

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, MARCH 16, 2015**

**CALL TO ORDER**

Chairman Klein called the meeting to order at 7:00 PM followed the Pledge of Allegiance and a moment of silence. He announced there was an Executive Session held prior to the meeting this evening.

**ROLL CALL**

Harold Harman, Supervisor	Adam Klein, Chairman
Jay Megonnell, Vice Chairman	Don Steinmeier, Secretary-Treasurer
Gloria Zimmerman, Supervisor- Absent	

Chairman Klein presented certificates of recognition to Jason Barnes and Ben Killinger for their life saving measures which saved the life of a resident who suffered a cardiac arrest in June of 2014.

**APPROVAL OF MINUTES**

Regular meeting –March 2, 2015- Mr. Megonnell had an addition to the minutes regarding the cutting of gutters to help eliminate the problem of water running across township roads.

*Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the regular meeting minutes of March 2, 2015 as amended with the addition. Motion passed unanimously.*

**CORRESPONDENCE**

Chairman Klein briefly reviewed the correspondence items and informed the public that all correspondence is available for review. The following item was brought up for comment/discussion:

**FROM:** Brookview Homeowners Association **TO:** Resident, 7004 Sandy Hollow Road **RE:** Plowing of Snow onto Association Property- Mr. Megonnell commented that this has been a concern of his for many years. He reminded everyone to not blow snow onto the streets or onto their neighbor's property.

**PUBLIC COMMENT: None**

**PRESENTATIONS, STAFF/BOARD REPORTS**

Fire Company

Kyle Miller, Fire Company President provided the following information to the board:

- The banquet held on March 7<sup>th</sup> was a successful event, he thanked all members for time and dedication.
- Weekly training is in progress for the fire fighter one certification for members.

- The Heavy Rescue vehicle is due to be completed by the middle of April and will be ready for a final inspection in May.
- The \$200,000.00 PEMA loan has been approved and the closing date is April 10<sup>th</sup>.
- Penn State University is interested in purchasing the current Rescue, they have submitted a purchase order in the amount of \$110,000.00. The fire company expects to have the transfer of the title and sale completed by next week.

Mr. Rosario commented that in addition to the \$200,000.00 PEMA loan, funds will be used from the Fire Tax Capital Reserve account in the amount of \$105,914.00 to purchase the Heavy Rescue.

Parks & Recreation, 2014 Annual Report

Mrs. Fesig addressed the board and reviewed the following:

- Budgeted expenses were \$263,713.00; actual expenses were \$261,672.17.
- Revenue for 2014 was \$79,784.60
- Repairs and Maintenance expenses were over budget due to the water problems at Skyline Commons Park and at the Recreation center.
- She requested that funds budgeted in 2015 for training and meetings be reallocated to allow the department to purchase a new computer and desktop printer. The purchase of the new equipment would allow the department to be more productive.

***Mr. Megonnell moved, seconded by Mr. Harman to approve the parks and recreation funds budgeted for training and meetings be reallocated to purchase a computer and desktop printer. Motion passed unanimously.***

Mr. Megonnell brought up the issue of the recreation center being used as a shelter in the case of a disaster. He asked Mrs. Fesig to attend the next PSAB meeting to finalize the procedures that need to be put into place. Mr. Steinmeier will speak to the Water & Sewer Authority Board to see if buildings can be used at the treatment plant to shelter animals.

**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 March 12, 2015	\$1,321,459.70
Liquid Fuels Balance as of March 12, 2015	\$730,142.87
Capital Reserve Fund Balance as of March 12, 2015	\$725,040.89

B. Deposit Activity since March 2, 2015 \$105,591.57

Mr. Steinmeier reported the gross payroll of March 6, 2015 totaled \$38,075.50. ***Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the payroll of March 6, 2015 in the amount of \$38,075.50. Motion passed 3-0, with Mr. Harman abstaining.***

Mr. Steinmeier reported the voucher prepaid to meet due dates was \$61.68. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the voucher prepaid to meet due dates in the amount of \$61.68. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved is \$78,423.34. Mr. Megonnell asked Mr. Harman if the \$35,000.00 of road salt purchased will last for the remainder of the winter. Mr. Harman commented that any salt not used will be stored until next winter. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers in the amount of \$78,423.34. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$8,821.19. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$8,821.19. Motion passed unanimously.***

## **PLANNING COMMISSION REPORTS AND PLANS**

15.002, Berkstone Circle Final Lot Subdivision- Tim Mellott the engineer for the developer addressed the board regarding the waivers that they are requesting. He reviewed the comments from HRG and the Dauphin County Planning Commission. There is no land development proposed at this time and DEP has approved the sewage plan that was presented. A fee-in-lieu of land dedication will be paid for the four new dwelling lots.

***Chairman Klein moved, seconded by Mr. Steinmeier to waive the preliminary plan requirements under Section 173.11.A. Motion passed unanimously.***

***Chairman Klein moved, seconded by Mr. Steinmeier to approve a waiver from extending public water under Section 173-32.E.1 to residential lots 1-4 contingent upon having a satisfactory well system in place. Motion passed unanimously.***

***Chairman Klein moved, seconded by Mr. Megonnell to accept the Berkstone Circle final subdivision plan with waivers to sections 173.11.A. and 173-32.E.1. Motion passed unanimously.***

## **OLD BUSINESS**

Motion- Lexington Woods, Real Estate Taxes Strike-Off Request- Tabled

## **NEW BUSINESS**

Motion – Consent Items: Section 607. (4): None

Discussion-Alternative Analysis Smith Culvert Replacement- Mr. Brulo explained the three design options for the proposed replacement of the Smith culvert. The main objectives of the proposed culvert replacement are to increase flow capacity, eliminate erosion along the roadway, and reduce the potential of roadway overtopping. There was discussion regarding the options and budget of grant that was awarded to the township. Mr. Megonnell asked if a bigger metal pipe arch is available. Mr. Brulo explained that a bigger metal pipe arch cannot be used because the road sits down low relative to the stream. The estimates are based on the preliminary design of the project. Mr. Rosario, Mr. Harman, and Mr. Brulo have reviewed the options and they recommend using a 10'6"x5'7" metal box. It was the consensus of the board to use the 10'6"x5'7" metal box.

Motion- Scope of Work, Houck Manor Boundary & Topographic Survey- Mr. Brulo explained the proposed scope of work for the wetland and surveying services. The survey will determine the existing boundary and topographic conditions relative to the four tracts of land that make up Houck Manor Park. The survey will serve as a base map for the scope of work for the addition to the recreation center. The proposed addition would provide on-site storage. The cost of the scope of work is \$17,500.00. It will provide a boundary survey, topographic survey, wetland delineation, and wetland report.

***Mr. Steinmeier moved, seconded by Mr. Megonnell to approve the scope of work for Houck Manor Park Wetland, Boundary, and Topographic Survey. Motion passed unanimously.***

Motion- Scope of Work, Pedestrian Path Master Plan- Mr. Brulo explained the proposed scope of work for pedestrian path master plan. The last pedestrian path plan was completed in 2002 so it does not include current subdivisions and sidewalks that have been constructed in the past thirteen years. He explained that HRG would use GIS information and ESRI software to update the plan. Mr. Megonnell commented that his idea for pedestrian paths would include the use of the truck lines for the township sewer system. Chairman Klein stated that he doesn't think that this is a project that needs to be addressed at this time. Mr. Megonnell suggested that the board table the proposed scope of work. Chairman Klein said that there have been problems with some of the pedestrian paths that were constructed throughout the township. Linda Turns, parks and recreation board member, commented that their board would like to have FILO funds pay for the scope of work.

***Mr. Megonnell moved, seconded by Mr. Harman to table the scope of work, Pedestrian Path Master Plan. Motion passed unanimously.***

Motion – Park Use Agreement, West Hanover Baseball/Softball Association- Mrs. Fesig stated that the contract is the same as last year and that only the dates have been changed. Mr. Steinmeier stated that he is opposed to Section 10B, the reservation fee for reserved use period. He said that he is opposed to charging a fee of \$2,500.00 and will not vote for this agreement.

***Chairman Klein moved to accept the Park Use Agreement between the township and the baseball/softball association. Motion failed for lack of a second.***

Mr. Steinmeier also commented that this is the only township that charges for use of the ball fields. Jeff Holt, past president of the baseball association commented that the association is paying the fee for exclusive use of the ball fields. Mr. Megonnell commented that he thinks that there should be one ball field available in case a resident books the recreation center and would like to use the field. There was lengthy discussion regarding the contract and the issue of residents requesting the use of ball fields when booking the recreation center.

***Mr. Megonnell moved, seconded by Mr. Harman to accept the Park Use Agreement between the township and the baseball/softball association. Motion passed 3-1, with Mr. Steinmeier voting nay.***

Mr. Steinmeier stated that he wants the minutes to reflect that he voted against the Park Use Agreement between the township and the baseball/softball association because he is opposed to the \$2,500.00 reservation fee.

Motion – Park Use Agreement, Central Dauphin School District- Mr. Steinmeier commented that Central Dauphin has the privilege of using the ball fields for a fee of \$300.00 but the township will charge the baseball/softball association \$2,500.00

***Mr. Harman moved, seconded by Mr. Megonnell to approve the Park Use Agreement for Central Dauphin School District. Motion passed unanimously.***

Motion-Quotes for Roof Repair at Recreation Center-Chairman Klein explained that three quotes were received for roof repair at the recreation center. The low bid was from Nicholas Evanoff for \$7,400.00. Mr. Steinmeier asked who drew of the specs. Mr. Rosario commented that everyone submitted a bid based on the scope of work provided by Houck Services. Mr. Rosario commented that he spoke with Mrs. Zimmerman and she supports the quote submitted by Houck Services. There was discussion if the board needs to award the project to the lowest bidder or if they can choose any company.

***Mr. Megonnell moved, seconded by Mr. Steinmeier to table the quotes for the roof repair at the recreation center. Motion passed unanimously.***

Motion-Authorization to Advertise Township Mowing and Landscaping Bid 2015-04- Mrs. Fesig asked Mr. Megonnell if anything needs to be changed for the services provided at fire station #1. It was decided that services provided to the fire company will be left in the contract and will be completed as needed.

***Mr. Megonnell moved, seconded by Mr. Harman to authorize the advertisement of the mowing and landscaping bid for 2015. Motion passed unanimously.***

## **OTHER BUSINESS THAT MAY COME BEFORE THE BOARD**

Mr. Rosario brought up that a resident contacted the township office about damage to their vehicle as a result of rock salt hitting their vehicle. Mr. Harman stated that residents need to park in their driveways and not on the road. He said certain roads are very narrow and when cars are parked on both sides it is difficult to get a plow truck through. Mr. Harman suggests that the board deny the request of the resident for the township to pay for repairs to their vehicle.

***Mr. Harman moved, seconded by Mr. Megonnell to deny the request of the resident for the township to pay for repairs to their vehicle. Motion passed unanimously.***

Chairman Klein asked Mr. Rosario to send a letter to the resident informing them of the board's decision.

Mr. Rosario received a call from a television show who is featuring a property on Sarhelm Drive. They are requesting to park a twenty foot construction trailer in the resident's driveway for three days and a motorhome on the street. Mr. Rosario spoke with Bill McCahan regarding the public safety issues; Mr. McCahan suggests that the motorhome be parked at the township building. It was the consensus of the board to allow the motorhome to be parked at the township building for three days.

Mr. Megonnell brought up the request from DEP for the township to release resident addresses to them. DEP would like to obtain resident addresses so they can send a letter offering a free radon testing kit. It was the consensus of the board to not release resident addresses to DEP.

### **PUBLIC COMMENT**

Mrs. Fesig informed the board that she has interviewed four applicants to fill the vacant position of part time park maintenance. None of the applicants were interested in the position. She has re advertised the position and hopes to get more applicants. The current part time employee has informed Dixie that he will be moving in the fall. She suggested that perhaps the board should consider hiring subcontractors to maintain the parks.

Mr. Rosario reminded everyone that the blood bank will be holding a blood drive tomorrow. The blood mobile will be in the township parking lot from 9:00am to 12:00pm.

### **SUPERVISORS COMMENTS**

Mr. Megonnell reminded everyone that the compost center opens on March 28<sup>th</sup> and the chicken pot pie dinner will be held on March 23<sup>rd</sup>. He wished everyone a Happy St. Patrick's Day.

Mr. Steinmeier commented that the board can meet on March 30<sup>th</sup> if a workshop needs to be scheduled. Mr. Steinmeier brought up the continuing problems with tractor trailers at the intersection of Route 39/Jonestown Road. Mr. McCahan commented that the truck curb at the intersection needs to be rebuilt. Mr. Harman will put the curb repair on the public works schedule.

### **ADJOURNMENT: 8:15 PM**