

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, JANUARY 5, 2015**

Mr. Klein opened the meeting.

REORGANIZATION OF THE BOARD OF SUPERVISORS

Mr. Megonnell nominated Mr. Klein for Chairman. There were no further nominations.

Mrs. Zimmerman nominated Mr. Megonnell for Vice Chairman. There were no further nominations.

Mrs. Zimmerman nominated Mr. Steinmeier for Secretary/Treasurer. There were no further nominations.

Mr. Klein closed the nominations. The Board unanimously voted to elect Mr. Klein as Chairman, Mr. Megonnell as Vice Chairman, and Mr. Steinmeier as Secretary Treasurer.

CALL TO ORDER

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

ROLL CALL

Harold Harman, Supervisor

Adam Klein, Chairman

Jay Megonnell, Vice Chairman

Don Steinmeier, Secretary-Treasurer

Gloria Zimmerman, Supervisor

APPROVAL OF MINUTES

Regular meeting – December 15, 2014- *Mr. Megonnell moved, seconded by Mr. Harman to approve the regular meeting minutes of December 15, 2014. Motion passed 4-0, with Mrs. Zimmerman abstaining.*

CORRESPONDENCE

Chairman Klein briefly reviewed the correspondence items and informed the public that all correspondence is available for review.

PUBLIC COMMENT

Tamalee Brassington, Brookview Phase 3, Lot 115- Ms. Brassington addressed the board regarding her request in June to install a fence on her property; she is still waiting for approval. She contacted Mr. Rosario today who informed her that the release and extinguishment of drainage easement agreement is still waiting for finalization between Solicitor Yost and Yingst Homes. Chairman

Klein said Solicitor Yost is not present this evening and he asked Mr. Rosario to follow up with him regarding the agreement. Mrs. Zimmerman apologized for the delay, she said it should have been completed.

PUBLIC HEARING/MEETINGS: None

PRESENTATIONS, STAFF/BOARD REPORTS: None

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 2, 2015	\$1,264,536.92
Total Liquid Fuels Balance as of January 2, 2015	\$ 408,004.92
Total Capital Reserve Fund Balance as of January 2, 2015	\$724,865.13

B. Deposit Activity since December 16, 2014 \$40,942.88

Mr. Steinmeier reported the gross payroll of December 26, 2014 totaled \$30,633.22. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of December 26, 2014 in the amount of \$30,633.22. Motion passed 4-0 with Mr. Harman abstaining.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates was \$49,476.24. *Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid to meet due dates in the amount of \$49,476.24. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$31,691.15.

Mr. Megonnell asked what work was completed on truck #8 by Cummins Power Systems, LLC in the amount of \$1,235.27. Mr. Harman explained that the fuel line was cracked. Mr. Megonnell pointed out a comment error regarding payment to The Guide, the advertising cost was for parks & recreation not public works. Mr. Megonnell asked what the problem was for the signal repair at Rt. 22 & Manor Drive. Mr. Rosario believes it was for routine maintenance.

Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers in the amount of \$31,691.15. Motion passed unanimously.

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$9,576.55. *Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$9,576.55. Motion passed unanimously.*

PLANNING COMMISSION REPORTS AND PLANS: None

OLD BUSINESS: None

NEW BUSINESS

Motion – Consent Items: Section 607. (4) Brian Von Neida- Mr. Rosario explained that this is a week-long training for the Building Code role. There are four days of classes and an exam on the final day. The cost of the training is \$375.00. Upon completion of the classes and passing the exam Mr. Von Neida will receive 24 CEU's.

Chairman Klein moved, seconded by Mr. Megonnell to authorize attendance to the Building Code Official Certification Academy on February 2-6, 2015 for Brian Von Neida. Motion passed unanimously.

Mr. Megonnell asked Mr. Rosario if he has to attend training this year, Mr. Rosario confirmed that he will register for classes later in the year.

Resolution 2015-01, Appointment of Secretary/Treasurer and Assistant- Mr. Steinmeier was appointed as Secretary /Treasurer at the beginning of the meeting. ***Mr. Megonnell moved, seconded by Mr. Harman to approve Resolution 2015-01, appointing Mr. Steinmeier as Secretary/Treasurer and Lisa Riley as Assistant Secretary/Treasurer. Motion passed unanimously.***

Resolution 2015-02, Appointment of Solicitor- Chairman Klein commented there is a fee increase of \$5.00 per hour, however this is the first fee increase in many years. He said the Solicitor Yost has done a good job for the township.

Chairman Klein moved, seconded by Mr. Megonnell to approve Resolution 2015-02, appointing the firm of Yost and Davidson as Township Solicitor. Motion passed unanimously.

Resolution 2015-03, Appointment of Township Engineer –Mrs. Zimmerman suggested that Resolution 2015-03, Appointment of Township Engineer be tabled until the RFP's have been received and reviewed by the board. Mr. Rosario said a workshop will be held on January 26th for the board to meet the firms that have submitted RFP's.

Chairman Klein moved, seconded by Mr. Megonnell to table Resolution 2015-03, Appointment of Township Engineer until RFP's have been received and reviewed. Motion passed unanimously.

Resolution 2015-04, Appointment of Roadmaster- ***Chairman Klein moved, seconded by Mrs. Zimmerman to approve Resolution 2015-04, appointing Harold Harman as Township Roadmaster. Motion passed 4-0 with Mr. Harman abstaining.***

Resolution 2015-05, Appointment of Auditing Firm- ***Mr. Megonnell moved, seconded by Mr. Harman to approve Resolution 2015-05, appointing the firm of Hamilton & Musser PC as Township Auditors. Motion passed unanimously.***

Resolution 2015-06, Appointment of SEO and Alternate- ***Mr. Megonnell moved, seconded by Mr. Harman to approve Resolution 2015-06, appointing Brian S. McFeaters as Township SEO and Nelson L. Zeigler as the Alternate. Motion passed unanimously.***

Resolution 2015-07, Appointment of Accounting Firm- ***Mrs. Zimmerman moved, seconded by Mr. Steinmeier, to approve Resolution 2015-07, appointing the firm of Diana M. Reed & Associates PC as the Township Accountant. Motion passed unanimously.***

Resolution 2015-08, Manager and Treasurer Bond Limit- *Chairman Klein moved, seconded Mr. Megonnell to approve Resolution 2015-08, setting the bond limits for the Manager, Secretary/Treasurer, Assistant Secretary/Treasurer. Motion passed unanimously.*

Resolution 2015-09, Appointment to Vacancy Board- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Resolution 2015-09, appointing Brian Jacobeen to the Vacancy Board. Motion passed unanimously.*

Resolution 2015-10, Appointment of EAC members- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2015-10, appointing Audrey Crichton to Seat #4 and John Miele to Seat #5 for a three year term on the EAC. Motion passed unanimously.*

Resolution 2015-11, Appointment of Park & Rec Board members- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Resolution 2015-11, appointing Paul Boltz to Seat #5 and Rebecca Schwartz to Seat #6 for a five year term on the Park & Rec Board. Motion passed unanimously.*

Resolution 2015-12, Appointment of Planning Commission members- *Mr. Steinmeier moved, seconded by Mr. Megonnell to approve Resolution 2015-12, appointing Kyle Miller to Seat #2 and James Shandersky to Seat #3 for a four year term on the Planning Commission. Motion passed unanimously.*

Resolution 2015-13 Appointment of PSAB Citizen At Large- *Mr. Megonnell offered to be the Representative of the West Hanover Business Association for the PSAB.*

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Resolution 2015-13, appointing Robert Garland as Citizen at Large and Mr. Megonnell as the Representative of the West Hanover Business Association on the Public Safety Advisory Board for the calendar year 2015. Motion passed unanimously.

Resolution 2015-14, Appointment of Water and Sewer Authority members- *Mrs. Zimmerman nominated Tom Stewart. There were no further nominations.*

Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2015-14, appointing Tom Stewart to Seat #4, to a five year term on the Water and Sewer Authority. Motion passed unanimously.

Resolution 2015-15, Appointment of Zoning Hearing Board member *-Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve Resolution 2015-15, appointing Ron Lawson to Alternate Seat #1 for to a three year term on the Zoning Hearing Board. Motion passed unanimously.*

Resolution 2015-16, Appointment of SCEMS Representative- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Resolution 2015-16, appointing Todd Hoffman to a one year term on the South Central EMS Board. Motion passed unanimously.*

Resolution 2015-17, Appointment to Dauphin County Tax Collection Committee-*Mr. Megonnell moved, seconded by Mr. Harman to approve Resolution 2015-17, appointing Mr. Steinmeier as the delegate on the Dauphin County Tax Collection Committee for the 2015 calendar year. Motion passed unanimously.*

Mr. Megonnell moved, seconded by Mr. Harman to approve Resolution 2015-17, appointing Mrs. Zimmerman as the alternate delegate on the Dauphin County Tax Collection Committee for the 2015 calendar year. Motion passed unanimously.

Resolution 2015-18, Appointment to CapCOG –*Mrs. Zimmerman moved, seconded by Mr. Harman to approve Resolution 2015-18, appointing Jay Megonnell to serve as the representative and Tom Stewart as the alternate representative to the Capital Area Council of Governments for 2015. Motion passed unanimously.*

Resolution 2015-19, Appointment to W.E.S. Business Association- *Chairman Klein moved, seconded by Mr. Harman to approve Resolution 2015-19, appointing Gloria Zimmerman as representative and Jay Megonnell as the alternate representative to the W.E.S. Business Association for the 2015 calendar year. Motion passed unanimously.*

Resolution 2015-20, Appointment of Assistant Fire Marshal- *Chairman Klein moved, seconded by Mr. Megonnell to approve Resolution 2015-20 appointing Todd Hoffman as the Assistant Fire Marshal for a two year term to expire December 31, 2016. Motion passed unanimously.*

Resolution 2015-21, Compensation for Zoning Hearing Board and Water & Sewer Authority- *Mrs. Zimmerman moved, seconded by Mr. Harman to approve Resolution 2015-21, establishing the compensation for the Zoning Hearing Board and the Water & Sewer Authority. Motion passed unanimously.*

Resolution 2015-22, Appointment of Depository for Township Funds- *Mr. Steinmeier moved, seconded by Mrs. Zimmerman, to approve Resolution 2015-22, designating Fulton Bank as the official depository for Township funds and Mid Penn bank as the official depository of investment funds. Motion passed 4-0, with Chairman Klein abstaining.*

Resolution 2015-23, Authorization of Official Signatures- *Mr. Megonnell moved, seconded by Mr. Steinmeier, to approve Resolution 2015-23, 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 2015-24, Authorization to pay in advance –*Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Resolution 2015-24, 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 2015-25, Establishment of Township Holidays- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2015-25, setting the Township holidays for 2015. Motion passed 4-0, with Mr. Harman abstaining.*

Resolution 2015-26, Meeting dates for 2015- *Mr. Megonnell moved, seconded by Mr. Harman to approve Resolution 2015-26, the meeting dates for 2015. Motion passed unanimously.*

Mrs. Zimmerman asked why the Historical Society is never listed on the Resolution. Chairman Klein commented that township does not make appointments to the Historical Society that it is a private group. Mr. Steinmeier asked if there were enough auditors to set Mr. Harman's salary. Mr. Rosario stated the meeting will be held on Tuesday at 5:30pm, and all elected auditors will be present.

Resolution 2015-27, 2015 PSATS Delegates- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Resolution 2015-27, 2015 PSATS Delegates. Motion passed unanimously.*

Mrs. Zimmerman moved, seconded by Chairman Klein to designate Mr. Megonnell as the voting delegate at the 2015 PSATS convention. Motion passed unanimously.

Resolution 2015-28, Appointment of Fire Company Liaison- *Chairman Klein moved, seconded by Mr. Harman to approve Resolution 2015-28 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 2015-29, County Emergency Operations Plan- *Chairman Klein moved, seconded by Mr. Megonnell to approve Resolution 2015-29, County Emergency Operations Plan. Motion passed unanimously.*

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mr. Steinmeier brought up to the board the proposed refinancing of the Water & Sewer Authority's \$7,120,000 bond that was for the expansion of the water and sewer system. He asked if the board was in favor of refinancing, which with interest rates going down could save approximately \$250,000.00. Lou Verdelli from RBC Wealth Management who handled the original bond will make a presentation of Thursday at the Water & Sewer Authority office. Mr. Steinmeier asked if Mr. Rosario was available to attend the meeting. Mr. Steinmeier stated the Water & Sewer Authority needs the township support to back the bond issue, and that the Water & Sewer Authority is responsible for all the financial responsibility of the refinancing. If the board is in favor of the refinancing the Water & Sewer Authority can begin working on the necessary financial information. Mrs. Zimmerman made a motion that the board supports the Water & Sewer Authority to refinance the bond. Mr. Steinmeier said that the information that Mr. Verdelli presents will be forwarded to the board for review. Mr. Rosario said he is not available on Thursday and he has reservations about refinancing. He said he needs to complete due diligence on behalf of the township residents to make sure that from a financial standpoint the township will be protected. He commented that if the Water & Sewer Authority can't make payments then it will be the township's responsibility. Chairman Klein commented that the township supports the refinancing but will need to review all the details. Mr. Steinmeier said that the Water & Sewer Authority will be able to make payments that they have been doing business for many years. Mr. Rosario brought up the issue with the status of the loan for the new fire truck, he said the township is on the hook for the fire truck if the loan is not approved. Mrs. Zimmerman said that she does not like the comment of "on the hook for the fire truck". Mr. Steinmeier commented that interest rates are only lowered periodically and that if Mr. Rosario takes three or four months to review the refinancing the current rates will not be available. Mrs. Zimmerman commented that in the end if the Water & Sewer Authority can't make payments the township is responsible; she said her motion stands. Chairman Klein said the board will review all the information prior to making a final decision, but he agrees that if a lower interest rate is available it would benefit the Water & Sewer Authority and the township. Mr. Steinmeier commented that the Water & Sewer Authority is looking for a commitment from the board at this time. There was further discussion of the proposed refinancing. Mrs. Zimmerman withdrew her motion and it was the consensus of the board to move forward with the project. A final decision will be made after the board reviews all documents regarding the refinancing. Mr. Steinmeier and

Mrs. Zimmerman will attend the meeting on Thursday. Mrs. Zimmerman commented that she is tired of hearing and reading about the fire truck.

Mr. Steinmeier brought up the lot on North Fairville Avenue that is the business enterprise zoning district. He said the owner wants to sell the lot and the buyer wants to build a house however the zoning does not allow it because it is a non-conforming lot. He asked if this can be without a public hearing. Mr. Rosario stated he consulted with legal counsel and a house can't be built on the property; the only way it can be done is to change the Ordinance. He said we would need to change the section of business enterprise to allow a single family dwelling by conditional use. Mr. Rosario would have to write a permitted use to amend the section of the Ordinance. Mr. Steinmeier asked Mr. Rosario to contact Solicitor Yost to get his legal opinion. There was discussion regarding the property in question. Mr. Rosario is working on writing the Ordinance change, once this is completed, reviewed by the County and approved by the board the resident can the apply for conditional use for a single family dwelling. Mr. Rosario commented on zoning issues regarding the property. Mr. Rosario commented the text changes to the Ordinance can't be written exclusively for one lot, but for the entire business enterprise district.

Mr. Harman informed that board that one of the snow plows was in an accident on Saturday at the intersection of Piketown Road and Rt. 39. The public works department is down one piece of equipment so it may take a little longer for roads to be plowed.

Mrs. Zimmerman informed the board that the heat would not go above 60 degrees at the fire station over the weekend. She instructed them to contact a contractor to come out to fix the problem. Also, the fire alarm in the storage area is not working; a contractor will be out this week to look at the problem.

Mr. Megonnell informed every one of the Pennsylvania State Police Community Awareness Bulletin on digital pickpockets. He suggested the information be included in the spring newsletter.

PUBLIC COMMENT: None

SUPERVISORS COMMENTS

Mrs. Zimmerman wished everyone a blessed New Year.

Chairman Klein said the Grill & Chill has opened, he said it good to have a new business in the township. He urged everyone to support our local businesses

Mr. Megonnell reminded the board that the newsletter deadline in January 23rd.

Mr. Steinmeier informed Tom Stewart that the Water & Sewer Authority meeting in at 6:00pm on January 21st at the Water & Sewer Authority building.

ADJOURNMENT: 7:45 PM