

WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS

7171 Allentown Blvd
Harrisburg, PA 17112

Board of Supervisors Meeting Minutes THURSDAY, AUGUST 18, 2022

1. **Call to Order, Pledge of Allegiance & Invocation**
2. **Approval of Previous Meeting Minutes**
 - A. Consideration of the meeting minutes from July 21
Motion: Secretary/Treasurer Steinmeier moved, seconded by Vice Chair Miller. The motion was unanimous.
3. **Correspondence**

Letter from PEMA regarding Kyle Miller to serve as Emergency Management Coordinator
4. **WHT Fire Company In-Person Report**

Matt Senft, Assistant Chief reported that there were 52 calls in July: 22 in West Hanover and 30 mutual aid, assisting in another township. There were 127-man hours involved in incidents; 20-man hours in training; and 366-man hours in outside training. Call volume and man hours were down so far in August, with the first call coming on this date. They currently have 2 live-ins.
5. **First Public Comment**

Mark Childs, Brookridge Court – Sees that under New Business there is consideration to accept the Municipal Park Agreement associated with Robert Fowler Subdivision/Land Development Plan. He was told this is a done deal and he wants to express his concern and disappointment.

Jeff Shade, N. Fairville Avenue – Asked if there is a status update regarding the Prologis appeal. Township Solicitor Stinnett is working on the responsive brief at this time.

Richard Enck, Hillside Road – Pointed out several vendor site payments went up from June to July. Also said he received a notice on his door about the upcoming road paving in Holiday Park & Houck Manor. Asked if the two coats are going to be back-to-back.
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
Motion: Supervisor Megonnell moved, seconded by Supervisor Zimmerman. The motion was unanimous.
 - (2) Payroll for July 29, Net: \$42,951.50 – Gross: \$55,922.13
Motion: Supervisor Megonnell moved, seconded by Vice Chair Miller. The motion was unanimous.
 - (3) Payroll for August 12, Net: \$43,126.77 – Gross: \$55,785.18
Motion: Supervisor Megonnell moved, seconded by Supervisor Zimmerman. The motion was unanimous.
 - (4) Vouchers pre-paid via paper check for July was \$13,886.89
Motion: Vice Chair Miller moved, seconded by Supervisor Zimmerman. The motion was unanimous.
 - (5) Vouchers pre-paid via ACH transfer & Vendor Sites for July was \$342,057.90
Motion: Vice Chair Miller moved, seconded by Supervisor Megonnell. The motion was unanimous.

8. Old Business: None

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
Township Manager Gossert said we are requesting to have a public hearing to remove the preliminary plan requirement for small subdivision plans, under 4 lots, on a public street. It is waived every time and the Planning Commission requested this amendment. Vice Chair Miller added that the way that it is no written protects the developer and not the Township.
Motion: Supervisor Megonnell moved, seconded by Vice Chair Miller. The motion was unanimous.
- 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
Township Solicitor Stinnett spoke on both B. & C. saying complaints were filed that the properties are being used in violation of the Zoning Ordinance. It is planned that the Zoning Ordinance, regarding this issue, will be re-written to better address

and handle short-term rental or Air Bnb. Township Manager added that this was a 3-bedroom home which is now being advertised for rental as a 7-bedroom home. No permits were issued for the construction. There are bedrooms in the basement that do not meet code.

Motion: Supervisor Zimmerman moved, seconded by Supervisor Megonnell to have the Township Solicitor attend the Zoning Hearing Board Meeting on behalf of the Township. The motion was unanimous.

- 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

Motion: Vice Chair Miller moved, seconded by Secretary/Treasurer Steinmeier. The motion was unanimous.

- 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

Motion: Vice Chair Miller moved, seconded by Secretary/Treasurer Steinmeier. The motion was unanimous.

- F. Consideration of 22.004 Creekvale Phase 6 final Land Development Plan and waiver from Section 173-11 Preliminary Plan
To approve the waiver to the preliminary plan requirement, section 173-11

Andrew Williams, A.P. Williams & Williams Site Civil, said this is the last residential phase of Creekvale. The homes will be in East Hanover but will be accessed via West Hanover.

Motion: Supervisor Zimmerman moved seconded by Secretary/Treasurer Steinmeier. The motion was unanimous.

To approve the Final Land Development Plan 22.004 Creekvale Phase 6

Motion: Supervisor Zimmerman moved, seconded by Vice Chair Miller. The motion was unanimous.

10. New Business

- A. Consideration to approve the 2023 Budget Schedule

Motion: Vice Chair Miller moved, seconded by Supervisor Megonnell. The motion was unanimous.

- B. Consideration of Resolution 2022-42, Capital Project Bond Reimbursement

Township Manager Gossert said this is the beginning stage if the Township will need to borrow money for the municipal complex.

Audrey Bear, Managing Director of Piper/Sandler in Camp Hill spoke of how they will help the Township if/when money needs to be borrowed, with structure of payments, bank loan or bond issue,

etc. Jennifer Karen, Bond Attorney with Eckert, Seamans, Cherin & Mellott in Harrisburg. She briefly reviewed what her role would be as bond council.

Motion: Supervisor Megonnell moved, seconded by Vice Chair Miller. The motion was unanimous.

- C. Consideration to accept the Municipal Park Agreement associated with Robert Fowler Subdivision/Land Development Plan Township Solicitor Stinnett there is an option to take the 30.17 acres from the developer and Mr. Fowler as well as \$100,000 for initial maintenance as well as \$100,000 for future park maintenance. About 1/3 of this property is in East Hanover Township.

Motion: Supervisor Zimmerman moved, seconded by Supervisor Megonnell. The motion was unanimous.

- D. Consideration to add tuition reimbursement to the current Employee Manual Township Manager Gossert said this is a request to allow employees to pursue educational opportunities beneficial to the Township. It would offer a 50% reimbursement of the cost of only tuition to be paid to the employee at the successful completion of the class and presentation of a B- or higher grade. It would also require the employee to remain with the Township for 5 years or they would have to pay the amount back. This has been done before but there was never a policy in place so the Township and the employee both know what is expected.

Motion: Supervisor Zimmerman moved, seconded by Secretary/Treasurer Steinmeier. The motion was unanimous.

- 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

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier. The motion was unanimous.

At this time Township Manager Gossert mentioned that the new Township website launched the day before and encouraged everyone to check it out. We will be adding more information as time goes by. Civic Plus is the provider and they have been training Township staff on how to manage the site.

At this time Solicitor Stinnett said that he was contacted by East Hanover Township that they are having issues with trucks on Jonestown Road. There currently is a sign at the Township line but by then it's too late. They would like to place another sign in our

Township by the Sheetz. They will pay to have this done. No formal approval needed, just ok by the Board.

11. **Second Public Comment**

Harold Harman, Catherine Street – Asked Secretary/Treasurer if he would be attending the upcoming Senior Lunch on September 15.

Richard Enck, Hillside Road – Regarding tuition reimbursement, he doesn't know the whole story, but he wants to pass it on, back when the Zoning & Planning Administrator, Janet Hardman worked here the Township paid for her to take classes at HACC then she left. But now she's back. Township Manager Gossert responded that there was no policy in place back then.

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**

Supervisor Zimmerman – Sorry the State Police weren't here this evening. This morning when she was leaving her home and there were State Police were in the area and she saw a trooper leading a horse through a field. Something that they do but they are probably not fond of. Also, we have not received a quarterly report from Mr. Holmes (Parks & Rec Director) for some time but that was an agreement with him to provide the report. She would like to see that start up again. Finally, she hates when someone says, "it's a done deal", she usually knows how she is going to vote but she comes to the meetings with an open mind and listens to the residents and the board to make up her mind, so her vote is never a done deal.

Supervisor Megonnell – Have to sign up for the above-mentioned Senior Expo Drive Thru with Representative Lewis' office. PSATS is having their Regional Forum on August 31.

Secretary/Treasurer Steinmeier – Attended the Senior Lunch that afternoon, it was very good and there were about 130 in attendance. He is a member of the East Shore Business Association with Don Holmes and Janet, and the Association is in trouble. They are trying to come up with some ideas to increase membership.

Vice Chair Miller – As Emergency Management Coordinator, he has been to the county for training, and he is working on updating our Emergency Plan which will then have to be voted on by our board.

At this time Mark Childs, Brookridge Court, said he forgot to ask about the digital speed limit sign at Manor Drive and Avondale Terrace. Did the

Township or PennDOT put it there? Chair Connors responded that the Township did as a deterrent for speeding, and there is another sign on Jonestown Road.

Chair Connors – There are 7 residents on Zoom. Thank everyone for their continued participation.

14. **Adjournment at 7:30 p.m.**

Motion: Supervisor Megonnell moved, seconded by Vice Chair Miller. The motion was unanimous.