

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, APRIL 17, 2017**

WORKSHOP SESSION

CALL TO ORDER – 6:00 p.m.

Chairman Klein called the workshop to order at 6:00 pm.

ROLL CALL

Harold Harman, Supervisor
Kyle Miller, Supervisor
Gloria Zimmerman, Vice Chairman

Adam Klein, Chairman
Don Steinmeier, Secretary-Treasurer

PUBLIC COMMENT: None

OLD TOPICS: None

NEW TOPICS

Discussion-Township Website- Mr. Rosario presented a brief overview of the current website. The developer of the website is no longer in business but will update the site as requested. Township staff has limited access regarding updating information on the site; Mr. Rosario reviewed the sections of the website that can be edited. The 2017 budget has allocated \$10,000.00 for the development of a new website. Two quotes have been obtained for the proposed project.

Nixon Media submitted a quote in the amount of \$7,180.00 and Higher Information Group submitted a quote in the amount of \$9,750.00. Mr. Rosario explained that the new website will have a page for each department and that the department will be responsible for the content of the page. The township manager will have the ability to edit the department pages if necessary. There will be a calendar page that will list all activities for all departments. Chairman Klein commented that the following information is necessary for the website: (1) Address and phone number of the township office (2) Codes online must be current (3) One calendar for all township activities (4) Meeting minutes online must be current. He said that flexibility to update the website quickly and easily is essential. Jeannette Zimmerman, Parks & Recreation Assistant Director, asked about the memory capacity of the website. Mr. Rosario commented that he doesn't have specific information until a vendor has been approved and the design begins.

Mr. Rosario explained that Netrepid will continue to host and monitor the website for the township. There was brief discussion that the current website may contain some viruses. Mr. Miller asked if Netrepid monitors the township website for viruses. Mr. Rosario stated that he will have to contact Netrepid regarding Mr. Miller's question.

Mr. Steinmeier asked for more information regarding Nixon Media and where they located. Mr. Rosario said he is not sure where their office is but that they were recommended by Steve Kurtz. Solicitor Yost suggested that Mr. Rosario obtain some more information regarding the company as well as contact some of their current clients before a decision is made.

Mr. Miller commented that it is time to upgrade the website and the township staff needs to be in control of the site.

ADJOURNMENT: 6:30 PM

An Executive Session was held following the workshop.