

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, NOVEMBER 7, 2016**

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 – October 17, 2016- *Mrs. Zimmerman moved, seconded by Mr. Harman to approve the regular meeting minutes of October 17, 2016. Motion passed 4-0, with Chairman Klein abstaining.*

CORRESPONDENCE

Chairman Klein briefly reviewed the correspondence items and informed the public that all correspondence is available for review. The following item was brought up for comment/discussion:

FROM: Water & Sewer Authority **RE:** 7171 Allentown Boulevard- Mr. Steinmeier explained that there was a sewage backup that occurred at the township building. He was present when the sewer line was opened and camera equipment was lowered into the line. The line had significant build up due to pipe deterioration, sludge and grease. The township building has no cooking facilities so it is unclear as to how grease was in the line. The Water & Sewer Authority suggested that the line be snaked once a year in order to keep it clear.

PUBLIC COMMENT: 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 November 4, 2016	\$2,656,570.90
Liquid Fuels Balance as of November 4, 2016	\$526,438.27
Capital Reserve Fund Balance as of November 4, 2016	\$635,514.57

B. Deposit Activity since October 18, 2016 \$59,953.63

Mr. Steinmeier reported the gross payroll of October 28, 2016 totaled \$28,388.09. *Mr. Miller moved, seconded by Mrs. Zimmerman to approve the payroll of October 28, 2016 in the amount of \$28,388.09. Motion passed 4-0, with Mr. Harman abstaining.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates were \$466.23. ***Mr. Harman moved, seconded by Mr. Miller to approve the vouchers prepaid to meet due dates in the amount of \$466.23. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved is 240,559.04 ***Mr. Harman moved, seconded by Mr. Miller to approve the vouchers in the amount of \$240,559.04. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$2,921.74. ***Mr. Harman moved, seconded by Mrs. Zimmerman to approve the vouchers to be paid by Fire Tax in the amount of \$2,921.74. Motion passed unanimously.***

PLANNING COMMISSION AND ZONING REPORTS

Motion- Authorization to send to Dauphin County Planning Commission, #16.003 Creekvale Phases 2 & 3

Mrs. Zimmerman moved, seconded by Mr. Harman to authorize sending #16.003 Creekvale Phases 2 & 3 to the Dauphin County Planning Commission for review and comment. Motion passed unanimously.

OLD BUSINESS

Discussion- Classic Communities, Stormwater and Road Issues- No information to report.

Motion- Abandonment of Emergency Access Road in Brynfield Development- This issue was discussed at the October 17th meeting. Solicitor Yost and counsel representing the Brynfield HOA suggested that an agreement be executed rather than the board adopt a Resolution. The board agreed to the suggestion.

Mr. Miller moved, seconded by Mrs. Zimmerman to authorize the agreement to the abandonment of the Brynfield Emergency Access Drive. Motion passed unanimously.

NEW BUSINESS

Motion – Consent Items: Section 607. (4): Improvement Guarantee Release, Sleep Inn- Ms. Letavic from HRG explained that they do not recommend requiring a maintenance guarantee for this site as the remaining improvements are minor. The major improvements have been installed for eighteen months. Mrs. Zimmerman asked what remaining improvements are necessary. Ms. Letavic stated the following items need to be completed: mulching, storm drainage, concrete monuments and a handicapped ramp needs to be installed. Mrs. Zimmerman asked that in the future the necessary improvements be listed for the board to review.

Mr. Miller moved, seconded by Mrs. Zimmerman to approve the full release of the Improvement Guarantee Reduction in the amount of \$21,317.33 for the Sleep Inn. Motion passed unanimously.

Motion-Pay Applications #1 & #2, Parks & Recreation Storage Shed- Mr. Rosario stated that this project has been paid for with FILO funds. Mrs. Zimmerman commented that the contractor did a great job on the project.

Mrs. Zimmerman moved, seconded by Mr. Harman to approve Pay Applications #1 & #2, Parks & Recreation Storage Shed. Motion passed unanimously.

Motion-Scope of Work, NPDES MS4 PAG-13 2017- Ms. Letavic reviewed the Scope of Work for the board. The township is required to file a Notice of Intent (permit application) 180 days prior to the expiration of the current PAG-13, which is March 15, 2018. The last business day prior to the application due date is September 15, 2017. The township is required to submit a Pollutant Reduction Plan for the Chesapeake Bay and unnamed tributaries to Manada Creek and Beaver Creek. HRG will meet with township staff to review the changes to the PAG-13 and how they will be implemented. The Notice of Intent form will be submitted to PADEP by HRG. The MS4 map is currently out of date and will be updated by HRG. A combined Chesapeake Bay and Impaired Water Pollutant Reduction Plan will be completed and submitted by HRG. The estimated cost of the Scope of Work is \$43,440.00 with the project beginning in 2017. There was general discussion regarding the project and that it is required by the PADEP. Mr. Steinmeier commented that this is an example of one more unfunded mandate that the township must fund.

Mr. Steinmeier moved, seconded by Mr. Miller to approve the Scope of Work, NPDES MS4 PAG-13 2017. Motion passed unanimously.

Motion-Resolution 2016-48, Temporary Closing of Manor Drive- Chairman Klein reviewed the dates and times. He suggested that Mr. Rosario notify the school district in case the road closure exceeds the scheduled reopen time of 2:30 PM.

Mrs. Zimmerman moved, seconded by Mr. Harman to adopt Resolution 2016-48, Temporary Closing of Manor Drive. Motion passed unanimously.

Motion-Resolution 2016-49, 2017 Tax Levy

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to adopt Resolution 2016-49, 2017 Tax Levy. Motion passed unanimously.

Motion-Resolution 2016-50, 2017 Fee Schedule- Don Holmes, Parks & Recreation Director, commented that the room rental fees may be lowered. The Parks & Recreation board meets next week and plan to discuss and finalize rental fees. Chairman Klein stated that the board of supervisors can amend the Resolution if the fees change.

Mr. Miller moved, seconded by Mr. Harman to adopt Resolution 2016-50, 2017 Fee Schedule as presented. Motion passed unanimously.

Motion-Advertisement of 2017 Budget – The proposed budget will be available for review for twenty days.

Mr. Harman moved, seconded by Mr. Miller to advertise the 2017 West Hanover Township budget. Motion passed unanimously.

Motion- Financial investments for 2017- Bids were received from Fulton Bank (Rate .05%) and Mid-Penn Bank (Rate .90%). The certificates of deposits are currently with Mid-Penn Bank.

Mrs. Zimmerman moved, seconded by Mr. Harman to renew the three certificates of deposit with Mid Penn bank for 2016. Motion passed unanimously.

Motion- Request for Septic Pumping Extension, 793 Piketown Road

Mrs. Zimmerman moved, seconded by Mr. Harman to approve the request for a pumping extension for the property at 793 Piketown Road. Motion passed unanimously.

Motion- Award Cleaning Bid- Mr. Rosario stated the township staff have offered to clean their offices/buildings. There is no need for the board to award a cleaning bid for township offices/buildings.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Chairman Klein stated that an Executive Session was held prior to the meeting to discuss legal, real estate, and personnel matters.

Mrs. Zimmerman recommended that the November 21st board meeting be rescheduled so the board can present the Gaming Grant Applications to the Dauphin County Gaming Advisory Board. The board decided to reschedule the November 21st meeting to November 28th. The public hearings that were scheduled for November 21st will be rescheduled to the December 19th meeting.

Mrs. Zimmerman brought up the following items:

- In 2017 the board needs to review a five year plan for equipment. The public works equipment is old and many pieces are in need of repair. Mr. Harman commented that he has a dump truck that won't pass inspection due to a rusted frame. The public works staff is working on repairing the vehicle. It would cost approximately \$18,000.00 for Triple K to repair the vehicle; a new a truck will cost approximately \$150,000.00.
- Mrs. Zimmerman would like the suggestion of moving the township offices to the recreation center be placed on the agenda for discussion.
- Does the board want to solicit RFP's for 2017? Mr. Harman said RFP's should be requested.
- The township office should be closed on Election Day. Mr. Steinmeier commented that staff can take a vacation day if they don't want to work on Election Day. *Mrs. Zimmerman moved, seconded by Mr. Harman to close the township office on Election Day. Motion passed 3-2 on a roll call vote, with Mr. Harman, Mr. Miller, and Mrs. Zimmerman voting yes and Mr. Klein and Mr. Steinmeier voting no.*
- Mrs. Zimmerman complimented Peggy Marks for her work on the newsletter. She commented the layout of the newsletter is good. Mr. Harman agreed with Mrs. Zimmerman's comments.

Mr. Holmes asked for confirmation that a public hearing is necessary to amend the Ordinance to allow alcohol to be served at the recreation center. Chairman Klein confirmed that a public hearing is required to amend an Ordinance.

Mr. Steinmeier commented that a resident wants to build a home on 18 acres that was given to him from his father and that he is have problems with all the township requirements. The resident was informed that he must hire an engineer to design plans, present them to the planning commission, and then the board of supervisors must approve. Mr. Steinmeier commented that the cost factor is getting out of control for residents who want to build a home in the township. There was discussion

that there are state requirements that townships must enforce. Mrs. Zimmerman commented that everyone needs to follow the regulations of the state and the township.

PUBLIC COMMENT

Mark Chiles, 228 Brookridge Court- Mr. Chiles commented that Hollywood Casino has ensured Dauphin County that the casino's local funding will continue through at least June 2017. The casino pledged to continue paying as much as \$6.5 million.

SUPERVISORS COMMENTS

Mrs. Zimmerman reminded everyone one to vote early, vote often, and pray.

Mr. Harman said the recreation center will be serving good food all day. He encouraged everyone to stop by.

ADJOURNMENT: 7:45 PM