

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, DECEMBER 1, 2014**

**WORKSHOP SESSION**

**CALL TO ORDER – 6:30 p.m.**

Chairman Klein called the workshop to order at 6:30 pm.

**ROLL CALL**

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

Adam Klein, Chairman  
Don Steinmeier, Secretary-Treasurer

Parks & Recreation Board/Staff Present:

Jeff Holt, Rebecca Schwartz, Linda Turns, Gloria Zimmerman, Mary Lou Adams, Susan Boyne,  
Dixie Fesig, Margie Stahr

**PUBLIC COMMENT: None**

**OLD TOPICS: None**

**NEW TOPICS**

Park & Recreation Staff Hours-Mrs. Fesig addressed the board regarding pooling the remaining allocated part time hours for all the staff. Part time staff were budgeted to not exceed 1,000 hours for 2014. Mrs. Fesig commented that she has vacation and flex time that must be used or will be forfeited. In order to have the office staffed, she is requesting the employees share the remaining allocated hours for 2014. She stated that no employee would exceed the 1,000 hours for the year. It was the consensus of the board to approve pooling the remaining allocated part time hours for all staff.

2015 Projects/ FILO Funds- Mr. Holt asked for clarification on the chain of command to present the proposed 2015 projects. He asked if projects need to be submitted to the township manager prior to forwarding to the board of supervisors. Mr. Rosario forwarded information to the parks and recreation board for a ped path project for 2015; the parks and recreation board is suggesting adding a storage are to the recreation center. Mr. Rosario commented that he has not received a list of proposed projects from the parks and recreation board. There was discussion if the developers who contributed the FILO funds have to approve proposed projects. Solicitor Yost suggested that the parks and recreation board forward a list of projects for the board of supervisors to review; Chairman Klein agreed with Solicitor Yost. There was discussion regarding the need for storage and the possible location. Ms. Turns suggested that ped paths be considered as a project; she suggested that the paths be accessible to all residents. Mr. Megonnell commented that the trunk lines for sewers would be great for ped paths. There was discussion regarding what FILO funds can be used for since the new guidelines were passed. Ms. Turns requested a copy of the new FILO guidelines. Mr. Steinmeier commented that if a certain project that was agreed upon and it can't go to fruition the funds can be used to benefit the entire community for another project. Solicitor Yost

commented with the new guidelines do allow for FILO funds to be used for maintenance issues. There is a three year time frame in which projects need to be started once funds have been received. Ms. Turns suggested at the next meeting the board finalize a list of projects and forward to the board of supervisors for the review and approval. Mr. Megonnell commented the parking lot at Fairville Park is in need of repairs; he also suggested that line painting be completed at the recreation center. Mrs. Fesig said that the park maintenance staff can complete the line painting project. She will contact Mr. Harman to discuss the Fairville Park parking lot project. Mr. Megonnell asked that Mrs. Fesig review the master site plan for Fairville Park so the remaining “No Hunting” signs be installed. Mrs. Zimmerman asked that a new flag pole and new flag be installed at Houck Memorial Park; Mr. Megonnell will contact Mr. Houck regarding the project.

Engineers- Mr. Holt asked if the township engineer needs to be used for all projects. Mrs. Zimmerman suggested that three bids be obtained for any project. Solicitor Yost stated the township engineer would need to be used unless the board of supervisors approve a different engineer.

#### **OTHER BUSINESS:**

Mr. Megonnell asked if the sound system has been installed at the recreation center; Mrs. Fesig confirmed that the sound system is now available.

Mrs. Zimmerman commented that she has worked with the three parks and recreation administration employees and that they are good workers. She thanked them for all their hard work.

**ADJOURNMENT: 6:58 PM**