

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, APRIL 6, 2015**

**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 –March 16, 2015- Mr. Megonnell had an addition to the minutes concerning Mr. Steinmeier contacting the Water & Sewer Authority requesting use of the treatment plant building as an animal shelter in case of a disaster.

*Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the regular meeting minutes of March 16, 2015 as amended with the addition. 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: None**

**PRESENTATIONS, STAFF/BOARD REPORTS-** Mr. Megonnell pointed out that the Board of Supervisor meeting is listed on the township calendar for April 13<sup>th</sup>; the correct date is April 20<sup>th</sup>. Mr. Rosario will make the correction.

**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 April 3, 2015	\$1,657,362.14
Liquid Fuels Balance as of April 3, 2015	\$730,234.56
Capital Reserve Fund Balance as of April 3, 2015	\$717,303.22

B. Deposit Activity since March 16, 2015	\$471,843.20
--	--------------

Mr. Steinmeier reported the gross payroll of March 20, 2015 totaled \$32,113.64. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of March 20, 2015 in the amount of \$32,113.64. Motion passed 4-0, with Mr. Harman abstaining.***

Mr. Steinmeier reported the gross payroll of April 3, 2015 totaled \$27,263.21. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of April 3, 2015 in the amount of \$27,263.21. Motion passed 4-0, with Mr. Harman abstaining.***

Mr. Steinmeier reported the vouchers prepaid to meet due dates were \$26,103.61. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers prepaid to meet due dates in the amount of \$26,103.61. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved is \$151,787.28. Mr. Megonnell asked Mr. Harman if the invoices for road salt put him over budget for the year; Mr. Harman said that he is over budget for the year for road salt. Mr. Harman commented that the salt will be stored until next winter. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers in the amount of \$151,787.28. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$2,283.88. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$2,283.88. Motion passed unanimously.***

## **PLANNING COMMISSION REPORTS AND PLANS**

Motion-15.001, Fowler Tract Lot Consolidation- David Fitzsimons, legal counsel for Robert and Patricia Fowler, addressed the board regarding their request for lot consolidation. The applicant is requesting to combine four lots into one lot. Mr. Fitzsimons explained that the applicant is planning for a 31 acre park of which 9 acres would be located in East Hanover Township. A traffic signal will be installed at Manor Drive and Route 39. Alan Love, engineer for the proposed project, explained the existing lots and the zoning of the lots. The lots are zoned NC-Neighborhood Commercial and R-3, Suburban Residential. There was general discussion regarding the lot consolidation, the proposed commercial development, and the construction of 200 single family townhomes. Solicitor Yost asked for clarification that the request before the board this evening is for the lot consolidation and not a land development plan. Mr. Fitzsimons explained that the applicant is going before the zoning hearing board to request a number of variances for the plan to go forward as designed. The applicant has received letters of support for the 31 acre park from the parks and recreation board, the planning commission, and East Hanover Township board of supervisors. The applicant is asking the board for approval of the lot consolidation and support of the concept of the 31 acre park. Solicitor Yost clarified that the board will only be making a decision on the lot consolidation of the land this evening and is not concerned with the future land development plan at this time. Erin Letavic from HRG commented that they have completed a review of the plan sheets, right-of-way dedication, and conservation easements. There are still a few comments that need to be received and reviewed but overall the lot consolidation plan is in order to be approved. Mr. Rosario stated that all due diligence has been completed in order to meet township Ordinance requirements.

***Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve 15.001 Fowler Tract lot consolidation contingent upon meeting all outstanding reviews from the township engineer. Motion passed unanimously.***

It was the consensus of the board to not forward any comments to the zoning hearing board regarding the concept of a 31 acre park.

## **OLD BUSINESS**

Motion- Lexington Woods, Real Estate Taxes Strike-Off Request-Chairman Klein reviewed that Dauphin County approved to strike off 50% of the County Delinquent taxes, and strike off the County Bureau costs. The delinquent taxes have already been adjusted by the Tax Claim Bureau. Chairman Klein commented that the township normally follows the decision of the County.

***Chairman Klein moved, seconded by Mr. Megonnell to approve the 50% real estate tax strike off request from Lexington Woods. Motion passed unanimously.***

Motion-Scope of Work, Pedestrian Path Master Plan- Mrs. Zimmerman suggested that the scope of work remained tabled until the parks and recreation board has completed the comprehensive plan. It was the consensus of the board to have the scope of work for the pedestrian path master plan remain tabled.

Motion-Quotes for Roof Repair at Recreation Center-Chairman Klein reviewed the three bids. Mr. Megonnell asked if HRG was involved with the scope of work; Ms. Letavic confirmed that HRG was not involved with the project. Chairman Klein asked if all the bids are the same for the work to be completed. Mr. Rosario stated that everyone submitted a bid based on the scope of work provided by Houck Services. There was discussion regarding the difference between a manufactures' warranty and a workmanship warranty.

***Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the scope of work from Houck Services, Inc. in the amount of \$12,240.00 for roof repair at the recreation center. Motion passed unanimously.***

## **NEW BUSINESS**

Motion – Consent Items: Section 607.(4): Daniel Rosario, Brian Von Neida

***Mr. Steinmeier moved, seconded by Mr. Harman to authorize attendance for Daniel Rosario to attend the Best Practices for Codes Administration seminar on April 19, 2015. Motion passed unanimously.***

***Mr. Steinmeier moved, seconded by Mr. Harman to authorize attendance for Brian Von Neida to attend the South Central Assembly Stormwater seminar of April 15, 2015. Motion passed unanimously.***

Mrs. Zimmerman informed the board that PSATS is offering webinars on blighted properties. The

webinars will be held on April 8<sup>th</sup> and May 6<sup>th</sup>. Mr. Megonnell commented that he may participate in the webinars.

Motion-Scope of Work for Alternatives Analysis Recreation Center Storage Building Addition- Erin Letavic from HRG addressed the board regarding the proposed scope of work for the recreation center building addition. The proposed addition will be approximately 800 square feet of ground floor ‘slab-on-grade’ storage area, approximately 15 feet wide and 50-feet long from interior wall to interior wall. There will be two alternatives: (1) connect an addition to the north-side of the existing facility and relocate the existing ground-level exterior HVAC compressor to a new flat roof. (2) a semi-detached addition with the HVAC compressor remaining in place at grade in a new exterior “courtyard” located between the existing facility and the addition. There was general discussion regarding the scope of work.

***Mr. Steinmeier moved, seconded by Mr. Harman to approve the scope of work for alternative analysis for the recreation center storage building addition for a fee of \$6,000. Motion passed unanimously.***

Resolution 2015-31, 2015 Budget Adjustments- Mr. Rosario reviewed Resolution 2015-31 for the board by each line item. Regarding the proposed security cameras, Mr. Harman suggested cameras be placed at the front and rear entrances and install a lock system similar to the recreation center. Mr. Rosario explained the C.F. Acri completed a building walk through and will present a proposal for repair and preventative maintenance for the building HVAC units.

***Mr. Steinmeier moved, seconded by Mr. Harman to adopt Resolution 2015-31, 2015 Budget Adjustments. Motion passed unanimously.***

Motion- Award Township Mowing and Landscaping Bid 2015-04- Mrs. Fesig informed the board that six bid packets were purchased and two bids were received. There was a difference of \$16.00 between the bid totals submitted by Chad Heisey and Green’s Lawn Care Service. There was a large price difference for aeration of the athletic fields which occurs once per year. Mr. Megonnell asked Mrs. Fesig for her input on the work provided by Mr. Heisey in 2014. Mrs. Fesig commented that any issues that she had throughout the year were addressed and resolved by Mr. Heisey. Mr. Steinmeier suggested that the board parcel out the bid by services. Solicitor Yost suggested that the bid not be parceled out.

***Mr. Harman moved, seconded by Mrs. Zimmerman to award Bid 2015-04, Township and Mowing to Green’s Lawn Care Service. Motion passed 3-2, with Mr. Megonnell and Mr. Steinmeier voting nay.***

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

Mr. Rosario informed the board that he sent a letter to the dean of students at Central Dauphin High School inviting students to attend the April 20<sup>th</sup> township board meeting as part of local government month.

Mr. Rosario requested permission from the board to participate in webinars being held on April 16<sup>th</sup>, April 30<sup>th</sup>, and May 14<sup>th</sup> which are sponsored by the Pennsylvania Construction Codes Academy. All webinars pertain to building code updates. Each webinar costs \$20.00 and 1.5 UCC continuing education credit hours are awarded for participation.

***Mr. Megonnell moved, seconded by Mr. Harman to authorize Mr. Rosario to participate in webinars being held on April 16th, April 30th, and May 14th which are sponsored by the Pennsylvania Construction Codes Academy. Motion passed unanimously.***

Mr. Rosario asked the board is the township building will be closed on Election Day. Chairman Klein and Mr. Megonnell recommend that the office remain open. The board will discuss and make a decision at a later date.

Mr. Rosario informed the board that the public forum titled “Do’s & Don’ts of Designing and Maintaining Rain Gardens and Bio Retention Systems” scheduled for April 7<sup>th</sup> has been cancelled due to lack of response. The information will be presented in conjunction with the public forum being held on May 5<sup>th</sup>.

Mrs. Fesig informed the board that she has received an application from John Carelli regarding the part time facility assistant. She stated that he is well qualified for the position and would like to offer him the job. She has also been contacted by Drew Fillo who would like to come back to work as a part time facility assistant. Mrs. Fesig is not sure when Tim Patrick will be resigning so she asked the board if she can hire John and Drew and pool the part time hours for the remainder of the year.

***Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve hiring John Carelli and rehiring Drew Fillo for part time facility assistants for parks and recreation. Motion passed unanimously.***

## **PUBLIC COMMENT**

Kyle Miller, Fire Company President- Mr. Miller informed the board that the sale of the old rescue to Penn State was finalized. Mr. Miller and Chief Shatto will travel to Wisconsin the first week in May for the final inspection of the new rescue. The PEMA loan closing will take place on April 10<sup>th</sup>.

Chad Heisey, Heisey Landscaping- Mr. Heisey commented he is not sure why Green’s Lawn Care bid was so low for fertilization. He hopes that their bid price will provide the same type of service that he would have provided.

Diane Gotshall, Historical Society Co-President- Mrs. Gotshall asked the board if they will approve allowing the Historical Society to display their historical archives in the green room at the recreation center. The parks and recreation board has approve the request to use the green room as a historical library. Mrs. Gotshall stated that the exhibits would be staffed by volunteers.

***Mr. Steinmeier moved, seconded by Mr. Megonnell to approve the use of the green room at the recreation center for the Historical Society to display their historical archives. Motion passed unanimously.***

## **SUPERVISORS COMMENT**

Mr. Megonnell commented that the public works department is renting a machine which allows millings to be mixed with tar to produce hot patch. The hot patch will be used to repair pot holes throughout the township. The rental cost for one month is \$1,800 which is significantly cheaper than using cold patch which costs \$125 per ton.

Mr. Megonnell informed everyone the ribbon cutting ceremony for Judge Witmer's office is at 1:00 pm on April 23<sup>rd</sup>.

Mr. Megonnell told Mr. Harman that the PSAB said the wall by the Pilot travel center needs to be repaired.

Mr. Megonnell asked Mr. Steinmeier if he addressed the Water & Sewer Authority regarding the use of their facility to shelter pets in case of a natural disaster. Mr. Steinmeier said that they were not in favor of the request at the last meeting because they did not want to have to staff the facility. Mr. Steinmeier said he would bring the request before the board at the next meeting.

Mr. Megonnell stated that the PSAB is working with Mrs. Fesig to finalize a plan to use the recreation center as a shelter in case of an emergency.

Bill McCahan, EMA Coordinator commented that Dauphin County has staff available to handle a large number of displaced pets in case of a natural disaster. He will find out contact information.

Mr. Steinmeier stated that he attended the Easter egg hunt and the event was well attended.

Mr. Steinmeier asked Mr. Rosario if he has contacted the Dauphin County Land Bank to see if they can assist the township with the blighted properties. Mr. Rosario said he has not contacted the Dauphin County Land Bank, but will do so this week.

Mr. Steinmeier reviewed the Exit 77 loan with Fulton Bank and commented that the first five years interest rate was 3.25%. The loan has a variable rate and years 6-20 the rate is 55% of prime. The current interest rate is 1.78%.

Mr. Steinmeier asked Mr. Harman when he will begin work on Devonshire Heights Road. Mr. Harman commented that he has it scheduled for the end of April.

**ADJOURNMENT: 8:25 PM**