

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, JUNE 20, 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
Steve Kurtz, Supervisor	Donald Steinmeier, Secretary-Treasurer
Gloria Zimmerman, Vice Chairman	

APPROVAL OF MINUTES

Regular meeting – June 6, 2016- *Mr. Harman moved, seconded by Mrs. Zimmerman to approve the regular meeting minutes of June 6, 2016. Motion passed unanimously.*

Workshop meeting – June 13, 2016- *Mr. Harman moved, seconded by Mr. Steinmeier to approve the workshop meeting minutes of June 13, 2016. Motion passed unanimously.*

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: John and Kathleen Lynch TO: Board of Supervisors RE: Handicapped Parking Space Request- Chairman Klein suggested that more information be obtained from the resident. He recommended pictures of the home area be obtained. Once more information is received, the township will follow up with a letter to the HOA.

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 June 17, 2016	\$2,339,276.10
Liquid Fuels Balance as of June 17, 2016	\$635,838.56
Capital Reserve Fund Balance as of June 17, 2016	\$634,452.96

B. Deposit Activity since June 7, 2016	\$65,148.59
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Mr. Steinmeier reported the gross payroll of June 10, 2016 totaled \$29,517.44. *Mrs. Zimmerman moved, seconded by Mr. Kurtz to approve the payroll of June 10, 2016 in the amount of \$29,517.44. Motion passed 4-0, with Mr. Harman abstaining.*

Mr. Steinmeier reported the vouchers prepaid to meet due dates were \$20,968.10. *Mrs. Zimmerman moved, seconded by Mr. Harman to approve the vouchers prepaid to meet due dates in the amount of \$20,968.10. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved is \$39,685.06. *Mr. Harman moved, seconded by Mrs. Zimmerman to approve the vouchers in the amount of \$39,685.06. Motion passed unanimously.*

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$19,290.64. *Mr. Kurtz moved, seconded by Mr. Harman to approve the vouchers to be paid by Fire Tax in the amount of \$19,290.64. Motion passed unanimously.*

PLANNING COMMISSION AND ZONING REPORTS: None

OLD BUSINESS

Discussion- Section 195-100, ECHO Housing- Mr. Rosario stated that Tri-County Planning Commission is reviewing the proposed Ordinance. It will be placed on next month's agenda once comments are received from Tri-County Planning Commission.

Discussion- Classic Communities, Stormwater and Road Issues- Solicitor Yost has been working with legal counsel from Cunningham, Chernicoff, Warshawsky, PC who is the firm representing Classic Communities in their Chapter 11 bankruptcy. He commented that Classic Communities wants to work with the township on the outstanding issues.

Discussion – Speed Humps for Avondale Terrace and Manor Drive- There was no discussion regarding this issue.

Motion-Authorization to Accept Agreement between A.P. Williams and Township for the Recreation Center Storage Addition- Mrs. Zimmerman asked if the performance bond was received. Mrs. Fesig stated that A.P. Williams's staff questioned the requirement of a performance bond since they are funding the project. Solicitor Yost suggested that Mr. Williams contact him directly to discuss the issue.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to accept the agreement between A.P. Williams and Township for the Recreation Center Storage Addition with the execution of a performance bond and payment bond. Motion passed unanimously.

Motion-Reserve at Manada, FILO Fees- Chairman Klein stated that this item was discussed in an executive session held prior to the meeting. The board is waiting on final information from Solicitor Yost. Jeff Holt, chairman of the parks and recreation board, stated his board will not move forward with any more planning until a final decision is made by the board of supervisors.

NEW BUSINESS

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

Motion-Scope of Work for Professional Engineering Services, Fire Company No. 1-NPDES Permit Closure- Erin Letavic from HRG addressed the board regarding the response from Dauphin County Conservation District (DCCD) regarding the Notice of Termination denial letter. In response to the denial letter, HRG provided DCCD with a simple calculation and plan mark-up for review. DCCD did not accept the calculation and plan mark-up. In order for the township to leave the improvements in place that were installed in place of Swale 1 and Rain Garden 1 the following must occur: (1) Provide documentation to DCCD that the site meets its NPDES permit obligations by demonstrating that the required stormwater volume is infiltrated or treated. (2) Provide an updated Post-Construction Stormwater Management Plan. HRG is proposing a scope of work that includes two phases. Phase 1 will include a topographic survey to include Rain Garden No. 2, Swale 1, and Swale 3 (the proposed location of the proposed infiltration trench). Phase 2 will be a letter of response to DCCD to include a hybrid as-built plan, an updated hydrology memo, and operation and maintenance schedule. The cost of the scope of work is \$4,110.00. There was a brief discussion regarding the project. Mrs. Zimmerman commented that she is upset because the original plan never worked. She said that she and Mr. Brulo met at the site several times to inspect the failing project.

Mrs. Zimmerman moved, seconded by Mr. Harman to authorize the Scope of Work for Professional Engineering Services, Fire Company No. 1-NPDES Permit Closure in the amount of \$4,110.00. Motion passed unanimously.

Motion-Salary Increase for Public Works Employee- Mr. Harman explained that Mr. Stitley's employment status changed from part time to full time on July 7, 2015. Six months after the status change Mr. Stitley's wage was to increase from \$18.00 per hour to \$20.00 per hour. Mr. Harman stated that Mr. Stitley is well qualified for the position. There was a brief discussion regarding pension eligibility; Mr. Rosario stated that one year of service must be completed to be eligible for the pension program.

Mr. Harman moved, seconded by Mrs. Zimmerman to approve the pay increase from \$18.00 per hour to \$20.00 per hour for John Stitley effective January 7, 2016. Motion passed unanimously.

Motion- Resolution 2016-40, Application for Traffic Signal- Mr. Rosario that the resolution is standard PennDOT protocol and part of the permitting process. Solicitor Yost explained that the township is the applicant on behalf of the developer. He explained that a comprehensive agreement will need to be established between the developer and the township. The township is responsible for all maintenance and repairs to traffic signals in the township.

Mike Crocenzi legal counsel for Mr. and Mrs. Funck asked for clarification of the resolution. He reminded the board that the Funck's are opposed to the land development plan for Sheetz. Mr. Crocenzi has contacted PennDOT on behalf of his clients regarding the Highway Occupancy Permit (HOP) and the proposed driveway for the project. Chairman Klein explained that the township is following PennDOT requirements regarding the resolution for the application for the traffic signal. Mr. Crocenzi asked if the township is approving the HOP for Sheetz. Chairman Klein explained that PennDOT issues the HOP not the township. Mrs. Zimmerman provided a copy of the resolution and application to Mr. Crocenzi for his review. Mr. Crocenzi said that PennDOT informed him that Mr. Rosario and the township engineer met with them regarding the proposed project. He asked if this is the standard operating procedure. Chairman Klein explained that township staff meets with developers all the time to review projects and answer questions. Mr. Rosario stated the meeting was a preconstruction meeting which is a requirement for all developers. Mr. Crocenzi asked if the developer is getting special treatment. Mr. Rosario stated that all developers are treated the same.

Mrs. Zimmerman moved, seconded by Mr. Kurtz to adopt Resolution 2016-40, Application for Traffic Signal subject to a comprehensive agreement between the developer and the township. Motion passed unanimously.

Discussion-Playground Equipment Project- Chairman Klein stated that the project was discussed in the workshop session last week. Solicitor Yost will get the necessary information to the board for their final review.

Mr. Holt informed the board that the social hall was rented twenty-four times in 2015 for a total revenue of \$3,600.00. They hope to increase rentals by ten per year once a catering contract is in place. In addition to establishing catering rates, there will be fees for table and chair rentals. They estimate that there will be a \$10,000.00 increase in revenue. Mr. Holt commented that it will set a terrible precedent for the township if the FILO funds are returned to the Reserve at Manada for phase 1.

Mrs. Zimmerman asked if the planning commission and the parks and recreation board can start working on amending the Ordinance to allow alcohol to be served at the recreation center. It was the consensus of the board to begin work on amending the Ordinance.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Chairman Klein stated that the Pennsylvania State Supreme Court denied the township's Petition for Allowance of Appeal regarding TWL Realty, LLC and Keystone Correctional Services.

Mrs. Zimmerman reviewed with the board a flyer from East Hanover Township regarding a "Business Round Table" meeting. East Hanover Township is sponsoring a meeting for businesses in their township to meet and discuss issues that affect businesses. Mrs. Zimmerman thinks this is a good idea and suggested that the township hold a similar round table later in the year.

Mr. Steinmeier asked Mr. Rosario to contact George Conner at Dauphin County Land Bank to set up a time for him to meet with the board to discuss blighted properties in the township.

PUBLIC COMMENT: None

SUPERVISORS COMMENTS

Mrs. Zimmerman reminded everyone the Tuesday night is Movies in the Park.

Mr. Harman thanked the township staff for all their hard work. Mrs. Zimmerman thanked the Public Works staff for all their hard work.

Mr. Steinmeier reminded everyone that the Medieval Times bus trip is on July 14th. He took the trip last year and highly recommends it.

ADJOURNMENT: 7:45 PM