

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
TUESDAY, JANUARY 19, 2016**

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-Absent	Adam Klein, Chairman
Steve Kurtz, Supervisor	Donald Steinmeier, Secretary-Treasurer
Gloria Zimmerman, Vice Chairman	

Chairman Klein issued the oath of office to Samuel Swartz, Jr. as a member of the Fire Police.

APPROVAL OF MINUTES

Regular meeting – January 4, 2016- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the regular meeting minutes of January 4, 2016. Motion passed unanimously.*

Chairman Klein stated that the board held an Executive Session on January 11, 2016.

CORRESPONDENCE

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

Mr. Steinmeier brought up that the County Commissioners have a meeting scheduled for February 16th at the Dauphin County Conservation District. The meeting coincides with the township board meeting, and he asked if the board wants to change the township meeting date to allow board members to attend the County meeting. There was a brief discussion and it was the consensus of the board to make a decision at the February 1st meeting.

PUBLIC COMMENT

Jeff Holt, Parks & Recreation Board Chairman- Mr. Holt stated that the Parks & Recreation Board made a recommendation to the Board of Supervisors last year to remove a member from their board due to non-attendance at meetings. Mr. Holt said the Parks & Recreation Board assumed that there would be two vacancies and that they would review any volunteer applications prior to the Board of Supervisors appointing new members in 2016. Mr. Holt said that Donald Holmes submitted a volunteer application but it was not reviewed by the Board of Supervisors. He said that the Parks & Recreation Board never reviewed the application of Wade Cope whom the Board of Supervisors appointed. There was discussion that Mr. Holmes' application was received after the board meeting. Chairman Klein stated that he will have Mr. Rosario send a letter to the Parks & Recreation member that has not been attending meetings informing him of his removal from the Parks & Recreation Board. Mr. Holt asked for clarification regarding the procedure regarding applications received for board vacancies. It was the consensus of the board that any applications should be forwarded to boards/commissions for their review and recommendation prior to the Board of Supervisors making appointments. Mr. Holt said the Parks & Recreation Board will review Mr. Holmes' application and make a recommendation to the Board of Supervisors at the February 1st meeting.

Mr. Holt asked if a decision had been made regarding the request for the Eagle Scout Award celebration to be held at the recreation center. The applicant is requesting that the rental fee be waived and that candles can be burned; currently candles are not allowed in the recreation center. The applicant contacted Chairman Klein in addition to contacting Mrs. Fesig. Chairman Klein said that the group would be charged the funeral rate fee, which is the lowest rental rate. He said that they will be allowed to burn candles as part of the ceremony. Mr. Holt stated that Mrs. Fesig has not been given a final decision from the board regarding the applicant's requests. There was discussion if a fee should be charged for nonprofit groups in the township. Mr. Holt said that the Parks & Recreation Board will discuss a fee structure for nonprofit groups in the township and make a recommendation to the Board of Supervisors. He commented that once you give a special rate to one group you are setting a precedent.

Mr. Steinmeier said that all volunteer applications should be sent to each board/commission for their review.

PRESENTATIONS, STAFF/BOARD REPORTS

Fire Company

Fire Chief Tim Shatto presented and reviewed the 2015 Annual Report for the board. Chief Shatto reviewed the following information:

- The West Hanover Township Fire Co. No. 1 (WHTFC) has been protecting residents and property in the township since 1946. Currently there are 57 uniformed members and approximately 12 support staff.
- The WHTFC operates 3 stations and has 4 Class A Engine Companies, a Heavy Rescue Company, and a forestry/wildland fire crew.
- The WHTFC responded to 395 emergencies in 2015 of which 225 occurred in the township.
- The WHTFC completed 2,064 hours of training in 2015.
- Projects in 2015 included placing a new heavy rescue apparatus (Rescue 36-1) into service; Engine 36-2 was equipped with additional rescue equipment allowing it to be classified as a Medium Duty Rescue; and the Haunted Hayride event was a highly successful event with 1300 visitors.
- WHTFC spends in excess of 1100 hours annually providing maintenance to the apparatus.
- The members and officers of the WHTFC officially logged 3557 in administrative hours.
- Projects for 2016 include placing a 16 foot enclosed trailer into service as a technical rescue support trailer, replacing the body on Special Unit 36-1, and purchasing 4 Dauphin County fire portable radios.

Mr. Steinmeier asked how much was raised from the 2015 fund drive mailer. Chief Shatto said that approximately \$22,000.00 was raised. In 2014 approximately \$27,000.00 was raised.

Mrs. Zimmerman commented that a larger training room should have been constructed when the fire station was built. She said the room is full to capacity during the monthly meetings.

There was general discussion regarding mutual aid between West Hanover, South Hanover, and East Hanover.

Mrs. Zimmerman thanked Chief Shatto for a very thorough presentation to the board.

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 15, 2016	\$2,000,060.97
Liquid Fuels Balance as of January 15, 2016	\$262,895.51
Capital Reserve Fund Balance as of January 15, 2016	\$633,400.04

B. Deposit Activity since January 5, 2016 \$49,143.21

Mr. Steinmeier reported the gross payroll of January 8, 2016 totaled \$25,224.63. *Mrs. Zimmerman moved, seconded by Mr. Kurtz to approve the payroll of January 8, 2016 in the amount of \$25,224.63. Motion passed unanimously.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates were \$2,859.00. *Mrs. Zimmerman moved, seconded by Mr. Kurtz to approve the vouchers prepaid to meet due dates in the amount of \$2,859.00. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$62,140.92. *Mrs. Zimmerman moved, seconded by Mr. Kurtz to approve the vouchers in the amount of \$62,140.92. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$7,211.66. *Mrs. Zimmerman moved, seconded by Mr. Kurtz to approve the vouchers to be paid by Fire Tax in the amount of \$7,211.66. Motion passed unanimously.*

PLANNING COMMISSION AND ZONING REPORT: None

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, Pond Issues

NEW BUSINESS

Motion – Consent Items: Section 607.(4): Improvement Guarantee Reduction #3, Townes at Hershey Road, Phase 2

Mr. Steinmeier moved, seconded by Mrs. Zimmerman to approve Improvement Guarantee Reduction #3, Townes at Hershey Road, Phase 2 by \$47,472.50 from the current amount of \$274,364.53 leaving a balance of \$226.892.03. Motion passed unanimously.

Motion- Schedule for Adoption, Comprehensive Plan- Chairman Klein briefly reviewed the schedule for adoption of the Comprehensive Plan.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the schedule for adoption of the Comprehensive Plan. Motion passed unanimously.

Resolution 2016-30, Acceptance of Roads

Mr. Kurtz moved, seconded by Mr. Steinmeier to adopt Resolution 2016-30, accepting Royal Terrace Drive and View Crest Drive. Motion passed unanimously.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mr. Steinmeier stated that the Water & Sewer Authority Board interviewed four candidates that were interested in serving the on their board. It was the recommendation of the Water & Sewer Authority Board that Mr. Tyndale be reappointed to the position.

Mr. Steinmeier moved, seconded by Mrs. Zimmerman to reappoint Ken Tyndale to the Water & Sewer Authority Board for a five year term. Motion passed unanimously.

Mrs. Zimmerman suggested that the board set up workshops with the various boards in the next few months. Chairman Klein asked that Mr. Rosario contact the chairperson from each board to set up the workshops. Mrs. Zimmerman asked Chief Shatto if the fire company would like to be included in the workshop schedule. Chief Shatto commented that since there are two liaisons from the Board of Supervisors who work with the fire company it isn't necessary to be included in the workshop schedule.

Mr. Steinmeier brought up the letter that was sent from the Dauphin County Commissioners that addresses the County's initiative to consolidate police forces. He said that full report is available for review on the website.

Chairman Klein brought up that the board held an Executive Session to discuss the appealing the decision of the Commonwealth Court in the Keystone Corrections center decision.

Chairman Klein moved, seconded by Mr. Steinmeier to appeal the decision of the Commonwealth Court to the Pennsylvania Supreme Court for allowance of appeal. Motion passed 4-0, with Mrs. Zimmerman abstaining.

Mrs. Zimmerman stated that Mr. Davis supported her grandson in wrestling with a cash donation and that is why she abstained from voting.

Solicitor Yost stated that he has been working with Mr. Rosario on the paperwork to renew the cell tower lease with Crown Castle for an additional five years. The agreement will be presented to the board at a future meeting. Mrs. Zimmerman suggested that the township request an increase in rent to what is proposed by Crown Castle.

Mr. Steinmeier asked if there is any progress regarding the addition to the recreation center. Mrs. Zimmerman commented that Mr. Rosario was to get some quotes on steel buildings. Mrs. Fesig said that she met with Drew Williams and provided him with the original plans that HRG presented to the board. Mr. Williams will make a presentation to the parks and recreation board at their meeting on Wednesday to outline his recommendations.

PUBLIC COMMENT

Linda Turns, 8000 Rabbit Lane- Mrs. Turns asked for clarification regarding the work release appeal. She asked how many appeals have there been and the costs involved. Chairman Klein explained that the case was appealed from the Common Pleas Court to the Commonwealth Court, and it will now be appealed to the Pennsylvania Supreme Court. Mrs. Turns asked if the information was for an executive session or if it was available for the public. Chairman Klein said that once the appeal is filed, it is public information. The board feels that the court has made a mistake and that it is a burden that been placed on the township. There was discussion that Mr. Davis stated that there would be no violent offenders at the facility, however currently violent offenders are at the facility.

Tim Shatto, Fire Chief- Chief Shatto commented that that when the fire company had the fire station they allowed any civic organization to use the hall for free. If additional janitorial services were required the organization paid the fee. Chief Shatto commented that it is a community center and should be used by the residents. He asked what the hall rental revenue was for 2015. Mrs. Fesig said that she hasn't completed her annual report at this time. Chief Shatto asked for the projected cost of the addition, there was discussion that the proposal from HRG was \$134,000.00. Mrs. Zimmerman said the high cost is due to the evacuation center requirements. Mrs. Fesig stated that FILO funds will be used for the addition.

Mrs. Fesig informed the board of the water drainage problems and heating issues at the recreation center. She said that she is still waiting on parts for the furnace. Mr. Steinmeier asked if there building has zoned hearing. Mrs. Fesig said that there are thermostats in reach room and the heat can be regulated.

SUPERVISORS COMMENTS

Mr. Steinmeier reminded everyone about the senior luncheon on Thursday. He asked Mrs. Fesig if the township will be sponsoring any bus trips in 2016. Mrs. Fesig stated that she is working on the 2016 trip agenda.

Chairman Klein welcomed Matt Bretz from Boy Scout Troop 27 who was in the audience.

Regarding the impending snow storm Chairman Klein reminded everyone to not shovel snow in the streets and to remove cars from the emergency snow routes.

ADJOURNMENT: 8:08 PM