

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
TUESDAY, JANUARY 17, 2017**

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	Adam Klein, Chairman
Kyle Miller, Supervisor	Donald Steinmeier, Secretary-Treasurer
Gloria Zimmerman, Vice Chairperson	

APPROVAL OF MINUTES

Regular meeting –January 3, 2017- Mrs. Zimmerman moved, seconded by Mr. Harman to approve the regular meeting minutes of January 3, 2017. Motion passed unanimously.

CORRESPONDENCE

FROM: Moody’s Investors Service **RE:** Annual Comment on Township –Mrs. Zimmerman commented that the Township has a strong credit position.

PUBLIC COMMENT

Mark Chiles, 228 Brookridge Court- Mr. Chiles commented that Brookridge Court is a very narrow road and allows on street parking on both sides of the street. He stated that he is concerned that it would be very difficult to have snow plows or emergency vehicles access the road due to the on street parking. He asked if additional parking regulations need to be put in effect for the resident’s safety. Mr. Harman stated that Westford Crossing also has very narrow streets and they have the same issue. Mr. McCahan commented that the board of supervisors can request the PSAB review the concerns and make a recommendation to the board.

PUBLIC HEARINGS: 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 January 13, 2017	\$2,685,711.95
Liquid Fuels Balance as of January 13, 2017	\$516,320.50
Capital Reserve Fund Balance as of January 13, 2017	\$644,168.03

B. Deposit Activity since January 3, 2017	\$49,912.72
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Mr. Steinmeier reported the gross payroll of January 6, 2017 totaled \$33,666.09. ***Mr. Miller moved, seconded by Mrs. Zimmerman to approve the payroll of January 6, 2017 in the amount of \$33,666.09. Motion passed 4-0, with Mr. Harman abstaining.***

Mr. Steinmeier reported the vouchers prepaid to meet due dates were zero.

Mr. Steinmeier reported the total for the vouchers to be approved is \$41,787.27. ***Mr. Harman moved, seconded by Mrs. Zimmerman to approve the vouchers in the amount of \$41,787.27. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$5,359.08. ***Mr. Harman moved, seconded by Mrs. Zimmerman to approve the vouchers to be paid by Fire Tax in the amount of \$5,359.08. Motion passed unanimously.***

Mrs. Zimmerman brought up the security deposit requirements to rent a park or banquet space. Currently, the security deposit check is deposited prior to the rental and upon inspection of the facility after the rental if there is no damage the security deposit is returned. She explained it can take between 2-3 weeks for the guest to receive the security deposit due to meeting dates. She asked if the security deposit check can be held by the recreation staff and returned after the facility has been inspected. Chairman Klein stated the township needs to deposit the check prior to the rental to ensure that funds are available in the case that there is damage to the facility. He suggested that staff inform the client about the 2-3 week turnaround time for return of the deposit. He said if the client doesn't want to wait that long they could provide a money order or certified check which the staff can hold and then return upon inspection of the facility.

PLANNING COMMISSION AND ZONING REPORTS: None

OLD BUSINESS

Discussion- Classic Communities, Stormwater and Road Issues- Mitch Moritz, 215 Brookridge Court- Mr. Moritz asked about the status of the bonds. Solicitor Yost commented that the bond for Phase 1 had been released prior to the bankruptcy filing. Regarding the bond for Phase 2, Solicitor Yost has received no response from the bonding company, he will need to find out who the parent company is for bonding company. Mr. Moritz asked what the amount for the bond was for Phase 2. Solicitor Yost said he is unsure; Mr. Rosario stated he thinks it is less than \$50,000.00. Mr. Moritz asked if the bond is able to be cashed, what happens to the money. Solicitor Yost explained that it would be used for the improvements that need to be completed. Chairman Klein suggested that the township can file a "proof of claim" for the amount to do the work that needs to be completed in the development. There was discussion that Tiverton Lane needs to be dedicated to the township. Mr. Moritz stated that there are sidewalks and curbs that need to be repaired. HRG had submitted a report that listed the outstanding items that need to be completed.

Mrs. Zimmerman moved, seconded by Mr. Miller to have Mr. Harman review the HRG report and find out what needs to be completed in The Townes at Hershey Road. Motion passed unanimously.

Mark Chiles, 228 Brookridge Court- Mr. Chiles asked if a formal request needs to be made to find out that status of the bond. He commented that Mrs. Zimmerman had made that request of Solicitor Yost at a meeting in October. Mr. Chiles asked if a breakdown of the bonds can be presented at the

February 6th meeting. Solicitor Yost said he will work with Mr. Rosario but it will probably be available for the February 21st meeting since it will take longer than two weeks to compile the information. Mr. Chiles asked if a workshop can be set to meet with the Homeowner's Association once the bond information has been reviewed. There was discussion regarding the email that Mr. Chiles presented to the board regarding updates on the bankruptcy filing. Chairman Klein suggested that the Homeowner's Association should consider filing a claim. There was discussion that the common areas in the development have not been turned over to the Homeowner's Association.

Resolution 2017-11, Appointment of Parks & Recreation Board member-Table 1/3/2017- Mr. Holmes commented that a few more applications have been received and will be reviewed at the January 18th Parks and Recreation board meeting.

NEW BUSINESS

Motion – Consent Items: Section 607. (4): None

Motion- Request for Septic Pumping Extension, 7936 Appleby Road

Mrs. Zimmerman moved, seconded by Mr. Miller to approve the request for a two year septic pumping extension for the property at 7936 Appleby Road. Motion passed unanimously.

Motion-Request for Septic Pumping Extension, 7367 Fishing Creek Valley Road

Mrs. Zimmerman moved, seconded by Mr. Miller to approve the request for a two year septic pumping extension for the property at 7367 Fishing Creek Valley Road. Motion passed unanimously.

Motion-2017 Park Use Agreement with Baseball/Softball Association- Mr. Holmes said he updated language and dates in the agreement in addition to eliminating the Fairville Park field from the agreement.

Mrs. Zimmerman moved, seconded by Mr. Harman to approve the 2017 Park Use Agreement with Baseball/Softball Association. Motion passed 4-1 with Mr. Steinmeier voting nay.

Mr. Steinmeier stated that he is opposed the reservation fee of \$2,500.00. He commented that a volunteer organization should not have to pay this fee.

Discussion-Mowing for Township Parks- Mr. Rosario asked the board if they want to add the mowing services for the township parks to the 2017 budget. He stated that the public works department has too many projects this year to do the mowing in the five township parks. Mrs. Zimmerman commented that the job consists of more than just mowing grass.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to send the 2017 Landscaping contract out for bid. Motion passed unanimously.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Resolution 2017-30- Mr. Rosario explained that the EAC would like to change their meeting time from 7:00 pm to 6:30 pm.

Chairman Klein moved, seconded by Mrs. Zimmerman to adopt Resolution 2017-30, establishing the EAC Meeting Time. Motion passed unanimously.

Resolution 2017-32- Mr. Rosario explained that this resolution will adopt the Dauphin County Emergency Operations Plan (EOP) as the EOP for the township.

Mr. Steinmeier moved, seconded by Mr. Miller to approve Resolution 2017-32, County Emergency Operations Plan. Motion passed unanimously.

Mr. Rosario requested an Executive Session immediately following the meeting the discuss legal and personnel issues.

PUBLIC COMMENT: None

SUPERVISORS COMMENTS

Mrs. Zimmerman had the following comments:

- She plans on attending the open house at Keystone Corrections on February 2nd. Keystone Corrections has partnered with Vision Resources of Central Pennsylvania to produce ceramic tile products for an established business.
- Family Game Day was well attended. There were over 50 attendees.
- Senior Luncheon will be held on January 19th, there are over 50 seniors signed up.
- Children's cooking class begins on January 25th.

Mr. Harman thanked the township staffing for doing a good job. He said that Peggy Marks has begun working mornings at the public works shop and she is doing a good job.

Mr. Miller asked that the swearing in of the fire police be added to the February 6th meeting agenda.

Mr. Steinmeier stated that the Water & Sewer Authority has hired HRG as the design engineer for the Houck Manor/Holiday Park project. It should take between 6-7 months for the design to be completed. The bid price was \$98,500.00 for the design. Mr. Steinmeier commented that the township may want to consider running public water to the recreation center while the roads are torn up for the sewer project. Mr. Steinmeier asked when John DiSanto is going to have office hours at the township building. Mr. Rosario stated that he hasn't set a date and time.

ADJOURNMENT: 7:40 PM

An executive session was held immediately following the board meeting.