

**West Hanover Township**  
**7171 Allentown Blvd. Harrisburg, PA 17112**  
**www.westhanover.com**

**Meeting Minutes June 4, 2018**

**1. Call to Order**

Mr. Miller called the meeting to order at 7:01 pm, followed by the Pledge of Allegiance and Invocation.

**2. Roll Call:**

Connors, Stacey, Supervisor, present  
Megonnell, Jay, Vice-Chairman, present  
Miller, Kyle, Chairman, present  
Steinmeier, Don, Secretary/Treasurer, present  
Zimmerman, Gloria, Supervisor, present

**3. Approval of Minutes:**

*Motion: Mr. Megonnell moved, seconded by Ms. Connors to approve the regular meeting minutes of May 21, 2018. The motion was unanimous.*

**4. Correspondence:**

Mr. Miller noted that we had two items of correspondence. Mr. David Smith, Public Works is retiring due to a car accident that occurred late last year. Waste Management is also sending out their revised yard waste calendar and letter of the new contract options. *Motion: Mr. Steinmeier moved, seconded by Mrs. Zimmerman to solidify Mr. Smith's retirement. The motion was unanimous.*

**5. Public Comment:**

Tom Edmondson, Northview Lane & Richard Dumaresq, Northview Lane. They wanted to voice their concerns over the large size of the new cans. Currently, they must use their vehicles to take them down to Sleepy Hollow Road (1,400 feet). Can Waste Management come up Northview Lane with a smaller truck? Mr. Rosario will look into it and email Mr. Edmondson.

Mr. Richard Enck, Hillside Avenue. Mr. Enck made mention of some items he had noticed while in the employees offices. He spoke of the Winslett stormwater and construction issues he had noticed.

Mr. Richard McNeal, Walnut Avenue. Mr. McNeal commented on the Houck Manor Sewer Project and stated that only a few residents will be able to apply for the funds available; most residents will not qualify.

**6. Presentations, Staff & Board Reports:**

Mr. Miller noted that the public works report and the calendar were included. There were no further comments.

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7. Treasurer's Report – Mr. Steinmeier read the following:

A. Fund Balances as of 06/01/18, these are presented for reference only & are not an audited figure.

General Fund Balance \$4,138,481.25

Liquid Fuels \$781,293.33

Capital Reserve Fund \$654,725.23

B. Deposit activity since 05/21/2018 \$52,061.09

*Motion: Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the gross payroll of \$39,517.56. The motion was unanimous.*

There were multiple items questioned concerning the vouchers pre-paid to meet due dates.

*Motion: Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the vouchers pre-paid to meet due dates of \$50,778.62. The motion was unanimous.*

*Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers pre-paid from Fire Tax to meet due dates in the amount of \$2,331.64. The motion was unanimous.*

8. Old Business:

A. Townes of Hershey, SW & Road Issues: Mr. Yost said that he has not received a response to his last email. We will need an As-built drawing, inspection and maintenance agreement. A suggestion was offered to build the As-Built into the Improvement Guarantee, to avoid further issues with this matter. Mr. Rosario will talk with HRG.

B. Pay increase for Zoning & Planning Administrator: There was some discussion on what the Board wanted to agree on. Comment was made on the ability for employees to receive raises in the future. Mrs. Rex commented that job promotions and anniversaries should not have an impact on the ability to receive a raise.

*Motion: Mr. Steinmeier moved, seconded by Mr. Miller to approve Ms. Hardman's salary increase in the form of \$1 now and \$1 in January. The motion did not pass, 2 – 3 with Mrs. Zimmerman, Mr. Megonnell and Ms. Connors opposed.*

*Motion: Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve Ms. Hardman's salary increase as \$2 effective immediately and the return of one weeks' vacation. The motion passed 3 -2 with Mr. Miller and Mr. Megonnell opposed.*

9. New Business:

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A. Consent Items: Section 607(4): 7720 Fishing Creek Valley Road, Reduction Request #1. *Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the reduction of \$5,640.00 to a new balance of \$5,624.00. The motion was unanimous.*

B. Authorization Request for Summer Parks Help: Parks & Recreation would like to hire six (6) part-time employees for their Summer Program. Mr. Rosario said that the budget allots for four (4) counselors @ \$11/hour and one head counselor @ \$13/hour. He said the total budget for Summer Recreation is \$22,725. Assistant Parks Director, Jeannette Zimmerman, stated that many of her part time employees are taking a vacation and will miss a week. Having more employees will help to cover when others are out. *Motion: Ms. Connors moved, seconded by Mrs. Zimmerman to approve the hiring of six part time summer recreation employees, as long as they remain on budget. The motion was unanimous.*

10. **Public Comment:**

Mr. Richard Enck, Hillside Avenue. Mr. Enck brought up a comment made by Mr. Steinmeier concerning the Casino Grant Money. Mrs. Zimmerman had stated that the Board of Supervisors had agreed that Houck Manor/ Holiday Park infrastructure would be first on their request for the Grant money. Second would be the Fire House & Exit #77.

11. **Supervisor's Comments:**

Mr. Megonnell asked for a road inspection to be set up.

Mrs. Gloria Zimmerman asked Mrs. Jeannette Zimmerman, Assistant Parks & Recreation Director, about the upcoming events. Mrs. Jeannette Zimmerman replied:

- Strawberry Social is June 8<sup>th</sup> from 6 pm until
- Oldies Dance is June 13<sup>th</sup> from 6 pm – 10 pm
- Movies in the Park begin on March 19<sup>th</sup> at dusk. The first movie is Leap.
- Summer Camp begins on June 25<sup>th</sup>

12. **Adjournment:** *Motion: Mrs. Zimmerman moved, seconded by Mr. Megonnell to adjourn the meeting at 8:53 p.m. The motion was unanimous.*