

WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS

7171 Allentown Blvd
Harrisburg, PA 17112

THURSDAY, AUGUST 18, 2022
Board of Supervisors Meeting 6:00 PM

1. **Call to Order**
2. **Approval of Previous Meeting Minutes**
3. **Correspondence**
Letter from PEMA regarding Kyle Miller to serve as Emergency Management Coordinator
4. **WHT Fire Company In-Person Report**
5. **First Public Comment**
6. **Presentations, Staff & Board Reports**
 - A. July Zoning Report
 - B. July Engineer's Report from HRG
 - C. July South Central EMS Chief's Report
 - D. July Parks & Recreation Meeting Minutes
 - E. July Environmental Advisory Council (EAC) Meeting Minutes
 - F. Property Maintenance Log for July 14 through August 11
 - G. Public Works Daily Report for July 14 through August 12
7. **Treasurer's Report**
 - A. Monthly Deposits for July were \$54,634.56
 - B. Expenditures
 - (1) Payroll for July 15, Net: \$43,448.61 – Gross: \$56,185.35
 - (2) Payroll for July 29, Net: \$42,951.50 – Gross: \$55,922.13
 - (3) Payroll for August 12, Net: \$43,126.77 – Gross: \$55,785.18
 - (4) Vouchers pre-paid via paper check for July was \$13,886.89
 - (5) Vouchers pre-paid via ACH transfer & Vendor Sites for July was \$342,057.90
8. **Old Business**
9. **Zoning & Planning**
 - A. Consideration to schedule a public hearing on Thursday, October 20 at 6 p.m. and to advertise the hearing for Ordinance 2022-02, amendments for certain sections of Chapter 173 of the Code of Ordinances
 - B. Consideration of being a party to Zoning Hearing Board Appeal #2022.08 – 6958 New Oxford Road, short-term rental or Air Bnb

- C. Consideration of being a party to the Zoning Hearing Board Appeal #2022.09 – 249 Berkstone Drive, short-term rental or Air Bnb
- D. Consideration of Financial Security Adjustment #1 for Lot 2 on Sterling Road in the amount of \$13,654, leaving a balance of \$2,200
- E. Consideration of Financial Security Adjustment #1 for Lot 7 on Sterling Road in the amount of \$8,162, leaving a balance of \$4,950
- F. Consideration of 22.004 Creekvale Phase 6 final Land Development Plan and waiver from Section 173-11 Preliminary Plan

10. New Business

- A. Consideration to approve the 2023 Budget Schedule
- B. Consideration of Resolution 2022-42, Capital Project Bond Reimbursement
- C. Consideration to accept the Municipal Park Agreement associated with Robert Fowler Subdivision/Land Development Plan.
- D. Consideration to add tuition reimbursement to the current Employee Manual
- E. Consideration to approve a 2-year extension for septic pumping at 7245 Sleepy Hollow Road. Pumping would not need completed until September 12, 2023

11. Second Public Comment

12. Parks & Recreation Upcoming Events

- A. 9/11 – Community Festival 4 – 8 pm
- 9/15 – Senior Luncheon – Roast Beef, mashed potatoes, vegetable medley - Entertainment: Madden Physical Therapy
- 9/22 – Senior Expo Drive Thru – Andrew Lewis 11 am – 1 pm
- 9/24 – All Day Scrapbooking – Community Center Hoffman Hall 8 am – 10 pm
- 9/26 – Rain Barrel Workshop – Community Center Hoffman Hall 6 pm
- 9/27 – Chicken, Beef, or Ham Pot Pie Drive Thru from 12 – 5 pm
- 9/27 – Red Cross Blood Drive – Community Center Hoffman Hall 12:30 – 5:30 pm
- 9/28 – Penn’s Peak “Boy in Black” – Johnny Cash Tribute Band Bus trip

13. Supervisor Comments

14. Adjournment

Join Zoom Meeting

<https://us02web.zoom.us/j/89800782409?pwd=M2JXVWEwM0VxOHFsYVEyMkUxRkJMUT09>

Meeting ID: 898 0078 2409

Passcode: 968764

One tap mobile

+13092053325,,89800782409#,,,,*968764# US

+13126266799,,89800782409#,,,,*968764# US (Chicago)

Checks Written 07/01 - 07/31, 2022

ACCOUNT #	DESCRIPTION	DATE	NAME	AMOUNT
40400.310.01.000	MTHLY RETAINER	7/14/2022	GMS FUNDING SOLUTIONS	4,000.00
40400.310.01.000	ANNUAL AUDIT LETTER	7/14/2022	NIKOLAUS & HOHENADEL	210.00
40500.301.01.000	HOME DEPOT RCPT PAID TO CLAIRE ZEITERS	7/14/2022	PETTY CASH	15.00
41400.314.01.000	2022 HEARINGS	7/14/2022	P Daniel Altland	577.50
			Admin	4,802.50

ACCOUNT #	DESCRIPTION	DATE	NAME	AMOUNT
43000.246.01.000	OIL	7/14/2022	HAZLETON OIL LTD.	585.00
43000.246.01.000	OIL	7/14/2022	HAZLETON OIL LTD.	96.20
43700.251.01.000		7/14/2022	LEVCO	119.95
43700.370.01.000	410 L BACKHOE SERVICE	7/14/2022	PLASTERER EQUIPMENT CO INC	1,592.68
			Public Works	2,393.83

ACCOUNT #	DESCRIPTION	DATE	NAME	AMOUNT
45200.247.01.000	REISSUE OF CHECK TO REMOVE "DJ" IN FRONT	7/14/2022	SCOTT MATEER	250.00
45400.319.01.000	SECURITY DEPOSIT RETURN	7/14/2022	CATHY KETTERER	54.00
45400.362.01.000	PROPANE DELIVERY	7/14/2022	Bolig's Propane	191.76
45400.370.01.000	A/C LABOR	7/14/2022	WC ESHENAUER & SON INC.	135.00
45400.370.01.000	ACCT 2795	7/14/2022	Stauffers of Kissel Hill	65.98
45400.370.01.000	2022-2023 RE TAXES	7/14/2022	Thomas Stewart, Tax Collector	1,629.31
45400.370.01.000	2022-2023 RE TAXES	7/14/2022	Thomas Stewart, Tax Collector	1,076.51
			Parks	3,402.56

ACCOUNT #	DESCRIPTION	DATE	NAME	AMOUNT
48600.352.01.000	BOND: M.GOSSERT	7/14/2022	Murray Securus	662.00
48600.355.01.000	INSTALLMENT 8 OF 11	7/14/2022	SWIF	1,313.00
48600.355.01.000	INSTALLMENT 7 OF 11	7/14/2022	SWIF	1,313.00
			Insurances	3,288.00

13,886.89

ACH Payments July 2022

INVOICE	DATE PAID	CODING	VENDOR	AMOUNT
17108	14-Jul	40400.310	Salzmann Hughes	\$ 11,225.00
230297085	13-Jul	40500.210	WB Mason	\$ 221.95
2909	1-Jul	40500.300	bankcard fees	\$ 38.00
2895	1-Jul	40500.300	bankcard fees	\$ 83.25
2905	1-Jul	40500.300	bankcard fees	\$ 307.37
CPR Training	5-Jul	40500.300	Instructor Pay, Beth Montgomery	\$ 100.00
	25-Jul	40500.300	t-sheets	\$ 42.40
990795585_20220606	1-Jul	40500.301	ATT wireless	\$ 123.42
82202356	7-Jul	40500.301	Wex / Sunoco	\$ 362.71
990795585_20220606	1-Jul	40500.320	ATT wireless	\$ 329.14
1257	12-Jul	40500.320	Comcast	\$ 372.65
20220939	14-Jul	40500.320	Elevated	\$ 37.50
mtly stmt	5-Jul	40500.320	navitas	\$ 190.34
062422	5-Jul	40500.330	Hoffman Ford	\$ 58.66
0240619-in	14-Jul	40500.452	capital computers	\$ 206.25
325207	5-Jul	40500.452	Higher Information Group	\$ 280.80
5020529732	5-Jul	40500.452	Wells Fargo	\$ 329.98
161796	14-Jul	40800.310	HRG	\$ 954.01
1668718-0061-0	6-Jul	40900.300	Waste Management	\$ 2,574.00
0003	18-Jul	40900.361	PPL	\$ 525.20
3495	1-Jul	40900.362	UGI	\$ 31.28
6250	19-Jul	40900.366	PAWC	\$ 74.02
1521663	14-Jul	40900.366	Waterlogic	\$ 38.78
32040001523	5-Jul	40900.453	CityWide Cleaning	\$ 227.32
325208	5-Jul	41300.384	Higher Information Group	\$ 65.86
15-0233 36644	14-Jul	41300.450	Light-Heigel	\$ 2,397.50
14-0202 36645	14-Jul	41300.450	Light-Heigel	\$ 7,472.50
17109	14-Jul	41400.310	Salzmann Hughes	\$ 580.00
161797	14-Jul	41400.313	HRG	\$ 5,386.43
Wolfe	5-Jul	41400.314	Court Reporter - Karen Blouch	\$ 233.95
05.20.22	6-Jul	41400.314	Court Reporter - Summer Miller	\$ 240.00
04.26.22	6-Jul	41400.314	Court Reporter - Summer Miller	\$ 290.00
06.20.22	14-Jul	41400.314	Court Reporter - Summer Miller	\$ 370.00
161799	14-Jul	41400.315	HRG	\$ 2,623.59
82202356	7-Jul	41400.330	Wex / Sunoco	\$ 68.70
325208	5-Jul	41400.384	Higher Information Group	\$ 65.87
			Admin	\$ 38,528.43

INVOICE	DATE PAID	CODING	VENDOR	AMOUNT
04282022	5-Jul	43000.242	Unique Source	\$ 331.94
stmt	25-Jul	43000.245	tractor supply	\$ 107.85

1906101033361	14-Jul	43000.246	Interstate Battery	\$ 29.70
CPR Training	5-Jul	43000.300	Instructor Pay, Beth Montgomery	\$ 250.00
161803	14-Jul	43000.310	HRG	\$ 1,087.00
161802	14-Jul	43000.310	HRG	\$ 3,967.78
161798	14-Jul	43000.313	HRG	\$ 270.00
990795585_20220606	1-Jul	43000.320	ATT wireless	\$ 82.28
7446	5-Jul	43000.320	Comcast	\$ 111.85
5224	18-Jul	43000.320	Comcast	\$ 379.58
mthly stmt	5-Jul	43000.320	navitas	\$ 190.34
82202356	7-Jul	43000.330	Wex / Sunoco	\$ 3,298.25
3871	27-Jul	43000.362	UGI	\$ 27.10
80052601850	22-Jul	43000.365	Waste Management	\$ 330.00
80051617421	7-Jul	43000.365	Waste Management	\$ 550.00
1675213-0061-3	7-Jul	43000.365	Waste Management	\$ 909.20
8086	19-Jul	43000.366	PAWC	\$ 37.93
1524727	18-Jul	43000.366	Waterlogic	\$ 35.00
32040001523	5-Jul	43000.370	CityWide Cleaning	\$ 227.33
6197904	5-Jul	43300.245	US Municipal	\$ 123.21
8004	18-Jul	43300.361	PPL	\$ 25.09
8009	27-Jul	43300.361	PPL	\$ 25.15
1007	28-Jul	43300.361	PPL	\$ 25.45
9003	25-Jul	43300.361	PPL	\$ 30.15
1001	7-Jul	43300.361	PPL	\$ 31.25
6002	18-Jul	43300.361	PPL	\$ 33.74
6005	5-Jul	43300.361	PPL	\$ 35.66
3001	5-Jul	43300.361	PPL	\$ 35.90
3006	20-Jul	43300.361	PPL	\$ 37.58
9005	18-Jul	43300.361	PPL	\$ 38.62
8009	18-Jul	43300.361	PPL	\$ 39.17
0001	5-Jul	43300.361	PPL	\$ 39.85
1001	28-Jul	43300.361	PPL	\$ 39.94
1023	5-Jul	43300.361	PPL	\$ 40.45
9009	5-Jul	43300.361	PPL	\$ 40.63
0006	15-Jul	43300.361	PPL	\$ 44.76
1004	18-Jul	43300.361	PPL	\$ 59.05
9009	25-Jul	43300.361	PPL	\$ 123.23
9650044	14-Jul	43300.370	CM High	\$ 583.87
01777144	14-Jul	43700.251	colliflower	\$ 161.39
p58921	14-Jul	43800.245	best line	\$ 186.76
3183387	5-Jul	43800.245	Pennsy Supply - LF Patching	\$ 303.78
14528	14-Jul	43800.245	radarsign - LF approved speed radar sign	\$ 3,365.00
80710	5-Jul	43800.245	Russell Standard	\$ 823.73
80710	6-Jul	43800.245	Russell Standard	\$ 823.73
HP & HM paving project	14-Jul	43900.245	Recon Construction - LF funds	\$ 224,815.06

Public Works

\$ 244,155.33

INVOICE	DATE PAID	CODING	VENDOR	AMOUNT
stmt	25-Jul	45000.238	tractor supply - Ron Harper clothing allowance	\$ 100.46
325657	5-Jul	45000.260	Higher Information Group	\$ 56.00
326423	5-Jul	45000.260	Higher Information Group	\$ 91.42
5020529731	5-Jul	45000.260	Wells Fargo	\$ 193.84
161801	14-Jul	45000.310	HRG	\$ 1,652.00
1010	5-Jul	45000.310	pure pest	\$ 49.00
990795585_20220606	1-Jul	45000.320	ATT wireless	\$ 82.28
1817	1-Jul	45000.320	Comcast	\$ 161.14
1327	11-Jul	45000.320	Comcast	\$ 356.01
monthly stmt	5-Jul	45000.320	navitas	\$ 190.34
295417	14-Jul	45000.330	Hoffman Ford	\$ 53.95
82202356	7-Jul	45000.330	Wex / Sunoco	\$ 188.18
CPR Training	1-Jul	45000.460	Instructor Pay, Beth Montgomery	\$ 100.00
CPR Training	5-Jul	45000.460	Instructor Pay, Beth Montgomery	\$ 200.00
june karate	5-Jul	45200.141	Instructor Pay, DeAngelis Martial Arts	\$ 699.00
june zumba	5-Jul	45200.141	Instructor Pay, Rachael Quigley	\$ 468.00
stmt 06.03-07.02.22	25-Jul	45200.229	sams club	\$ 191.12
CPR Training	1-Jul	45200.239	Instructor Pay, Beth Montgomery	\$ 50.00
CPR Training	5-Jul	45200.239	Instructor Pay, Beth Montgomery	\$ 300.00
stmt 06.03-07.02.22	25-Jul	45200.239	sams club	\$ 492.03
29393-1	5-Jul	45200.239	TD Mills	\$ 1,076.97
bus trip refund	5-Jul	45200.240	Eileen LaForce	\$ 118.00
bus trip refund	5-Jul	45200.240	Janet Hardman	\$ 59.00
8204155	8-Jul	45200.247	Feeser's	\$ 55.78
8211072	29-Jul	45200.247	Feeser's	\$ 151.49
52479	14-Jul	45200.247	Karns Foods	\$ 20.98
46279	14-Jul	45200.247	Karns Foods	\$ 58.72
54446	14-Jul	45200.247	Karns Foods	\$ 63.00
53904	14-Jul	45200.247	Karns Foods	\$ 69.14
53361	14-Jul	45200.247	Karns Foods	\$ 80.73
33271	5-Jul	45200.247	Karns Foods	\$ 90.71
32880	14-Jul	45200.247	Karns Foods	\$ 94.40
55524	14-Jul	45200.247	Karns Foods	\$ 98.39
47794	5-Jul	45200.247	Karns Foods	\$ 117.26
21798	5-Jul	45200.247	Karns Foods	\$ 207.20
stmt 06.03-07.02.22	25-Jul	45200.247	sams club	\$ 718.17
230694168	13-Jul	45400.226	WB Mason	\$ 15.96
231016985	13-Jul	45400.226	WB Mason	\$ 201.11
7068	26-Jul	45400.361	PPL	\$ 23.40
3005	7-Jul	45400.361	PPL	\$ 27.89
7002	5-Jul	45400.361	PPL	\$ 35.13

8002	27-Jul	45400.361	PPL	\$ 78.65
9000	5-Jul	45400.361	PPL	\$ 108.13
7002	5-Jul	45400.361	PPL	\$ 268.54
9004	5-Jul	45400.361	PPL	\$ 680.11
40-2559571	5-Jul	45400.366	ALS Environmental	\$ 88.00
8123	19-Jul	45400.366	PAWC	\$ 90.38
2678	19-Jul	45400.366	PAWC	\$ 434.44
32040001523	5-Jul	45400.370	CityWide Cleaning	\$ 227.32
stmt	18-Jul	45400.370	Home Depot	\$ 317.73
9029	14-Jul	45400.370	laundry express	\$ 79.46
9000	14-Jul	45400.370	laundry express	\$ 101.80

Parks \$ 11,532.76

INVOICE	DATE PAID	CODING	VENDOR	AMOUNT
stmt	15-Jul	47140.000	Orrstown Bank - F550 payment	\$ 731.15
stmt	22-Jul	47140.000	Orrstown Bank - firetruck payment	\$ 10,090.93
stmt	15-Jul	47240.000	Orrstown Bank - F550 payment	\$ 86.43
stmt	22-Jul	47240.000	Orrstown Bank - firetruck payment	\$ 780.14
JD 331G	20-Jul	43000.700	JD - yearly lease	\$ 10,329.48

Vehicles \$ 22,018.13

INVOICE	DATE PAID	CODING	VENDOR	AMOUNT
06/01-06/30/22	8-Jul	48700.153	One America	\$ 627.56
06/01-06/30/22	8-Jul	48700.154	One America	\$ 520.56
06/01-06/30/22	8-Jul	48700.158	One America	\$ 471.91
93168-0	1-Jul	48700.159	Benecon	\$ 24,203.22

Insurances \$ 25,823.25

\$ 342,057.90