. He informed the public that an Executive Session was held at 6:00pm to discuss personnel and legal issues.

ROLL CALL

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

Adam Klein, Chairman
Don Steinmeier, Secretary-Treasurer

APPROVAL OF MINUTES

Regular meeting- May 19, 2014- *Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the regular meeting minutes of May 19, 2014. Motion passed 4-0 with Chairman Klein abstaining.*

CORRESPONDENCE

Chairman Klein briefly reviewed the correspondence items and informed the public that all correspondence is available for review. The following item was discussed.

FROM: Hospice RE: Butterfly Release Ceremony- Mr. Megonnell asked if the Township made a donation in memory of Julie Hoepfer. Ms. Riley confirmed the Township made a donation in memory of Julie.

PUBLIC COMMENT

Vicki Williams, 13 Meadow Run Place- Mrs. Williams addressed the Board regarding the problem with high weeds and thistles from the Arondale Development that is adjacent to Country Manor Farms. She commented that she has come to the Board in the past two years regarding the same issue. Mrs. Williams presented the Board with a letter that the Arondale Homeowners Association sent to residents of Country Manor Farms regarding the grounds maintenance schedule. Landscaping was completed on Memorial Day and is scheduled for July 4th and Labor Day. She commented that the proposed schedule is not adequate to control the weeds and thistles and would like the Board to contact the Arondale Homeowners Association to address the problem. Mr. Rosario will confirm who is the contact for the Homeowners Association and will have the Codes Enforcement Officer address the problem. Chairman Klein stated the Board will take the appropriate action to resolve the problem.

Mr. Steinmeier thanked Mrs. Williams for bringing the problem to the attention of the Board.

PUBLIC HEARING/MEETINGS: None

PRESENTATIONS, STAFF/BOARD REPORTS

Mr. Megonnell requested that the June staff calendar be forwarded to the Board.

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 May 30, 2014	\$1,228,630.05
Total Liquid Fuels Balance as of May 30, 2014	\$407,594.35
Total Capital Reserve Fund Balance as of May 30, 2014	\$1,429,093.08

B. Deposit Activity since May 20, 2014 \$46,319.20

Mr. Steinmeier reported the gross payroll of May 30, 2014 totaled \$25,025.11. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of May 30, 2014 in the amount of \$25,025.11. Motion passed 4-0 with Mr. Harman abstaining.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates was \$21,141.82. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid to meet due dates in the amount of \$21,141.82. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$50,665.79. Mr. Megonnell asked for clarification of the payment to Wex Bank. Ms. Riley commented that the payment is for fuel for Township vehicles. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers in the amount of \$50,665.79. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$2,320.86. *Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$2,320.86. Motion passed unanimously.*

PLANNING COMMISSION REPORTS AND PLANS: None

OLD BUSINESS: None

NEW BUSINESS

Motion – Consent Items: Section 607. (4): Improvement Guarantee Reduction #4, Capital Baptist Church- Chairman Klein briefly reviewed the project and the remaining items that need to be completed. Mrs. Zimmerman asked if a time limit can be placed on the issue of completing the project specifically the Stormwater management item.

Mr. Steinmeier moved, seconded by Mr. Megonnell to approve the reduction of the Improvement Guarantee #4 for Capital Baptist Church by \$9,360.00 from the current amount of \$34,352.50 leaving a balance of \$24,992.50. Motion passed unanimously.

Solicitor Yost suggested that the Township send a letter to Capital Baptist Church to get the work completed. It was the consensus of the Board to send a letter to church.

Motion-Authorization to Hire Part Time Recreation Staff- Chairman Klein briefly reviewed the applicants and pay rate recommended by Mrs. Fesig.

Mr. Steinmeier moved, seconded by Mrs. Zimmerman to approve the hiring of Mary Lou Adams and Margie Stahr at the pay rate \$12.00 per hour to start, with a 90-day probation period as part time Park & Recreation Assistants. The employees will start work as soon as they are available. Motion passed unanimously.

Motion- Township Funding of Fire Company Heavy Duty Rescue Truck- Mr. Rosario addressed the Board regarding the releasing of the Township funds allocated for the purchase of the Heavy Duty Rescue Truck. He informed the Board that the \$340,000 grant from Dauphin County has been forwarded to the manufacturer. As this time Mr. Rosario has not received a letter of surety regarding the loan the Fire Company. He asked if the Board wants to issue the allocated funds without documentation of the loan. Mrs. Zimmerman commented that they are working on the application which is very lengthy and there are portions which must be completed by the Township. There was general discussion regarding the loan application and the allocated funds.

Mrs. Zimmerman moved, seconded by Mr. Harman to release the Township funds allocated for the purchase of the Heavy Duty Rescue Truck. Motion passed unanimously.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mr. Megonnell asked Mr. Rosario if he confirmed how the DEP Recycling Grant, Section 904 can be used. Mr. Rosario stated the grant can be used for educational purposes, as well as recycling programs. Mr. Megonnell asked if the grant is deposited in a separate fund. Ms. Riley said the money is deposited in the general fund but coded specifically to Recycling Grants. Solicitor Yost suggested that any funds used from the grant be coded to reflect use of the funding.

Mr. Megonnell brought up the problems with the outside lighting at the Fire Station. He commented that this has been an ongoing problem. There was discussion of the training provided, and that system should be converted to a dusk to dawn program. Mr. Megonnell brought up that it will cost \$1,600 to have the manufacturer resolve the problem and train the Fire Company. Mr. Rosario commented the Township has the O/M manuals. Solicitor Yost suggested that Mr. Rosario contact the architect to see who was responsible for each phase of the lighting system.

Mrs. Zimmerman commented on the grass in front of the Fire Station she said it must have frozen out over the winter.

Mr. Steinmeier asked when the road inspection will be held. It was the consensus of the Board to meet on June 9th at 6:00pm for the road inspection.

Mrs. Zimmerman brought up that the drain on the west corner of the Fire Station sits up too high and needs to be lowered. Mr. Harman said he would look into the problem.

PUBLIC COMMENT: None

SUPERVISORS COMMENTS

Mrs. Zimmerman asked Mr. Rosario how was the first day for the new Zoning Administrative Assistant. He commented that she had a good day and the staff will help her transition into the job.

Mr. Harman thanked the Township staff for all their hard work.

Mr. Megonnell commented that the Township newsletter looks good and is very informative. He thanked the staff for pulling together and keeping the office running. He brought up the following upcoming Township events:

- June 10th is the first “Movie in the Park Night”- “The Nut Job” will be shown.
- June 12th- Senior Center Lunch and Program
- June 13th-Strawberry Social

There is a shredding event on June 7th from 10:00am-12:00pm at Thomas Holtzman Elementary School at 1910 Linglestown Road. Residents can bring up to four boxes of documents to be shredded free of charge.

The Fire Company will present a report to the Board of Supervisors at the meeting on the third Monday of the month.

Mr. Steinmeier commented that he will attend the HATS meeting on June 6th. He will bring up the suggested traffic signal at Rt. 22 & Bretz Drive. Solicitor Yost brought up that he thinks the Township has funds from developers who contributed towards the proposed traffic signal at Bretz Drive and Rt. 22. He suggested that Mr. Rosario review the Township files.

ADJOURNMENT: 7:40 PM