

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

CALL TO ORDER

Chairman Klein called the meeting to order at 7:00 PM followed the Pledge of Allegiance and 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 –September 15, 2014- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the regular meeting minutes of September 15, 2014. Motion passed 4-0, with Mr. Megonnell abstaining.*

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: September News Bulletin- Mr. Megonnell asked if anyone was interested in participating in the 457 Plan webinar being held on October 23. Mr. Rosario will handle registration.

FROM: Pennsylvania American Water RE: Water Leak, 305 Short Street- Mr. Rosario informed the Board that the leak was repaired by the Public Works department.

FROM: Paxtang Borough Police Department RE: Request for Fire Police Assistance- The Paxtang Borough Police department is requesting assistance from the Township Fire Police on October 28th for the Paxtang Lions Club Halloween parade.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to authorize the Township Fire Police to assist the Paxtang Borough Police on October 28th for Paxtang Lions Club Halloween parade.

PUBLIC COMMENT

Scott Zeller, 117 Radle Road- Mr. Zeller addressed the Board regarding a problem he had when he found a stray dog in his neighborhood. He asked if the Board would consider entering into a contract with the Humane Society for assistance with lost and found pets. Chairman Klein commented that years ago the Township terminated the contact due to cost and the lack of value. He said he has no problem with getting information from the Humane Society to see what options are

available for the Township; Mr. Rosario will contact the Humane Society to obtain information. Mr. Zeller thanked Mr. Harman for having the Public Works department pick up the trash in his neighborhood. He asked if the street sweeper could be used more frequently in Bradford Estates and along Jonestown Road. Mr. Harman commented that the department is short staffed, but he will get the street sweeper to the neighborhood as soon as possible. Mr. Zeller said that residents are parking on both sides of Bradford Boulevard around the circle, which makes that part of the street extremely narrow and dangerous. He asked if “No Parking” signs could be installed; Chairman Klein suggested that the PSAB look into the situation.

Charles Barnes, 212 Berkstone Circle-Mr. Barnes addressed the Board regarding his problems with the Park & Recreation director not allowing parents to be allowed in the children’s karate class. He asked Mrs. Fesig to set up tables and chairs for parents and siblings to sit in the class. He showed the Board a sign that placed on the door that read “Only Students Allowed in Class” and that the chairs and tables were removed. Mrs. Zimmerman said the sign is Township property and should not have been removed. He asked why motions detectors were installed and then removed in the bathroom, he asked why this happened and where they are now. He asked for a copy of the Parks & Recreation budget but only received a year to date report. Mrs. Zimmerman said the instructors do not want anyone but students in the class room due to safety concerns. She asked Mr. Barnes where he got the sign that he showed the Board; he said he took it from the door at the recreation center. Chairman Klein stated the instructor should set the rules for the class. Mr. Barnes said the instructor has no problem with parents and siblings in the classroom. Mr. Rosario said he spoke with the instructor and that he does not want anyone but students in the classroom. Chairman Klein suggested that the instructor attend the next Board meeting to discuss the issue. Mr. Barnes asked for a detailed budget that shows all revenue and expenses; Chairman Klein said that Mrs. Fesig will provide a list of revenue and expenses. Mrs. Zimmerman said that Mrs. Fesig would not make any changes to the recreation center without Board approval. Chairman Klein asked Mr. Barnes to leave the sign since it is Township property and advised him to not to remove anything from the recreation center in the future.

PUBLIC HEARING

Yingst Rezoning- 2014.06– Refer to transcript.

When the Board of Supervisors receives and reviews the recommendations from the Dauphin County Planning Commission a date will be set to vote on the rezoning request.

PRESENTATIONS, STAFF/BOARD REPORTS- Mr. Megonnell informed the audience that the Township is now receiving reports from the State Police on any reportable crash investigations or criminal investigations that occur in the Township. He said all reports are available for the residents to review. Mrs. Zimmerman thanked Mr. Megonnell for his work with the State Police to obtain the information regarding incidents that occur within the Township.

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 October 3, 2014	\$1,357,475.85
Liquid Fuels Balance as of October 3, 2014	\$407,850.76
Capital Reserve Fund Balance as of October 3, 2014	\$988,239.64

B. Deposit Activity since September 15, 2014

\$76,322.11

Mr. Steinmeier reported the gross payroll of September 19, 2014 totaled \$28,650.06. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of September 19, 2014 in the amount of \$28,650.06. Motion passed 4-0 with Mr. Harman abstaining.***

Mr. Steinmeier reported the gross payroll of October 3, 2014 totaled \$30,935.41. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of October 3, 2014 in the amount of \$30,935.41. Motion passed 4-0 with Mr. Harman abstaining.***

Mr. Steinmeier reported the vouchers prepaid to meet due dates was \$31,113.50. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid to meet due dates in the amount of \$31,113.50. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved is \$212,572.28.

Mr. Megonnell asked for clarification on the invoice from C. M. High for signal light repair. Mr. Harman explained that a tractor trailer damaged the signal.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers in the amount of \$212,572.28. Motion passed unanimously.

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$6,328.19. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$6,328.19. Motion passed unanimously.***

PLANNING COMMISSION REPORTS AND PLANS

Creekvale Phase 1- 12.007- Mr. Rosario briefly reviewed that there are new builders for the development and the footprints have slightly changed. The new footprints reflect expanded driveways that will fit two cars and the removal of six overflow parking spaces. The changes will result in more green space for the community. Mrs. Zimmerman asked if the front of the development is still commercial; Mr. Rosario confirmed that will be commercial.

Mr. Steinmeier moved, seconded by Mr. Megonnell to approve the final land development plan for Creekvale Phase 1, as presented on October 6, 2014. Motion passed unanimously.

Uhrich Subdivision-14.002- Ben Heisey from R.J. Fisher the applicant's engineer addressed the Board regarding the request for subdivision. The applicant is requesting that the existing lot be subdivided into two separate lots. Lot #1 has a home on it and lot #2 will be a vacant lot with no development at this time. There were general questions regarding the lot sizes and driveways for the properties.

Mrs. Zimmerman moved to approve the Uhrich Subdivision.

Erin Letavic from HRG stated that the plan has been reviewed and they had comments which were addressed by the applicant's engineer. Ms. Letavic has not had an opportunity to review their responses to HRG's comments. Chairman Klein suggested the Board wait for HRG to provide their comments.

Chairman Klein moved, seconded by Mr. Megonnell to table the proposed Uhrich Subdivision 14.002 until October 20, 2014. Motion passed unanimously.

OLD BUSINESS

Motion – Park & Recreation Board Member

Chairman Klein moved, seconded by Mr. Megonnell to appoint Jan Bahret, Gloria Zimmerman, and Michael Karp to the Park & Recreation Board. Motion passed 4-0, with Mrs. Zimmerman abstaining.

Motion – Manor Drive & Rabbit Lane Culvert Project-Pay Application #2- Erin Letavic from HRG reminded the Board that at the September 15th meeting they requested a revised pay application due to the improper installation of the specified pavement section. The Board requested a bond guarantee with a clause that states if the project does not hold up then the job must be redone at no cost to the Township. Ms. Letavic informed the Board that the maintenance bond will be set at \$33,200.00 and asked them if they would prefer it for two or three years. Mr. Harman recommended that the bond be for two years.

Mr. Harman moved, seconded by Mr. Steinmeier to approve Pay Application #2 for Farhat Excavating, LLC in the amount of \$37,639.75 for the Manor Drive and Rabbit Lane Culvert project. Motion passed 4-1, with Mrs. Zimmerman voting nay.

Mr. Harman moved, seconded by Mr. Megonnell to approve a two year maintenance bond for the project. Motion passed 4-1, with Mrs. Zimmerman voting nay.

Solicitor Yost questioned if there will be a maintenance bond for eighteen months and an additional two year bond. Ms. Letavic explained that there will be the typical eighteen month correction period for the entire project and an additional year of operation insurance. In addition there will be a two year maintenance bond for the pavement section only. The two year maintenance bond for the pavement section will overlap with the typical eighteen month correction period. There is approximately \$13,000.00 being held which includes 5% retainage. Ms. Letavic explained that prior to final payment the maintenance bond must be secured and undated. Solicitor Yost suggested that final payment should not be made until the \$33,200.00 maintenance bond has been received.

Chairman Klein moved, seconded by Mr. Harman to approve Pay Application #2 for Farhat Excavating, LLC in the amount of \$37,639.75 for the Manor Drive and Rabbit Lane Culvert project subject to having the executed bond in the amount of \$33,200.00. Motion passed 4-1, with Mrs. Zimmerman voting nay.

NEW BUSINESS

Motion – Consent Items: Section 607. (4): Improvement Guarantee Reduction #5 (Final) Capital Baptist Church; Maintenance Guarantee Capital Baptist Church

Mr. Steinmeier moved, seconded by Mr. Harman to approve the Improvement Guarantee Reduction for Capital Baptist Church by \$24,992.50 from the current amount of \$24,992.50 leaving a balance of \$0.00 contingent upon posting an 18 month maintenance guarantee in the amount of \$22,184.25 Motion passed unanimously.

Motion- Authorization to Purchase Senior Van- The Board had several questions regarding the request to purchase a new van. Mrs. Zeiters, the van program coordinator was not at the meeting to answer the questions. Chairman Klein asked that Mrs. Zeiters attend the October 20th meeting to answer the Board's questions.

Chairman Klein moved, seconded by Mrs. Zimmerman to table the request for authorization to purchase a new senior van. Motion passed unanimously.

Motion- Scope of Work, CDBG-DR project -Ms. Letavic briefly reviewed the \$70,000.00 Community Development Block Grant-Disaster Recover grant. The culverts that will be repaired are located on Devonshire Heights Road. All expenses for the project are covered by the grant and therefore there is no cost to the Township. The project will take approximately four months to complete.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the Scope of Work for the Community Development Block Grant-Disaster Recover grant Motion passed unanimously.

Motion- Policy regarding Township Property & Buildings- Mr. Rosario briefly reviewed the memo regarding the transfer or sale of Township property as well as building alterations. He explained that this policy has already been in place, this memo is being resent as a reminder.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the Township Policy regarding sale of equipment and building alterations. Motion passed unanimously.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mrs. Zimmerman brought up the issue of closing the Township building on Election Day.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to close the Township office on Election Day and allow the Public Works department to have off on December 1st as a flex day.

Mr. Megonnell commented that the staff will not be affected by the voters and he is opposed to closing the office. Mr. Rosario said that the way the office is set up you can't separate staff from the election process. Chairman Klein said that he agrees with Mr. Megonnell. There was discussion that the recreation department will be given a flex day, since they will be selling food at precinct two on Election Day. Chairman Klein requested a roll call vote.

Mr. Harman voted yes, Chairman Klein voted no, Mr. Megonnell voted no, Mr. Steinmeier voted yes, Mrs. Zimmerman voted yes. Motion passed 3-2 to close the Township office on Election Day.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to give the Public Works department off on December 1st as a flex day from Election Day.

There was a roll call vote.

Mr. Harman abstained, Chairman Klein voted yes, Mr. Megonnell voted no, Mr. Steinmeier voted yes, Mrs. Zimmerman voted yes. Motion passed 3-1.

Mrs. Zimmerman reminded everyone of the upcoming events:

- Pumpkin Carving –October 21st
- Fire Company Haunted House/Hay Ride- October 17th-18th and 24th-25th
- Halloween-October 30th

Mr. Harman addressed the Board about purchasing a new snow plow for his truck and giving his current snow plow to the Parks & Recreation department so they can plow at the recreation center and the Township office. He received a price of \$4,400 from AJ's Truck & Trailer Sales and asked for Board approval to place an order for the plow. Mr. Steinmeier suggested that he check with Walter's on Linglestown Road for prices as well. The Public Works department will install the plow on the Parks & Recreation truck.

Mrs. Zimmerman moved, seconded by Mr. Megonnell to authorize Mr. Harman to place an order for a snow plow not to exceed \$4,500.00. Motion passed unanimously.

Mr. Megonnell commented that there is a Dauphin County Planning Outreach seminar on November 6th. He asked Mr. Rosario to get information on the seminar.

Mr. Steinmeier said he has received numerous complaints regarding the abandoned house on Devonshire Heights road. He stated that the Township needs to find the owners of the property. Mr. Rosario stated the staff has tried to find the owner but the last address the owner gave to the post office turned out to be a vacant lot.

Mr. Steinmeier commented that he spoke with a staff representative from Senator Teplitz's office regarding the unfunded mandates for sewer project for Holiday Park and Houck Manor. Mr. Steinmeier thinks that DEP should fund half of the project. Mr. Steinmeier suggested that the Township send a letter to Senator Teplitz regarding the Devonshire Heights/Rt. 39 traffic signal light project to request his support.

Mrs. Zimmerman commented that she and Mr. Rosario spoke with Mr. Memmi regarding the Devonshire Heights/Rt. 39 traffic signal light project. He suggested that the cost of the signal could be part of the loan and that after the signal is installed if PennDOT does not think it has improved traffic conditions that they can cover the signal.

Mr. Steinmeier contacted Representative Marsico's office about forwarding his letter to PennDOT regarding the Devonshire Heights/Rt. 39 traffic signal light project.

PUBLIC COMMENT

Karen Jackson, 139 Barnwood Place- Ms. Jackson addressed the Board regarding the problems that the residents of Country Manor are having with the management company that manages the community. She has sent letters to the management company, however they are not responding to her concerns. The residents own their homes but the land is leased. Mrs. Zimmerman suggested that she contact District Justice Witmer to file a civil complaint. She suggested getting a petition from the residents and forward all correspondence to Judge Witmer. The Township Codes Officer will

inspect the community to see if the Township can help with the problems.

SUPERVISORS COMMENTS

Chairman Klein thanked Dauphin County Bureau of Elections for hosting the two open houses regarding the redistricting of the Township.

ADJOURNMENT: 9:10 PM