

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

WORKSHOP SESSION

CALL TO ORDER – 6:00 p.m.

Chairman Klein called the workshop to order at 6:00 pm.

ROLL CALL

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

PUBLIC COMMENT: None

OLD TOPICS: None

NEW TOPICS

2017 Proposed Budget-The following items were discussed/reviewed:

- Purchasing Procedures/Purchase Amount- It was the consensus of the board to increase the range from \$0-\$2,000.00. Purchases in this range does not require a purchase order or prior approval from the township manager. The prior range was \$0-\$1,000.00.
- The budget calendar was reviewed, Mr. Rosario is still waiting on commercial insurance and workers compensation insurance quotes.
- It was the consensus of the board to keep the tax millage rate the same for 2017.
- The proposed budget includes adding two full time employees to the public works department.
- Mr. Rosario briefly reviewed the year to date revenue and expenses.
- Proposed 2017 revenues were reviewed by individual line item.
- There was discussion regarding increasing the compost permit from \$20.00 to \$30.00. Mr. Rosario reviewed the costs involved in operating the compost facility. Mrs. Estheimer, EAC Chairperson stated the EAC is concerned if rates increase residents may not purchase a permit and begin dumping compost on township property. She suggested that a commercial landscaping fee permit be set up to increase revenue. There was a suggestion to start charging to dump oil and antifreeze. Mr. Harman explained that the township now needs to pay for the oil and antifreeze to be hauled away. Mr. Steinmeier suggested offering a one day compost permit. Mrs. Zimmerman suggested an article be placed in the newsletter to explain that the compost permit fee needs to be increased in order to not increase taxes.
- Proposed 2017 expenses were reviewed by individual line item.
- Section 41400, total is incorrect. Mr. Rosario will fix.
- Mr. Steinmeier brought up the expense of staff overtime for snow plowing (43200.130). He commented that he thinks that \$15.00/hour for part time employees is a reasonable rate. There is a Water & Sewer Authority employee who earns \$21.00/hour who will work for public works if needed. Mr. Harman will coordinate all plowing during snow storms and will use part time staff as he deems necessary.
- Mr. Rosario will add \$5,000.00 to line item 43200.450 for snow removal.

- Line item 45200.140 (salaries, seasonal staff) has increased from 2016. The increase is a result of adding ten new summer programs.

Mr. Steinmeier asked if a health insurance employee meeting has been set up. Mr. Rosario stated he is waiting to hear from Mr. Alfonso.

ADJOURNMENT: 6:55 PM