

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112  
MONDAY, AUGUST 1, 2016**

**CALL TO ORDER**

Chairman Klein called the meeting to order at 7:00 PM followed the Pledge of Allegiance and the invocation. Chairman Klein stated that an Executive Session was held at 6:00 PM to discuss personnel and legal issues.

**ROLL CALL**

Harold Harman, Supervisor	Adam Klein, Chairman
Steve Kurtz, Supervisor	Donald Steinmeier, Secretary-Treasurer
Gloria Zimmerman, Vice Chairman	

**APPROVAL OF MINUTES**

Regular meeting – July 18, 2016- *Mrs. Zimmerman moved, seconded by Mr. Kurtz to approve the regular meeting minutes of July 18, 2016. Motion passed unanimously.*

Workshop meeting – July 18, 2016- *Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the workshop meeting minutes of July 18, 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:** George Wolfe, Lower Paxton Township **TO:** Board of Supervisors **RE:** Jonestown Road Bridge, Federal-Aid Reimbursement Agreement- Mrs. Zimmerman asked if the request for the stone monument from the bridge would be a conflict to Section F “Gratuity” of the agreement. Solicitor Yost stated the request for the stone monument from the bridge would not be a conflict to the agreement.

**PUBLIC COMMENT**

George Kint, 839 Shawnee Drive- Mr. Kint asked for an update on the drainage problem located between Trent Street and Shawnee Drive. Mr. Harman stated that the project is currently on hold. He has budgeted the work to be completed in 2017. He will drain the entire development in order to rectify the problems. Mr. Kint has video from the rain storm from Saturday that he will forward to Mr. Harman.

**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 July 29, 2016	\$2,354,555.08
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Liquid Fuels Balance as of July 29, 2016	\$557,219.45
Capital Reserve Fund Balance as of July 29, 2016	\$634,660.98

B. Deposit Activity since July 18, 2016 \$48,359.53

Mr. Steinmeier reported the gross payroll of July 22, 2016 totaled \$31,483.80. ***Mr. Kurtz moved, seconded by Mrs. Zimmerman to approve the payroll of July 22, 2016 in the amount of \$31,483.80. Motion passed 4-0, with Mr. Harman abstaining.***

Mr. Steinmeier reported the vouchers prepaid to meet due dates were \$21,072.51. ***Mrs. Zimmerman moved, seconded by Mr. Harman to approve the vouchers prepaid to meet due dates in the amount of \$21,072.51. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved is \$82,415.29. Mrs. Zimmerman asked for clarification on the Edible Arrangements invoice. The invoice was submitted by the parks and recreation department. Mr. Steinmeier explained the increase of \$31,419.40 in additional invoices was mainly due to an accounting invoice for \$20,850.00 and a legal invoice of \$6,847.00. ***Mrs. Zimmerman moved, seconded by Mr. Harman to approve the vouchers in the amount of \$82,415.29. Motion passed unanimously.***

Mr. Steinmeier reported the total for the vouchers to be approved and paid from Fire Tax is \$1,883.47. ***Mr. Harman moved, seconded by Mr. Kurtz to approve the vouchers to be paid by Fire Tax in the amount of \$1,883.47. Motion passed unanimously.***

## **PLANNING COMMISSION AND ZONING REPORTS: None**

## **OLD BUSINESS**

Discussion- Section 195-100, ECHO Housing- Mr. Rosario stated that he is still waiting for a report from Tri-County Planning Commission with their comments and recommendations.

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

Discussion- Request for Handicapped Parking Space in Bradford Estates- Mr. Harman stated that he met with the homeowners. They may be moving and therefore have withdrawn their request.

Motion- Alternate Drainage Design and Cost Estimate for Devonshire Heights & Route 39- Mr. Rosario explained that if the board approves the alternate drainage design for the project the township will only have to deal with three homeowners. He commented that the proposal is the path of least resistance. Mr. Rosario explained that the land appraisals must be conducted by two appraisers. One will do the appraisal and one will review the appraisal. Mrs. Zimmerman brought up the issue of the replacement of the blinking light for the fire station. Solicitor Yost commented that it might be difficult to incorporate the repair into the original contract. Mr. Steinmeier suggested that Mr. Rosario contact the county to see if the fire company light can be included in the contract.

## **NEW BUSINESS**

Motion – Consent Items: Section 607. (4): Brian Von Neida, PENNBOC Conference- Mr. Von Neida will earn CEU's toward his BCO license.

*Chairman Klein moved, seconded by Mr. Harman to authorize attendance for Brian Von Neida to the PENNBOC Conference from September 28-30, 2016 at a cost of \$390.00. Motion passed unanimously.*

Motion- Resolution 2016-42, Closing of Regent Road- Residents are requesting Regent Road to be closed for a block party.

*Mrs. Zimmerman moved, seconded by Mr. Harman to adopt Resolution 2016-42, Closing of Regent Road. Motion passed unanimously.*

Motion-Resignation of Parks and Recreation Board Member- Mrs. Zimmerman commented that she has a call into Mr. Boltz but has not received a return phone call.

*Mrs. Zimmerman moved, seconded by Mr. Harman to accept the resignation of Paul Boltz from the Parks and Recreation board. Motion passed unanimously.*

## **OTHER BUSINESS THAT MAY COME BEFORE THE BOARD**

Chairman Klein brought up Resolution 2016-43, Appointment of a board member to the Water and Sewer Authority. He explained that Bob Garland recently passed away and this Resolution will appoint his replacement.

*Mr. Kurtz moved, seconded by Mr. Harman to adopt Resolution 2016-43, Appointment of a Water and Sewer Authority Board Member. Motion passed unanimously.*

Mrs. Zimmerman stated the residents on Bridle Lane did not have their garbage picked up last week. She said residents called Waste Management and were give multiple excuses. She suggested this issue be addressed when discussing contract renewal.

Mrs. Zimmerman asked Mr. Rosario if the homeowner at 7100 Jonestown Road has trimmed the bushes that were blocking site distance. Mr. Harman stated that one bush has been trimmed.

Mr. Harman formally apologized to Mr. Megonnell for the language he used in their conversation after the July 18<sup>th</sup> meeting. Mr. Harman also apologized to anyone else that he may have offended by the language.

Mr. Kurtz brought up the suggestion of a comprehensive review of township HR policies and procedures that was reviewed by the board earlier this year. He asked that the topic be brought back on the table and the board authorize Mr. Rosario to work with HR Resolutions on HR issues that need to be addressed.

*Mr. Kurtz moved, seconded by Mrs. Zimmerman to authorize the township to contract with HR Resolutions on HR procedures and issues not to exceed \$3,000.00. Motion passed unanimously.*

Chairman Klein stated that an Executive Session was held prior to the meeting.

***Chairman Klein moved, seconded by Mr. Kurtz to terminate Dixie Fesig immediately. Motion passed 4-1, with Mr. Steinmeier voting nay.***

Mr. Rosario addressed the board regarding the outstanding issues at the Townes at Hershey Road and PineView. He suggested that the Homeowner's Associations can pay for the materials for the outstanding projects and that the public works can do the labor. There was a brief discussion regarding Mr. Rosario's suggestions. Chairman Klein stated this is something that should be discussed in an executive session. Solicitor Yost stated that the developer has declared bankruptcy and that he suggests the board wait to see what happens next in the case.

## **PUBLIC COMMENT**

Don Holmes, 7808 Skyline Drive- Mr. Holmes addressed the board regarding the township policy regarding background checks for volunteers. He stated the Community Festival is in a few weeks and there is a need for volunteers. According to township policy vendors need to obtain the necessary background checks in order to participate in the festival. Mr. Holmes reviewed information provided by the Pennsylvania Department of Human Services regarding who is required to obtain certifications. He suggested that the township have two levels of volunteers. Level 1 volunteers would have no contact with children and Level 2 volunteers would have contact with children. He also suggested that vendors are not required to obtain background checks. There was brief discussion regarding the state regulations and the township's policy. Chairman Klein suggested that Mr. Rosario contact surrounding townships to find out their policies.

Jeff Holt, Parks and Recreation Board Chairman- Mr. Holt stated that he has spoken with the Parks and Recreation Coordinator from Lower Paxton Township. He said their policy is any volunteer that has direct access with children must obtain all clearances. Any volunteer that has no contact does not need to obtain the background checks.

Chairman Klein suggested that Mr. Rosario contact the school district to find out their policy. He stated the board needs to obtain more information before making a final decision.

Mr. Holt asked Mr. Klein if there are plans in place to keep the Parks and Recreation programs running. Chairman Klein confirmed a plan is in place.

Mrs. Zimmerman stated the Board of Supervisors would like to have a workshop at 6:00pm on August 17<sup>th</sup> with the Parks and Recreation Board. The Board of Supervisors would like to get recommendations from the Parks and Recreation Board on the development of the department.

Mr. Holt asked if there was a decision on the FILO funds as a result of the meeting with Metropolitan Development Corporation. Solicitor Yost stated that is was a favorable meeting however details still need to be finalized. A formal agreement should be completed by the end of August.

Patti Estheimer, EAC Chairperson- Mrs. Estheimer stated that the EAC is sponsoring a Pollinator Workshop on September 17<sup>th</sup> from 10:00am to 12:00pm at the Recreation Center. George Weigel who is a Pennsylvania Certified Horticulturist will conduct the workshop.

## **SUPERVISORS COMMENTS**

Mrs. Zimmerman reminded everyone the movie program is on Tuesday evenings and the Community Festival is on August 20<sup>th</sup>. She encouraged residents to become volunteers for township committees and events.

Mr. Steinmeier commented that there residents who are constructing buildings and installing pools without permits. He said that staff needs to investigate the violations.

Mr. Steinmeier commented that Mr. Rosario needs to send a letter to the Homeowner's Association (HOA) for Bradford Estates regarding the removal of the pedestrian path. Mr. Rosario informed the board that Mr. Von Neida has already sent a notice of violation letter.

Mr. Steinmeier stated that he heard the HOA is issuing tickets to residents for parking infractions. Mr. Kurtz clarified that the HOA is issuing fines if residents violate the commercial vehicle policy for the development. He stated they are not issuing parking tickets.

**ADJOURNMENT: 7:45 PM**