

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, JUNE 19, 2017**

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 –June 5, 2017- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the regular meeting minutes of June 5, 2017. Motion passed 4-0, with Chairman Klein abstaining.*

CORRESPONDENCE

FROM: Paxtang Fire Police TO: Kyle Miller, Fire Police Captain RE: Paxtang Independence Parade- Mr. Miller commented the letter was sent as a courtesy. The board authorized the fire police to attend the event at the reorganizational meeting.

PUBLIC COMMENT: None

PUBLIC HEARING/MEETINGS: 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 June 15, 2017	\$3,270,329.15
Liquid Fuels Balance as of June 15, 2017	\$848,656.09
Capital Reserve Fund Balance as of June 15, 2017	\$646,242.61

B. Deposit Activity since June 6, 2017 \$44,852.01

Mr. Steinmeier reported the gross payroll of June 9, 2017 totaled \$33,998.18. *Mr. Miller moved, seconded by Mrs. Zimmerman to approve the payroll of June 9, 2017 in the amount of \$33,998.18. Motion passed 4-0, with Mr. Harman abstaining.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates were \$175.00. *Mrs. Zimmerman moved, seconded by Mr. Harman to approve the vouchers prepaid to meet due dates in the amount of \$175.00. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$55,863.81. *Mr. Miller moved, seconded by Mr. Harman to approve the vouchers in the amount of \$55,863.81. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$20,047.41. *Mr. Harman moved, seconded by Mrs. Zimmerman to approve the vouchers to be paid from Fire Tax in the amount of \$20,047.41. Motion passed unanimously.*

PLANNING COMMISSION AND ZONING REPORTS: None

OLD BUSINESS

Discussion- Townes at Hershey Road, Stormwater and Road Issues- Solicitor Yost stated he is waiting to meet with HRG to review questions he has regarding estimates they provided.

Motion-Requested Appeal for 7818 Skyline Drive- Solicitor Yost has completed legal research regarding the information presented from the resident's legal counsel. Mr. Rosario stated Marty Sowers has set up an inspection to evaluate the property and the box truck. Solicitor Yost suggested a thorough inspection of the property. He wants to make sure the property is not being damaged and wants to know what is being stored in the box truck. Solicitor Yost commented the township needs to make sure the contents of the truck are not combustible.

Mr. Steinmeier commented that in the 1980's residents were allowed to have one junk vehicle on their property. He stated the resident has lived at the property for many years and should be allowed to keep the box truck on the property until she sells the property. Solicitor Yost suggests the township complete the inspection prior to making a final decision.

Discussion-Pine View Development- Solicitor Yost stated the HOA would like to use the funds being held in escrow to pave their road. He suggests that due to the bankruptcy, the township not release the funds. Solicitor Yost recommends the HOA complete the necessary work at their own cost and perhaps when the bankruptcy is finalized funds can be used for reimbursement.

NEW BUSINESS

Motion – Consent Items: Section 607. (4): Mr. Rosario reviewed his memo to the board regarding paying for medical benefits for Codie Zimmerman should the board approve the request to change his status from part time to full time.

Motion-Parks & Recreation Part Time/Full Time Maintenance Employee- Mrs. Zimmerman asked for clarification of the pay rates for part time employees and camp counselors. Don. Holmes, Director of Parks & Recreation, explained that there will be two different rates of pay for the positions. He clarified that Ryan Cleaver and Codie Zimmerman are returning as camp counselors and will receive two rates of pay. The summer recreation program will run for six weeks. There was discussion regarding Mr. Holmes request to move Codie Zimmerman from part time status to full time status. Mr. Steinmeier commented that he doesn't think that a full time employee is needed at this time. Mr. Holmes reviewed the duties of the part time maintenance employees. He stated the programs and parks are growing and therefore there is a need for a full time employee. Mr. Holmes stated that in 2016 there was one full time and two part time maintenance employees. There was a brief discussion regarding the summer camp counselor positions. Mr. Holmes stated the staff from last year wanted to return for 2017 therefore he didn't need to look for any new applicants. Mr.

Holmes stated that Codie would be declining medical benefits because he already has coverage. Mr. Miller stated he thinks Mr. Holmes wouldn't submit the request unless it was necessary.

Mr. Miller moved, seconded by Mr. Harman to approve Codie Zimmerman's employment status be changed from part time to full time. Motion passed unanimously.

Motion-Parks & Recreation Summer Camp Counselors

Chairman Klein moved, seconded by Mr. Miller to approve hiring five summer camp counselors at a rate of \$11.33 per hour. Motion passed unanimously.

Motion- Township Website- Mr. Rosario reviewed the current website and the recommended format for the new website. 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. The color scheme and page concepts were discussed. The project time line is approximately four months. It was the consensus of the board to move forward with the project as presented this evening.

Motion-Fairville Park Playground Equipment- Jeannette Zimmerman, Assistant Parks & Recreation Director, handed out a revised proposal from Lyon's Recreation (Proposal #2). All companies that submitted bids are Costar approved vendors. Mrs. Zimmerman briefly reviewed the proposals; she recommends Proposal #3 submitted by Recreation Resource USA. The township received a \$50,000.00 gaming grant that will help pay for the project. The public works department will remove the old playground equipment.

Mr. Steinmeier moved, seconded by Mr. Harman to authorize Proposal #3 from Recreation Resource USA in the amount of \$59,642.00 for playground equipment for Fairville Park. Motion passed unanimously.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Mr. Rosario brought up the Municipal Officials Breakfast that was held last week. There was a brief discussion regarding the proposed fee for state police protection. It has still not been decided what the fee will be and who is responsible to pay the fee. Mrs. Zimmerman commented that the service provided to the township will not change and that the fee will not be \$25.00 per resident. Mr. Steinmeier commented that Representative Mike Sturla recommends the fee be set at \$100.00 per resident.

Solicitor Yost brought up the open space easement agreement for 313 South Oak Grove Road. Mr. Rosario commented that this is not something that is normally presented to the board. He explained that Solicitor Yost was reviewing the content of the proposed open space easement agreement from the resident's legal counsel. Mr. Rosario commented that it is a standard agreement. Mrs. Zimmerman commented that the board should be informed regarding this type of agreement.

PUBLIC COMMENT

Bill McCahan, 7230 Jonestown Road- Mr. McCahan commented it was stated at the Pennsylvania State Police budget hearing that half of the budget goes to municipalities with police forces. Don Konkle, Executive Director of the Pennsylvania Fire & Emergency Service institute has worked with the State Police legislative liaison to allow Troop H to share crash reports with the township.

SUPERVISORS COMMENTS

Mr. Steinmeier had the following comments:

- The intersection of Manor Drive and Tiverton Lane is very dangerous. He is glad that public works is going to install a “Hidden Intersection” sign near Tiverton Lane.
- The township needs to look into installing a stop sign on North Fairville Avenue and the intersection of Rabbit Lane.
- The township needs to start drafting a marijuana Ordinance.
- The employee handbook needs to be updated.
- The transient license requirements need to be updated. The current license is issued for 90 days and is \$40.00 per month. He thinks the license period should be for 7-10 days.
- He asked for an update on the right of way situation at Moyer Road. Mr. Rosario said he will probably have to go to the court house to look through deeds. Mr. Steinmeier will speak to the Water & Sewer Authority and get HRG involved. Mr. Steinmeier commented the Water & Sewer Authority want to install a pumping station at that location.
- A 411 acre park near the Dauphin County Conservation District opened today. The county owned park is named after the Detweiler family who previously owned the property. The family donated \$897,500 to help the county purchase the \$2.4 million park. A grant from the Pennsylvania Department of Conservation and gaming grant funds from the Hollywood Casino were used to pay for the remaining cost.

Mrs. Zimmerman requested an Executive Session immediately following the meeting.

ADJOURNMENT: 8:05 PM