

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, DECEMBER 5, 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-Absent	Adam Klein, Chairman
Kyle Miller, Supervisor	Donald Steinmeier, Secretary-Treasurer
Gloria Zimmerman, Vice Chairperson	

APPROVAL OF MINUTES

Regular meeting – November 28, 2016- Mrs. Zimmerman pointed out a correction regarding the discussion regarding ECHO housing. Residents who add a cottage/home to their property will need to hook up to public sewer.

Mrs. Zimmerman moved, seconded by Mr. Miller to approve the regular meeting minutes of November 28, 2016 as amended with the correction. Motion passed unanimously.

CORRESPONDENCE: None

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 December 2, 2016	\$2,485,874.26
Liquid Fuels Balance as of December 2, 2016	\$526,610.87
Capital Reserve Fund Balance as of December 2, 2016	\$635,722.94

B. Deposit Activity since November 28, 2016 \$21,860.86

Mr. Steinmeier reported the vouchers prepaid to meet due dates was zero.

Mr. Steinmeier reported the total for the vouchers to be approved is \$37,975.32. *Mr. Miller moved, seconded by Mrs. Zimmerman to approve the vouchers in the amount of \$37,975.32. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$4,330.23. *Mrs. Zimmerman moved, seconded by Mr. Miller to approve the vouchers to be paid by Fire Tax in the amount of \$4,330.23. Motion passed unanimously.*

PLANNING COMMISSION AND ZONING REPORTS: None

OLD BUSINESS

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

NEW BUSINESS

Motion – Consent Items: Section 607. (4): None

Presentation-All Way Stop Study, Jonestown Road and Manor Drive- Ms. Letavic from HRG addressed the board regarding the all-way stop study that was conducted at Jonestown Road and Manor Drive on September 29, 2016. She reviewed tables that explained the traffic counts, existing and proposed level of service, and sight distance. There was discussion regarding the results of the studies and PennDOT requirements. Ms. Letavic explained that the sight distance at this location hasn't changes significantly in the last ten years, however how sight distance is measured has changed. The old requirement was 14 ½ feet from the paved edge, and the new requirement is 10 feet. As a result of the study HRG recommends an all-way stop sign at Jonestown Road and Manor Drive. It is suggested that a red flashing beacon be added to the new stop signs along Jonestown Road. Mr. Rosario will draft a Resolution for board approval.

Motion-Resolution 2016-51, 2017 Budget

Mr. Miller moved, seconded by Mrs. Zimmerman to adopt Resolution 2016-51, 2017 Budget. Motion passed unanimously.

Motion-Authorization to Hire Full Time Public Works Employees – Mr. Steinmeier asked if the purpose of hiring two full time employees is to assist the parks and recreation department. Mr. Rosario stated the public works department has and will continue to assist the parks and recreation department as needed, however that is not the reason to hire two full time employees. Mr. Rosario explained that there are projects scheduled for 2017 that will require more staffing. Adding two employees will also cut down on the overtime pay for snow plowing. Mrs. Zimmerman asked if either candidate has their CDL. Mr. Rosario stated that neither candidate has their CDL but they are required to obtain it within their six month probationary period. There was discussion that the addition of two employees will help in completing projects in a shorter period of time.

Mr. Miller moved, seconded by Mrs. Zimmerman to authorize the hiring of two full time public works employees. Motion passed unanimously.

Report-Volunteer vacancies for 2017- Ms. Riley informed the board that she forgot to add William Rehkop to the list. Mr. Rehkop currently holds seat #1 on the Water and Sewer Authority. Appointments will take place at the reorganizational meeting on January 3, 2017.

Report-Federal Holidays for 2017- The 2017 township holiday schedule will be determined at the reorganizational meeting on January 3, 2017.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mr. Rosario explained that a Resolution must be adopted this evening in order to authorize him to

sign and execute any and all documents related to the final sale and closing the purchase of 7590 Jonestown Road on behalf of the township. The closing is set for 12:00pm on December 9, 2016.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to adopt Resolution 2016-52, Authorization for Manager to Sign Closing Documents. Motion passed unanimously.

Mr. Rosario stated the Pennsylvania American Water is not responding to his requests to obtain paperwork to convert private hydrants to public hydrants for Lexington Woods and Arondale. He said he will continue to call to obtain the necessary paperwork.

PUBLIC COMMENT: None

SUPERVISORS COMMENTS

Mrs. Zimmerman reminded everyone that Breakfast with Santa is December 10th and the Yule Log Celebration is December 11th.

Mr. Miller reminded everyone the Santa Run is December 11th. The run begins at 2:45pm and will end at the recreation center to join in the Yule Log Celebration. He brought up the Shelter Fundamentals seminar that Mr. Rosario is going to attend on December 10th, he said that one will be held in February and suggested that the parks and recreation directors attend that seminar.

Mr. Steinmeier asked Mr. Rosario that when he prepares the 2018 budget that it include overtime pay for all employees.

Mrs. Zimmerman thanked Wonders Found Consignment Shop for donating the Christmas tree and decorations to the township office.

ADJOURNMENT: 7:30 PM