

WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112

Board of Supervisor Meeting Minutes
Monday, April 2, 2018
Executive Session 6:00 p.m. and following

1. **Call to Order:**

Mr. Miller called the meeting to order at 7:01 pm followed the Pledge of Allegiance & the invocation. Mr. Miller told the public that they had been in an executive session prior to the meeting and will resume after.

2. **Roll Call:**

Mr. Kyle Miller, Chairman; present
Mr. Jay Megonnell, Vice-Chairman; present
Mr. Donald Steinmeier, Secretary/Treasurer; present
Mrs. Gloria Zimmerman, Supervisor; present
Ms. Stacey Connors, Supervisor; present

3. **The Board of Supervisors to present check to the DECA Participants:** The Board of Supervisors would like to congratulate the six amazing high school students who have made it to International Level. The Board of Supervisors presented the DECA Participants and Mr. Miller, CD High School Principal, the check to assist them financially for the International Conference. Mrs. Zimmerman asked the students to let the Board know the results of the International Conference. West Hanover Township donated \$2,476.00 to these participants to help fund their travel expenses to the International Conference to Atlanta, GA at the end of the month.

4. **Approval of Minutes:**

Regular Meeting – March 19, 2018 – **MOTION: Mrs. Zimmerman moved, seconded by Ms. Connors to approve the regular meeting minutes of March 19, 2018. The motion passed unanimously.**

5. **Correspondence:**

- a. Londonderry Township Request for Special Fire Police 06/30/18. Mr. Megonnell asked how many usually help? Mr. Miller replied that it is typically what we have available, usually two or three members. Mr. Miller said it will go to the Fire House after Board approval. **Motion: Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the request for Special Fire Police to assist Londonderry Township on 06/30/18. The motion passed unanimously.**

6. **Public Comment (Please limit comments to 3 to 5 minutes)**

- a. Terry Kullman, 155 Lexington Court. Mr. Kullman spoke of wanting the Board of Supervisors to either take over the fire hydrants within Lexington Woods or reimburse those residents for the overage. Mr. Miller stated that PA American Water has not accepted any of the easements submitted by the HOA.
- b. Robin Straub, 186 Lexington Court. Mr. Straub told the Board of Supervisors that he has done some research on turning the roads over. Mr. Rosario replied that once a road is listed as public or private, it cannot change. Roads

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have to be inspected during the process and bonded. The roads are complete and were never inspected.

7. Presentations, Staff & Board Reports:

Mr. Miller stated that we had reports from Public Works and Property Maintenance, with minutes from PSAB.

Mrs. Zimmerman wanted to know if Marty followed up on the tree uprooted above the bus stop, 7328 Trent Street. The Board would like to know if it is completed or not as it is a safety issue.

8. Treasurer's Report

Fund Balances (Fund balances are presented for reference only and are not intended as an audited figure.)

General Fund Balance as of March 30, 2018	\$3,842,063.91
Liquid Fuels Balance as of March 30, 2018	\$778,429.59
Capital Reserve Fund Balance as of March 30, 2018	\$652,103.49

Deposit Activity since March 19, 2018	\$211,494.56
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Expenditures:

Payroll, March 30, 2018	Net: \$ 41,429.27	Gross payroll: \$54,845.43
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Motion: Mrs. Zimmerman moved, seconded by Ms. Connors to approve the Payroll of March 16, 2018 in the amount of \$41,429.27. The motion was unanimous.

Vouchers prepaid to meet due dates	\$29,288.82
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Motion: Ms. Connors moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid to meet due dates in the amount of \$29,288.82. The motion was unanimous.

Vouchers to be approved and paid from Fire Tax	\$7,599.15
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Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid from Fire Tax in the amount of \$7,599.15. The motion was unanimous.

9. Old Business:

A. Discussion – Townes of Hershey, Stormwater & Road Issues. Mr. Yost stated that he has not received a response yet to his email. Mr. Miller said that they seemed interested in the information you had provided. Response is pending.

10. New Business:

A. Consent Items: Section 607.(4): S & A Homes release of funds \$510.49. ***Motion: Mrs. Zimmerman moved, seconded by Mr. Megonnell to release the \$510.49. The motion was unanimous.***

B. Personnel Policy Manual change for Overtime. Mr. Rosario will be changing sections 8.1 and 8.4 in the employee manual to state that personal days, holidays and vacation days count towards the Road Crew Overtime hours, but not sick hours. ***Motion: Mr. Steinmeier moved, seconded by Ms. Connors to approve the personnel policy manual change for overtime. The motion was unanimous.***

Per prior BOS approval, the Roadmaster is salary but permitted to receive overtime for snow only. ***Motion: Mrs. Zimmerman moved, seconded by Ms. Connors to approve overtime for the Roadmaster for snow weather only. The motion was 4-1 with Mr. Megonnell opposed.***

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- C. Personnel Policy Manual change for Parks & Recreation Summer Help. Mr. Holmes said that they will be able to hire 16 and 17 year old high school students to help with the Summer Rec programs. Mr. Steinmeier asked about labor laws and Mr. Holmes replied that there are no conflicts. ***Motion: Ms. Connors moved, seconded by Mr. Steinmeier to approve the personnel policy manual change for 16 and 17 year olds to work for the Parks & Recreation Summer Help. The motion was unanimous.***
- D. Codes Administrative/Reception promotion from within. Mr. Megonnell was disappointed that we still do not have criteria in place for new full-time hires. Mrs. Zimmerman stated that Mrs. LaForce is not taking benefits. Ms. Connors said that the Board had discussed this and their decision was to hold tight until the State Aid changes. Mr. Miller agreed, if they changed the pension now, it would have an adverse effect and we would lose money. ***Motion: Mrs. Zimmerman moved, seconded by Ms. Connors to approve the Codes/Reception promotion from within for Eileen LaForce. The motion passed 4-1 with Mr. Megonnell opposed.***
- E. Full Time Parks & Recreation Maintenance Hire. Mr. Holmes stated that Mr. Homrighausen already has his CDL license; perhaps it would be helpful down the road. Mr. Miller stated that he had gone to elementary school with Mr. Homrighausen. ***Motion: Mrs. Zimmerman moved, seconded by Ms. Connors to approve the full time Parks & Recreation Maintenance hire for Daniel Homrighausen. The motion passed 4-1 with Mr. Megonnell opposed.***

11. Other Business that may come before the Board:

- A. Mr. Holmes requested a workshop to review the Parks & Recreation Comprehensive Plan. The Board agreed to schedule the workshop for April 16th @ 6 pm. The hearing would be scheduled for May 21st @ 715 pm.
- B. Mrs. Zimmerman said that the stop sign requested at Fairville Avenue is not feasible. She suggested using Bus Stop or Children Ahead signs on the North & South sides.
- C. Ms. Connors asked for the Transient Permit to be placed on the next agenda. Mr. Steinmeier asked where the Special Events Ordinance was.
- D. Mr. Megonnell asked where the Township was with setting up the meeting with the District Attorney? Mr. Megonnell would like to see that get set up ASAP.

12. Public Comment:

- A. Mark Chiles, 227 Brookridge Court. Mr. Chiles wanted to mention that several of the homeowners have put in the complaint about Tiverton Lane. Mr. Rosario said that the Road Master followed up on that and discovered a pipe at the top of the road that was put in by the Township in the sixties. Mr. Harman is hopeful that this will fix the issue.
- Mr. Chiles also mentioned that some of the homeowners in his community are not enthusiastic about the new trash pickup/requirements. Mr. Rosario said that Waste Management will be sending the information out themselves to their clients about the change.
- B. Richard Enck, 7112 Hillside Avenue. Mr. Enck stated that according to the SEO report of 2006, a sand mound was installed. Mr. Enck said that the resident of 858 Shawnee stated that one was never installed.
- C. Donnie Holmes, Parks & Recreation Director. Mr. Holmes wanted to let the public know about upcoming Parks & Recreation Activities.
- Indoor yard sale this Saturday at the Community Center.

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- April 21st the Fire Company has a very exciting fundraiser event, don't forget to get your tickets.
- All-day scrapbooking is April 27th.
- Senior lunch with Dr. Don Koons. The topic is the historical account of Bonnie & Clyde.

13. Supervisor Comments:

Mr. Megonnell said that the bird boxes have been installed in Lenker Park.

Mr. Steinmeier said that Swatara Township just issued a \$60 tax per household to help pay for Stormwater issues. Mr. Yost was unsure of how they were transferring money between the Township and Sewer Authority; it sounds like the rules were not followed.

The Board of Supervisors would like to adopt the motion for Mr. Yost to move forward with the eminent domain at Douglas and Devonshire Roads. ***Motion: Mrs. Zimmerman moved, seconded by Mr. Megonnell to direct Mr. Yost to move forward with the process of eminent domain. The motion was unanimous.***

Mr. Miller wanted remind everyone to come out on April 21st for the Fireman Fundraiser at the Community Center. He said it will be a very fun night with real prizes.

14. The meeting adjourned at 8:09 pm. ***Motion: Ms. Connors motioned, seconded by Mr. Megonnell to adjourn the meeting. The motion was unanimous.***