

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, AUGUST 14, 2017**

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

Kyle Miller, Supervisor-Absent

Don Steinmeier, Secretary-Treasurer

Gloria Zimmerman, Vice Chairman

PUBLIC COMMENT: None

OLD TOPICS: None

NEW TOPICS

Review-Personnel Manual- Mrs. Zimmerman read the current dress code policy. She handed out a dress code from a company for the board to review. The board discussed the list and agreed that the list would be incorporated into the current dress code section of the handbook. Mrs. Zimmerman commented that employees need to leave their personal style at home.

Mrs. Zimmerman moved, seconded by Chairman Klein to amend that dress code section of the handbook. Motion passed unanimously.

Mr. Steinmeier brought up that the current long term disability plan begins after 180 days of disability and may continue until age 65. He asked how much it would cost the township if any employee was off for an extended period of time. He asked who pays for the short term disability, long term disability, and long term care coverage. Mr. Rosario stated the benefits are paid by the township, however employees can purchase buy up coverage. Mr. Steinmeier asked Mr. Rosario to provide the monthly benefit costs to the township. There was brief discussion regarding the level of coverage that is provided and if the township can limit the number of years for long term disability. Mr. Rosario will contact insurance company to confirm the level of coverage.

Jay Megonnell commented that the township should have employees pay the cost for short term disability, long term disability, and long term care.

Mr. Steinmeier asked the vesting schedule regarding the pension plan. Mr. Rosario stated employees are fully vested after five years of employment. There was discussion regarding pension plan and the cost to the township. Mr. Rosario stated it cost the township less than \$10,000 per year to fund the pension plan, he stated the majority of the contribution comes from state aid.

OTHER BUSINESS

Mr. Harman asked the board to designate the date for trick or treat so it can be put in the township newsletter.

*Chairman Klein moved, seconded by Mr. Harman to designate October 26th for trick or treat.
Motion passed unanimously.*

Chairman Klein stated an Executive Session was held at 5:15pm to discuss legal issues.

ADJOURNMENT: 6:35 PM