

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, JUNE 1, 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 –May 18, 2015- Mr. Megonnell pointed out a spelling error on page one regarding Mr. McCahan’s public comment. Mrs. Zimmerman pointed out a correction on page three regarding her comment on the Anna Goss subdivision plan.

Mr. Megonnell moved, seconded by Mrs. Zimmerman approve the regular meeting minutes of May 18, 2015 as amended with the corrections. 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: Mette, Evans & Woodside **RE:** Henry and Connie Cassel, 55 North Oak Grove Road- The Public Works department will repair the malfunctioning pipe.

PUBLIC COMMENT

Paul Boltz, 7737 Jay Drive- Mr. Boltz addressed the board regarding his concern of illegal parking along Alva Drive and Minute Road when several baseball games are being played at Houck Memorial Park. Residents disregard the “No Parking” signs that are posted. Mr. Boltz stated the illegal parking is a safety hazard for the neighborhood. He suggested that more signs be installed, which would read “cars will be towed at owner’s expense”. Chairman Klein suggested that the process be started to make the area a tow away zone. The board will start the process to amend the current Ordinance to make the area a tow away zone. Mrs. Zimmerman suggested that until the Ordinance is amended public works could install “Private Property” signs on resident’s property in the right-of-way.

Bill McCahan, PSAB Chairman- Mr. McCahan said that he will discuss the tow away zone recommendation with the state police at the PSAB meeting on June 4th.

Mr. Steinmeier asked Mr. McCahan if he received a response from Dauphin County for emergency animal shelter assistance. Mr. McCahan has not been contacted by Dauphin County.

PRESENTATIONS, STAFF/BOARD REPORTS

Mr. Megonnell asked Mr. Steinmeier if the Water and Sewer Authority is changing the sick leave policy for Water and Sewer Authority employees. Mr. Steinmeier stated that they are considering changing the policy to coincide with the township's policy.

Mr. Megonnell commented that the public works report for May 29th should be revised to reflect that two men were street sweeping.

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 May 29, 2015	\$1,673,737.98
Liquid Fuels Balance as of May 29, 2015	\$730,324.59
Capital Reserve Fund Balance as of May 29, 2015	\$717,391.65

B. Deposit Activity since May 19, 2015 \$79,400.47

Mr. Steinmeier reported the gross payroll of May 29, 2015 totaled \$31,840.68. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the payroll of May 29, 2015 in the amount of \$31,840.68. Motion passed 4-0, with Mr. Harman abstaining.***

Mr. Steinmeier reported the vouchers prepaid to meet due dates were \$24,529.18. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid to meet due dates in the amount of \$24,529.18. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved is \$77,280.95. Mr. Megonnell commented that approximately \$30,000.00 was spent for the Devonshire Heights paving project. He thanked Mr. Harman and the public works crew for their hard work on the project. ***Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers in the amount of \$77,280.95. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$1,870.27. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$1,870.27. Motion passed unanimously.***

PLANNING COMMISSION REPORTS AND PLANS

Discussion-Abandonment of Hillcrest Avenue- Tim Mellott of Mellott Engineering addressed the board on behalf of Michael Geppert regarding the request of abandonment of Hillcrest Avenue from Candlewood Drive to Manor Drive. Mr. Mellott completed research and it appears that the road in question was never accepted by the township as a public road. Solicitor Yost and Mr. Mellott reviewed the information and it appears that Short Street is on paper only and was never used as a street, therefore the township can present it as a clean deed. Solicitor Yost suggests that the township and owner enter into a vacate agreement for Hillcrest Avenue since it has been paved and the public does use it. Mr. Mellott stated that essentially they are eliminating a stretch between two public roads. Mr. Mellott explained that Mr. Geppert contacted Fulton Bank which borders the

portion of the road and they do not oppose the possible abandonment of Hillcrest Avenue. It was the consensus of the board to enter into the vacate agreement. Solicitor Yost will include in the vacate agreement that Fulton bank has no objection and will present the agreement for the board to review. The township planning commission and Dauphin County planning commission will need to review the vacate agreement.

OLD BUSINESS

Motion- Scope of Work, Pedestrian Path Master Plan, Tabled 3/16/2015

Motion- Authorization to Advertise Ordinance 2015-01, Tabled 4/20/2015

NEW BUSINESS

Motion – Consent Items: Section 607. (4): Tara Rex, Pennsylvania Association of Notaries

Chairman Klein moved, seconded by Mr. Megonnell to approve Tara Rex to become certified by the Pennsylvania Association of Notaries. Motion passed unanimously.

Motion-Estimate of Probable Construction Cost for Recreation Center Storage Building Addition

James Crum, architect and consultant for HRG reviewed the proposed storage addition and various exterior material options for the board. He explained that the proposed addition would be on the north side of the current building and it would be attached. The addition would be 950 square feet and would accommodate the needs of the recreation staff for storage. Chairman Klein commented that the proposed costs are very expensive. Mr. Crum commented that the cost is high because it is a relatively small project as well as a prevailing wage project. There was general discussion regarding the proposed storage addition. Mrs. Zimmerman asked if the parks and recreation board reviewed the proposed plans. Mr. Steinmeier suggested that the project be placed out to bid. Mrs. Fesig, parks and recreation coordination, asked if one of the developers could build the storage shed in lieu of contributing FILO funds. Chairman Klein commented that he knows the storage space is needed but he suggested that the board look into other options. The township paid \$6,600.00 for the scope of work for this project. Erin Letavic from HRG addressed the board regarding the proposed parking for the project. Currently there are 57 parking spaces at the recreation center. Drawing SK-A proposes 42 spaces and 2 handicapped spaces and Drawing SK-B proposes 52 spaces and 2 handicapped spaces. Mr. Megonnell brought up that the parking lot is in need of repair. Mr. Harman stated that the lot should be ground up and repaved. Mr. Megonnell said that the paving project needs to be budgeted for 2016. Mrs. Fesig said she received a quote from Gundy two years ago for paving; she will contact them to get a new estimate. Mr. Megonnell commented that the parking lot at Fairville Park needs to be repaired and should be budgeted for 2016. There was discussion that the recreation center will be serviced by public sewer in 2021 and the parking lot will need to be dug up for the sewer lines. Chairman Klein suggested that the board go to the recreation center to look at the area during the road inspection on June 8th.

Discussion- Scope of Work for Route 22 Traffic Signal Timing- Erin Letavic informed the board that the traffic signal at Route 22 and Manor Drive was last studied in 2005. There was discussion regarding what time of day is the signal turning quickly. It was the consensus of the board to have HRG do a study and put together a proposal for the board. Mr. Megonnell brought up the traffic signal at McDonalds', Mr. Harman stated that the problem was reported to C.M. High.

Chairman Klein stated that there was an Executive Session prior to the board meeting to discuss legal and personnel issues.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mrs. Zimmerman asked Ms. Riley if correspondence was sent to Mrs. Oliveri who resides on Needlewood Drive. Ms. Riley stated she is not aware of any correspondence being sent to Mrs. Oliveri.

PUBLIC COMMENT

Jeff Holt, Parks & Recreation Chairman- Mr. Holt requested that the board keep the parks & recreation board informed about the possibility of having a developer build the proposed storage addition. He commented that some of the FILO funds need to be used by the end of 2016, so we need to move forward with the project.

SUPERVISORS COMMENT

Mrs. Zimmerman reminded everyone that the summer movie program begins on June 9th and the strawberry social will be held on June 12th.

Mr. Harman thanked Peggy Marks, Tara Rex, and Lisa Riley for the good job that they are doing providing administrative support to the township office.

Mr. Megonnell commented that the fire company was well represented and looked great at the Linglestown Memorial Day parade. The blood mobile will be at the township office on June 17th from 9:00am to 12:00pm.

There was discussion that parks and recreation need more part time administrative employees. Mrs. Fesig said that she is not asking for more money or more hours, she will share the budgeted hours and wages between all employees. She said the addition of more staff will help when employees are sick or on vacation.

Mr. Steinmeier moved, seconded by Mrs. Zimmerman to authorize the hiring of two part time administrative employees for the parks and recreation department. Motion passed unanimously.

Mr. Megonnell said that he doesn't care if Mrs. Fesig hires one hundred employees as long as she does not go over budget.

Chairman Klein asked Mrs. Fesig when she is going to cash the checks for the summer recreation program. Mrs. Fesig said she deposited the checks on Friday at the township office.

Chairman Klein commented that he has noticed an increase in state police presence in the township within the last few weeks. Mr. Megonnell said that he is going to make an appointment to meet with the new Sergeant for Troop H, he invited Mr. McCahan to attend the meeting.

Chairman Klein congratulated Mr. Kurtz and Mr. Steinmeier on their victory in the primary election, and said he looks forward to working with them in 2016.

Mr. Steinmeier stated that the intersection Jonestown Road and Manor Drive should have a four way stop sign. Mr. Harman commented that he thinks HRG conducted a traffic study at that intersection a few years ago and that it didn't warrant a four way stop. Erin Letavic will check to see if a study was completed. There was discussion regarding the problem at the intersection.

Jan Bahret, 135 North Fairville Avenue-Mrs. Bahret asked what the speed limit is on those roads. She suggested that speed limit signs be installed to make drivers aware of the speed limit.

Bill McCahan, PSAB Chairman- Mr. McCahan commented that PennDOT will not approve a four way stop at that intersection.

Mr. Megonnell reminded everyone that the road inspection will be held on June 8th at 5:30 pm.

ADJOURNMENT: 7:55 PM