

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, OCTOBER 27, 2014**

**WORKSHOP SESSION**

**CALL TO ORDER – 6:00 p.m.**

Chairman Klein called the workshop to order at 6:00 pm.

**ROLL CALL**

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

Adam Klein, Chairman  
Don Steinmeier, Secretary-Treasurer

**PUBLIC COMMENT: None**

**OLD TOPICS: None**

**NEW TOPICS**

2015 Budget- Mr. Rosario suggested a public forum in order to provide a brief overview of the proposed budget for the residents. There was discussion that the recent public forums have not been well attended. Chairman Klein suggested that the budget be posted on the website for residents to view. Mr. Rosario reviewed the budget calendar, the Board will authorize advertisement of the proposed budget at the November 18<sup>th</sup> meeting. The advertisement of the proposed budget will be placed in the Paxton Herald on November 19<sup>th</sup>, stating the proposed budget is available for public inspection. Adoption of the budget by Resolution is scheduled for the December 15<sup>th</sup> meeting. Mrs. Zimmerman suggested a public forum be held at 6:00pm prior to a Board meeting; Mr. Rosario will email the Board with the date the forum will be held. There was brief discussion regarding the revenue section of the budget; Mr. Rosario commented that he didn't make any new changes. The Board had no suggestions or changes regarding that section. Mr. Rosario reviewed the changes to the expenses section of the proposed budget. The Solicitor expense was reduced to \$40,000; Mr. Steinmeier asked if the Solicitor needs to attend both meetings each month. Chairman Klein commented that he thinks the Solicitor should attend both meetings, however he do not need to attend all workshops. Mr. Steinmeier said he has received more resident complaints regarding the blighted property on Devonshire Heights Road. One resident said he may be able to contact the son of the homeowner. Mr. Rosario said there was a change to the Administration salary, a portion of Mrs. Marks' salary will be coded to this line item. There was lengthy discussion regarding where her salary should be coded. Mrs. Marks' performs duties for Township office in addition to assisting Public Works. Mrs. Zimmerman suggested that her entire salary be coded to 40500.130, administration salaries. Cleaning supplies have been increased slightly because the Township will now pay for all cleaning products. Mr. Rosario reviewed the proposed capital purchases for administration and the Township building. Mr. Steinmeier commented that the water and sewer employees may have their insurance benefit contributions increase from 5% to 10% for 2015. There was a brief discussion about maintenance items at the fire station. Mr. Rosario said he showed the members how to manually reset the parking lot lights and Mr. Harman had Houck, Inc. measure for the repair of the snow guards. There have been funds budgeted for the engineering to repair the end wall and flooring. Mr. Rosario said that he didn't make any changes to the proposed

expenses for the codes and zoning departments. Public Works staffing was discussed a length regarding part time help needed for flagging. The part time parks and recreation maintenance staff will be certified to become flaggers as well as Mrs. Marks and Mr. Von Neida. Mr. Harman will coordinate all projects to ensure that part time employees do not exceed 1500. Mr. Steinmeier brought up the question if part time employees work over 30 hours per week do they need to be offered medical insurance. He will follow up with Solicitor Yost for clarification. The Township is required to sponsor two public forum meetings regarding MS4 guidelines; Mr. Rosario has budgeted \$2,000 for the meetings. Funds have been budgeted for professional services for the addition of a riparian buffer at the recreation center by the lower parking lot. The parks and recreation center expenses were reviewed and discussed. Mrs. Zimmerman asked if Mr. Rosario reviewed the proposed budget with Mrs. Fesig. Mr. Rosario said he did not review the proposed budget with any department heads; he reviewed all department head recommendations and made adjustments as necessary. There was discussion regarding the recommendations of Mrs. Fesig and what adjustments Mr. Rosario is suggesting. Mrs. Zimmerman commented that there is a communication gap between the parks and recreation department and Mr. Rosario; Chairman Klein suggested a workshop at a later date to resolve the current issues. The Board suggested that a postage machine be added to the parks and recreation budget. There were no other proposed changes to the parks and recreation budget. Mr. Rosario explained that the EAC budget has changed since the last budget review. The EAC will not be maintaining the four Township gardens, therefore funds need to be budgeted for professional landscaping. Mr. Rosario commented that it was never the intention of the EAC to maintain the gardens; they designed and developed them, however they will not be maintaining them. Mrs. Zimmerman asked how the Act 101 grant funds were going to be spent. She commented that there are no recycling containers at the Township parks, she thinks the EAC suggested that some of the grant money be used to purchase recycling containers.

Linda Turns, 8000 Rabbit Lane- Ms. Turns commented that she never heard that EAC would design and plant the gardens but not be responsible for maintaining the gardens.

Chairman Klein commented that he agrees with Mrs. Turns; he never heard that the EAC would not maintain the gardens.

Mr. Rosario commented that there is approximately \$72,000 available from liquid fuels funds that can be applied toward the purchase of the new truck that is budgeted.

Mrs. Zimmerman asked what dollar amount the Board approved for the fire company liaisons to authorize for fire company purchases that does not need to come before the Board. It was set at \$10,000 in 2013.

Mrs. Zimmerman asked about the evacuation center plan for the recreation center. Mr. Rosario stated that he will contact the Red Cross for guidelines.

Mrs. Zimmerman asked if the Township has received any information from the fire company regarding the PEMA loan. Mr. Rosario stated that he has not received any information. There was discussion that the Township will need to pay for the truck if the loan is not approved. Mrs. Zimmerman said that the fire company should sell station #2. Mr. Rosario suggested that the capital purchases and projects can be cancelled if the loan is not approved.

Linda Turns, 8000 Rabbit Lane- Ms. Turns commented that the fire company should not be able

to spend money unless they have Board approval. She stated that ultimately the Township will be responsible to pay for the fire truck if the loan is not approved.

Mrs. Zimmerman will attend the fire company Executive Board meeting on Tuesday to find out the status of the loan application.

**OTHER BUSINESS: None**

**ADJOURNMENT: 7:30 PM**

An Executive Session was held immediately following the workshop session.