

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, OCTOBER 3, 2016**

CALL TO ORDER

Chairman Klein called the meeting to order at 7:00 PM followed the Pledge of Allegiance and the invocation.

Chairman Klein stated there was one applicant for the vacant board of supervisors' position. He opened the floor for nominations. Mrs. Zimmerman nominated Kyle Miller. There were no further nominations and Chairman Klein closed the nominations.

Mrs. Zimmerman moved, seconded by Mr. Harman to appoint Kyle Miller to the board of supervisors. Motion passed unanimously.

Mrs. Zimmerman stated that she met with Mr. Miller on September 27th to update him on the current issues before the board. Chairman Klein commented that he is very active in the community and he is aware of what is going on in the township.

ROLL CALL

Harold Harman, Supervisor

Adam Klein, Chairman

Kyle Miller, Supervisor

Donald Steinmeier, Secretary-Treasurer

Gloria Zimmerman, Vice Chairman

APPROVAL OF MINUTES

Regular meeting – September 19, 2016- Mrs. Zimmerman pointed out a typographical error in the spelling of Chairman Klein's name.

Mrs. Zimmerman moved, seconded by Mr. Harman to approve the regular meeting minutes of September 19, 2016 with the correction of the typographical error. Motion passed unanimously.

Workshop meeting – September 19, 2016- *Mrs. Zimmerman moved, seconded by Mr. Harman to approve the workshop meeting minutes of September 19, 2016. Motion passed unanimously.*

CORRESPONDENCE

Chairman Klein briefly reviewed the correspondence items and informed the public that all correspondence is available for review. The following items were brought up for comment/discussion:

FROM: West Hanover Water & Sewer Authority **RE:** Houck Manor & Holiday Park Sanitary Sewer System Extensions Tentative Project Schedule- Mr. Steinmeier reviewed the tentative project schedule. He stated the project must be completed by 2021 and it is an unfunded mandate. There was a brief discussion that there may be some right of way areas for the project.

Mrs. Zimmerman commented on the memo from the EAC regarding a proposed fee increase for the compost center. She stated she thinks it is a good idea to increase the fee.

PUBLIC COMMENT

Robert Feathers, 7229 Linglestown Road- Mr. Feathers thinks another survey should be sent to residents to see if they are interested in hooking up to public water. He said it makes sense to hook up to public water if you are required to hook up to public sewer. Mrs. Zimmerman commented that several surveys have been sent and residents are not interested in hooking up to public water. Mr. Steinmeier reviewed the cost for public water to be run to the recreation center.

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 September 30, 2016 | \$2,643,324.83 |
| Liquid Fuels Balance as of September 30, 2016 | \$526,080.25 |
| Capital Reserve Fund Balance as of September 30, 2016 | \$635,091.10 |

B. Deposit Activity since September 19, 2016 \$73,234.74

Mr. Steinmeier reported the gross payroll of September 30, 2016 totaled \$31,709.09. *Mrs. Zimmerman moved, seconded by Mr. Miller to approve the payroll of September 30, 2016 in the amount of \$31,709.09. Motion passed 4-0, with Mr. Harman abstaining.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates were \$1,973.13. *Mrs. Zimmerman moved, seconded by Mr. Harman to approve the vouchers prepaid to meet due dates in the amount of \$1,973.13. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$122,802.10. *Mr. Harman moved, seconded by Mr. Miller to approve the vouchers in the amount of \$122,802.10. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$1,390.15. *Mr. Harman moved, seconded by Mrs. Zimmerman to approve the vouchers to be paid by Fire Tax in the amount of \$1,390.15. Motion passed unanimously.*

PLANNING COMMISSION AND ZONING REPORTS

Motion-Updated Phasing Schedule for Winslett Development

Mrs. Zimmerman moved, seconded by Mr. Harman to approve the updated phasing schedule for the Winslett Development. Motion passed unanimously.

OLD BUSINESS

Discussion- Classic Communities, Stormwater and Road Issues- Mr. Rosario explained that there is nothing further the township can do while Classic Communities is in bankruptcy. The firm that is representing Classic is in receipt of the closed civil complaints from the district justice. Mr. Rosario and Mr. Harman visited the development last week and observed the following in Phase II. (1) Repairs have been completed to the cul-de-sac on Tiverton Lane (2) Inlet boxes have been cleaned (3) The broken stormwater inlet box has been repaired. Mr. Rosario commented that he does not

know who completed the work. Mr. Harman inspected the work and stated the work is acceptable. Mr. Rosario explained that the pond needs to be surveyed and stone installed. Engineering work would be required to repair the pond.

Mark Chiles, 228 Brookridge Court- Mr. Chiles asked how Tiverton Lane can be dedicated to the township. Solicitor Yost stated while Classic is in Chapter 11, the township can't do anything. Mr. Chiles asked if the township can contact the firm that is representing Classic to see if the road can be dedicated. Solicitor Yost said the bond issue needs to be reviewed. There was discussion regarding the pond issues. Mr. Chiles thinks the township should help out with the pond issues. He commented that someone in the township dropped the ball. Chairman Klein commented that the township has been working hard on behalf of the development and that it was the developer's responsibility to complete the pond. Chairman Klein stated the township needs to find out if a creditor's committee has been established in the bankruptcy case. Mrs. Zimmerman asked Solicitor Yost to follow up on the bond issue. Solicitor Yost stated that he is working on it.

NEW BUSINESS

Motion – Consent Items : Section 607.(4): Brian Von Neida, Land Use Briefing Seminar; Improvement Guarantee Reduction, 130 Wilson Ct.; Improvement Guarantee Reduction #3, 7111 Fishing Creek Valley Rd.

Mr. Miller moved, seconded by Mr. Harman to authorize attendance for Brian Von Neida to attend a free seminar regarding Land Use Briefing Seminar on October 4, 2016. Motion passed unanimously.

Mrs. Zimmerman asked if certificates were received from the PennBOC convention that Mr. Von Neida and Mr. Rosario attended last week. Mr. Rosario stated no certificates were issued, however they earned training credit hours toward their Building Code Official Licenses.

Mrs. Zimmerman moved, seconded by Mr. Miller to approve Improvement Guarantee Reduction for 130 Wilson Court by \$5,700.00 from the current amount of \$6,820.000 leaving a balance of \$1,120.00. Motion passed unanimously.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Improvement Guarantee Reduction #3 for 7111 Fishing Creek Valley Road \$5,000.00 from the current amount of \$5,000.00 leaving a balance of \$0.00. Motion passed unanimously.

Motion-Board of Supervisors Vacancy – Motion made at the beginning of the meeting.

Motion- Resolution 2016-47, Authorization to Vacate an Emergency Access Road- Solicitor Yost spoke with the lawyer for the Brynfield HOA regarding the Resolution. They decided an agreement should be drawn up rather than the township adopting a Resolution.

Chairman Klein moved, seconded by Mr. Steinmeier to table the request to vacate an emergency access road. Motion passed unanimously.

Motion-Authorization to Hire Parks and Recreation Director and Assistant Director- Chairman Klein reviewed the applicants recommended for hire.

Mr. Steinmeier moved, seconded by Mr. Harman to approve hiring Donald Holmes as the Director of Parks and Recreation and Jeannette Zimmerman as the Assistant Director. Motion passed unanimously, with Mrs. Zimmerman abstaining.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mr. Rosario reviewed the following:

- A memo to explain the unused budgeted money to cover payroll for the Parks and Recreation Director and Assistant Parks and Recreation Director for the remainder of 2016. The memo also covered the use of line item 45400.313.01 to be used for office furniture and IT equipment

Mrs. Zimmerman moved, seconded by Mr. Miller to approve shifting of 675 unused work hours or \$18,562.50 from within the same line item Account 45000.130.01. Motion passed unanimously.

Mrs. Zimmerman moved, seconded by Mr. Miller to authorize the use of line item #45400.313.01 in the amount of \$15,000.00 for department office furniture, new P/C, and cable runs needed for new Assistant Parks and Recreation Director's office.

- The 2016 Commonwealth allocation of General Municipal Pension System State aid for the township is \$48,121.10.
- The 2016 Commonwealth state aid allocation supporting the Volunteer Fire Relief Allocation of the volunteer fire company for the township is \$72,528.04.
- Township SEO, Brian McFeaters, has submitted his 2017 rates. There is no rate increase.
- Regarding the Rt. 39 and Devonshire Heights project Mr. Rosario has received a quote from RSR Appraisers to appraise two residential properties and the Hanoverdale Church for a fee of \$7,500.00. Chairman Klein stated the quote is very expensive. There was discussion why the church needs to be appraised if they are going to sign a waiver of compensation. Solicitor Yost suggested that Mr. Rosario request a quote for only the residential properties.
- House Bill 782 which deals with third party building code inspectors has been passed by the house and is going to the senate. If passed the township would no longer oversee building inspections or receive income from inspection fees. Solicitor Yost suggested that correspondence be sent to the senate stating the township's opposition to the bill.
- Mr. Rosario reviewed the proposed 2017 budget with the changes from the workshop. The final budget will be voted on at the December 5th meeting. There was lengthy discussion regarding compost facility fees and if a contractor permit should be added. Mrs. Zimmerman suggested that new information be placed in the newsletter.

Mrs. Zimmerman moved, seconded by Mr. Miller to increase the compost facility permit to \$30.00 and offer a one-day resident pass for \$10.00. Motion passed unanimously.

Mr. Steinmeier asked that the new parks and recreation staff along with the parks and recreation board review the room rental rates for the recreation center. Mr. Steinmeier commented that the rates are too high. Mrs. Zimmerman said that the parks and recreation board is working on a room rental rate structure.

PUBLIC COMMENT

Mark Chiles, 228 Brookridge Court- Mr. Chiles asked how the Pennsylvania Supreme Court ruling regarding casino tax money will affect the 2017 budget. Chairman Klein stated that it would not affect the 2017 but the township will monitor the issue for the 2018 budget. There was discussion that grant funding has decreased each year.

SUPERVISORS COMMENTS

Mrs. Zimmerman asked Solicitor Yost if he has had any contact with Metropolitan Development regarding the extension of the FILO funds. Solicitor Yost stated that they are reviewing the agreement.

Mrs. Zimmerman asked Solicitor Yost if he reviewed the information regarding the 50% PennDOT reimbursement for the Verizon invoice. Solicitor Yost stated that he is waiting for more information from the state.

Mrs. Zimmerman and Mr. Harman thanked Ms. Rex for preparing the board packets for the meeting.

Mrs. Zimmerman thanked Mr. Rosario for all the hard work he has done preparing the budget.

Mr. Steinmeier thanked the Boy Scouts for attending the meeting this evening.

Mr. Harman welcomed Mr. Miller to the board.

Mr. Miller informed everyone that October is Fire Prevention Month. He said there is a Fire Prevention open house at Station #1 tomorrow evening from 6:00pm-8:00pm. He encouraged everyone to attend.

Chairman Klein thanked Boys Scouts Troop 360 for attending the meeting and he said the township has certificates for the scouts.

ADJOURNMENT: 8:15 PM