

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, DECEMBER 7, 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
Donald Steinmeier, Secretary-Treasurer

APPROVAL OF MINUTES

Regular meeting – November 16, 2015- *Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the regular meeting minutes of November 16, 2015. 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. The following item was brought up for comment/discussion:

FROM: Joel S. Cass **TO:** Board of Supervisors **RE:** Violation of Ordinance Chapter 158, Article 1, Section 158-9- Mr. Megonnell commented that the address of the property is not listed in the letter. The property is located on Appalachian Trail West. A notice of violation letter has been sent to Mr. Cass regarding the property. Mrs. Zimmerman suggested that the township set a timeline for the resident to clean up the property.

PUBLIC COMMENT: 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 December 4, 2015	\$1,618,118.19
Liquid Fuels Balance as of December 4, 2015	\$675,959.12
Capital Reserve Fund Balance as of December 4, 2015	\$676,996.16

B. Deposit Activity since November 17, 2015	\$82,133.12
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Mr. Steinmeier reported the gross payroll of November 27, 2015 totaled \$27,299.59. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the payroll of November 27, 2015 in the amount of \$27,299.59. Motion passed 4-0, with Mr. Harman abstaining.***

Mr. Steinmeier reported the vouchers prepaid to meet due dates were \$21,400.14. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers prepaid to meet due dates in the amount of \$21,400.14. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved is \$181,696.06. Mr. Megonnell asked clarification for the invoice to PSATS for drug testing. Mr. Harman stated that the drug testing is a requirement for the public works employees to retain their CDL's.

Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers in the amount of \$181,696.06. Motion passed unanimously.

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$2,568.11. ***Mr. Megonnell moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$2,568.11. Motion passed unanimously.***

PLANNING COMMISSION AND ZONING REPORT

Motion-Updated Phasing Schedule for Brook View Development

Mr. Steinmeier moved, seconded by Mr. Megonnell to approve the updated Phasing Schedule for Brook View Development. Motion passed unanimously.

Motion-#15.009, Revised Land Development Plan Creekvale- Chairman Klein explained that the applicant wishes to amend the current Preliminary Plan to include the new building footprints and add the ten units with the stream enclosure that were previously removed due to zoning issues. Andrew Williams informed the board that they have addressed all the comments recommended by HRG and are requesting three waivers to the plan. Mr. Rosario commented that the PSAB reviewed the waiver pertaining to single access streets and they are in favor of granting the waiver.

Mr. Steinmeier moved, seconded by Mrs. Zimmerman to approve application #15.009, Revised Land Development Plan for Creekvale and the three waivers as requested. Motion passed unanimously.

Motion-8049 Allentown Boulevard, Request for Relief from Land Development Plan Requirements

Ken Tyndale addressed the board regarding his request for relief of a land development plan for the property at 8049 Allentown Boulevard. He explained that no new development would occur on the property. Mr. Tyndale explained that he would like to rent the property to Cummings Inc. to store emergency generators. He would install an eight foot security fence with a full screen cover and a temporary shed to store cables. Mr. Steinmeier asked how long Cummings would occupy the property. Mr. Tyndale clarified that it would be a two year lease with an option for one additional year. Chairman Klein commented that he doesn't think that the board can waive a land development plan. He explained that all projects must complete a land development plan and that the board has to be fair to all businesses in the township. Mr. Tyndale commented that he would need to appear before the Zoning Hearing Board to request a variance for the fence. Mr. Tyndale stated that he

doesn't see how this project requires a land development plan. He said that his engineer has met several times with township staff regarding the request for relief from a land development plan. Mrs. Zimmerman asked for clarification regarding the temporary shed. Mr. Rosario said that he believes that the Ordinance defines it as six months. Mr. Steinmeier commented that he thought that the procedure was to go before the Zoning Hearing Board prior to going before the Board of Supervisors. Chairman Klein stated that the Zoning Hearing Board only deals with variances of the Zoning Ordinances.

Solicitor Yost stated that he has not been able to thoroughly review the request and suggested that the board table this request until the December 21st meeting. He will review the request and the Ordinance.

Mr. Megonnell moved, seconded by Mrs. Zimmerman to table the Request for Relief from Land Development Plan Requirements for 8049 Allentown Boulevard. Motion passed unanimously.

OLD BUSINESS

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

Motion- Authorization to Advertise Ordinance 2015-02, ECHO Housing, Tabled 4/20/2015

Discussion-Townes at Hershey Road, Paving of Tiverton Lane and Pond Issues- Mr. Megonnell asked if there is an update on the pond issues. Mr. Rosario commented that he has not heard anything from Classic Communities regarding the pond issues that need to be addressed.

Motion - Financial investments for 2016, Tabled 11/2/2015- Mr. Steinmeier asked if Mr. Rosario if a quote was received from PLGIT. Mr. Rosario stated that PLGIT did not submit a bid, he only received bids from Fulton and Mid Penn.

Chairman Klein moved, seconded by Mr. Megonnell to renew the three certificates of deposit with Mid Penn bank for 2016. Motion passed unanimously.

Memo from PSAB-Public vs. Private Fire Hydrants

NEW BUSINESS

Motion – Consent Items: Section 607. (4): Improvement Guarantee Reduction #1, Ted's Bar & Grill; Improvement Guarantee Reduction #4, Winslett Phase 4; Authorization to approve payment for Continuing Education Credits for Brian Von Neida

Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve Improvement Guarantee Reduction #1 for Ted's Bar & Grill by \$70,035.00 from the current amount of \$133,441.11 leaving a balance of \$63,406.11. Motion passed unanimously.

Mr. Steinmeier moved, seconded by Mr. Harman to approve Improvement Guarantee Reduction #4, for Winslett Phase 4 and establish a Maintenance Guarantee in the amount of \$95,849.25. Motion passed unanimously.

Mr. Megonnell moved, seconded by Mr. Harman to approve payment for Continuing Education Credits for Brian Von Neida. Motion passed unanimously.

Motion- Intent to Appoint CPA Firm as Auditors

Mr. Steinmeier moved, seconded by Mr. Megonnell to authorize the advertisement announcing the intent to appoint a Certified Public Accounting firm to conduct the annual audit for fiscal year 2015 at the reorganization meeting on January 4, 2016. Motion passed unanimously.

Motion-Resolution 2015-39, Adoption of Dauphin County Hazard Mitigation Plan

Mr. Megonnell moved, seconded by Mrs. Zimmerman to adopt Resolution 2015-39, Adoption of Dauphin County Hazard Mitigation Plan. Motion passed unanimously.

Motion-Authorization to Sell Township Equipment- Chairman Klein stated that there were three bids received for the 2005 Ford truck. Mr. Megonnell said he would like to award the bid to bidder #3.

Mr. Megonnell moved, seconded by Mr. Harman to award the sale of the 2005 Ford F250 to bidder #3 who submitted the highest bid. Motion passed unanimously.

Motion-Scope of Work, Professional Engineering Services for North Fairville Avenue Truck Restrictions- Eric Stump from HRG said he met with the PSAB to review their concerns regarding trucks on North Fairville Avenue. He reviewed the problems with truck traffic and explained that the township would like to restrict trucks in the following locations: (1) North Fairville Avenue north of Triple K Fleet Services, Inc. (2) North Fairville Avenue south of Cleveland Brothers. HRG's scope of services will include: (1) conducting field views of the locations to take photographs and analyze the existing pavement. (2) Document findings and recommendations for locations. (3) Recommend proposed signage. The cost of the scope of work is \$3,800.00. Mr. Rosario stated that there are funds in the 2015 budget that were not used for line item 40900.600 which can be used to pay for the signs that will be posted.

Mrs. Zimmerman moved, seconded by Mr. Harman to approve the Scope of Work for Engineering Services for North Fairville Avenue Truck Restrictions. Motion passed unanimously.

Motion – Insurance Package for 2016- Mr. Steinmeier brought up that the Water & Sewer Authority filed a claim for water damage earlier in the year that was not covered by insurance. He asked if the air quality problems that occurred at the township building was covered by insurance. Mr. Rosario stated that the air quality issue was a result of neglect of the building maintenance and was not covered by insurance. Mr. Steinmeier said he wants the insurance policy to cover water damage. He suggested that the township look for a new insurance company. Mrs. Zimmerman asked for clarification of workers compensation insurance for the fire company. Mr. Rosario explained that the fire company is covered by SWIF for worker's compensation. Mr. Megonnell commented that he is glad that the proposed policy has cyber liability and asked Mr. Rosario to confirm what it covers. Mr. Steinmeier suggested that the township get additional proposals for the 2017 year.

Chairman Klein moved, seconded by Mr. Megonnell to approve execution of the insurance agreements with Selective Insurance for 2016. Motion passed unanimously.

Motion-Authorization of Flex Schedule for Staff- Mr. Steinmeier suggested that this topic be discussed in an Executive Session. Chairman Klein suggested an Executive Session be held prior to

the December 21st board meeting. Mr. Megonnell made a motion to table, and the board unanimously agreed.

Report-Volunteer vacancies for 2016- Chairman Klein briefly reviewed the vacancies. Mr. Megonnell stated that he is going to complete a volunteer form and is interested in serving on a few commissions.

Discussion- Township Garage Roof Replacement- Mr. Rosario reviewed the proposal from Houck Services, Inc. to remove and install a new roof on the township garage. There was discussion if the building is worth \$10,000.00 and if other quotes should be obtained. Mr. Rosario said that there is a large hole in the roof and the shingles are rotten.

Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the quote in the amount of \$8,870.00 from Houck Services, Inc. to remove and replace the township garage roof. Motion passed unanimously.

Discussion-2016 Township Holidays- There was discussion regarding the days off for Christmas in 2015 and 2016. Mrs. Zimmerman said that since the employees didn't get a raise for 2016 she would like them to have the day off on December 23rd in 2016. Chairman Klein stated that the 2016 holiday schedule will be finalized at the reorganization meeting in January.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Brian McFeaters, Township SEO presented the board with his 2016 fee schedule, there is no increase in fees.

Mr. McFeaters suggested a new policy for septic installations next year. He is going to require the installer to send a photo of the chisel plowing, sand placement, and final cover. They will forward these photos with the permit number so that he can place them in the file for verification. He asked if the board was ok with this suggestion. The board agreed that this was good policy to implement.

Mr. McFeaters informed the board that he met with the owner of 7430 Moyer Road to discuss the past issues with the property. The owner informed him that there were many leaky fixtures in the structure that he replaced. He also rerouted the downspouts from the roof that were discharging into the septic tank. The day they met there was no evidence of a sewage malfunction in the backyard, but he will keep monitoring the site to insure one doesn't resume. If Mr. McFeaters detects a malfunction the owner will need to fix it.

Mrs. Zimmerman thanked Mr. McFeaters for not raising his rate and said she always hears positive feedback from residents who hire Mr. McFeaters.

Mr. Megonnell informed Mr. McFeaters that developers may want to do something with the land near the old Houck store and that they will need to find out where the field drains are located. Mr. McFeaters said he will refer them to a company that has cameras that can be placed in the lines so they can locate the drains.

PUBLIC COMMENT

Milton Moritz, 215 Brookridge Court-Mr. Moritz asked if the township has accepted Tiverton Lane. Mr. Rosario said the township needs to receive the plats and certified as built from HRG before it

can be accepted. Mr. Moritz asked for an update on the retention basin. Mr. Rosario stated the last heard was that Classic Communities was getting quotes for the project. Chairman Klein asked Mr. Rosario to follow up with Classic Communities.

Neil Shatto, 1452 Mumma Road- Mr. Shatto commented that the board should have told the public what piece of township equipment was sold, who it was sold to, and how much they bid. Chairman Klein stated a 2005 Ford F-250 was sold to Daniel J. Reed for \$5,010.00.

SUPERVISORS COMMENTS

Mrs. Zimmerman said that it is good to be back, and she thanked everyone for their calls, cards, and prayers.

Mr. Megonnell asked when the rock wall at the red light by the PennDOT building is going to be fixed. Mr. Rosario said that it is on the public works project list. Mr. Megonnell wants the individual who damaged the wall to be billed for the repairs when the project is completed.

Mr. Megonnell asked who is responsible for the bridge across Beaver Creek by Blue Ridge Avenue. Mr. Harman said that the bridge is in Lower Paxton but that PennDOT did replace some pipes, so it may be their responsibility. Mr. Megonnell asked Mr. Rosario to confirm who is responsible for the maintenance of the bridge because there are large potholes that need to be repaired.

Mr. Megonnell commented that the Fish Commission came to his home three weeks ago because they were notified that he killed a 42" rattlesnake on his property. They informed him that the season to kill a rattlesnake with a length of 42 inches or more is from June 13th to July 31st and that a permit is required. Mr. Megonnell said that he was not aware of the regulations and that the Fish Commission did not fine him. They asked him to inform the township residents of the policy.

ADJOURNMENT: 8:10 PM