

**West Hanover Township: Board of Supervisors**  
**7171 Allentown Blvd., Harrisburg, PA 17112**  
**Tuesday, January 16, 2018**

**Executive Session 5 pm**  
**Workshop 6 pm**

**1. Call to Order:**

Mr. Miller called the meeting to order at 7:00 pm followed the Pledge of Allegiance & the invocation.

**2. ROLL CALL:**

Mr. Kyle Miller, Chairman; present  
Mr. Jay Megonnell, Vice-Chairman; present  
Mr. Donald Steinmeier, Secretary/Treasurer; present  
Mrs. Gloria Zimmerman, Supervisor; present  
Ms. Stacey Connors, Supervisor; present

**3. APPROVAL OF MINUTES:**

Regular Meeting –January 2, 2018- **MOTION: Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve upon completion of required edits the regular meeting minutes of January 2, 2018. The motion passed unanimously.**

**4. CORRESPONDENCE:**

Mr. Miller stated that we had two items:

- cc from Tom Stewart, our tax collector, the return for unpaid taxes
- Letter from Dauphin County Tax Bureau for the interest free grace period for uncollected real estate taxes.

**5. PUBLIC COMMENT:**

Mr. Richard Enck, 7112 Hillside Road- comment #1, in November and December there were not minutes posted; he had to ask for copies. There was a total of six (6) meetings that did not have minutes posted. He stated that he didn't agree with something that was in the minutes, and he wanted to listen to the recording. Mr. Enck was disappointed that we do not keep the recorded minutes, and did not agree that the recorded minutes should be erased. Mr. Rosario stated that we have an ordinance just for that purpose. Mrs. Zimmerman asked if Mr. Enck has ever taken minutes, and gave him several examples. She doesn't think word by word is required in minutes, by the rule, the secretary can put Mr. Enck had a discussion about water & sewer, Mr. Enck had a discussion about this, I don't think she has to do word by word by word; it's almost impossible. Mr. Enck said that there was a statement made, at the very beginning of the public sewer meeting here– thought was important in a way, since you are talking about two meetings happening in the same building, and a statement was, out of all the board in front of you, a hundred years of experience, none of them ever had this experience with DEP before. That was missed, I thought that was very important.

Comment #2, talked with Ms. Hardman about Winslett Phase 5 about the pond erosion and an internal crack – about 1' deep. Mr. Enck stated that there is a problem now. He referred to the last meeting, where Marlin Moyer voiced his concerns. Mrs. Zimmerman clarified the property location that Mr. Enck was talking about. They would like to eliminate the problem for the future. Mrs. Zimmerman asked Mr. Rosario to check that out; Mr. Rosario replied that he would check into it and talk to Janet in the morning.

**West Hanover Township: Board of Supervisors**  
**7171 Allentown Blvd., Harrisburg, PA 17112**  
**Tuesday, January 16, 2018**

**6. PUBLIC HEARING/ MEETINGS:** None

**7. PRESENTATIONS, STAFF/BOARD REPORTS:**

Mr. Miller stated it did not look like there were any, Mrs. Zimmerman said that she had seen one in there from the EAC, that she believed was noteworthy. It was from Richard Snow in the meeting minutes, about the signage they are going to put up concerning Stormwater management. They are putting the signs up to inform the residents of the importance of landscaping, to inform the residents and answer any questions about that. Mrs. Zimmerman had read that HRG is sending us the content for the signs. She also asked if that was something we can do ourselves at the sign shop? Mr. Rosario replied that we could possibly, depending on the content sent, need the verbiage, etc. Mrs. Zimmerman said that she was wondering if we were taking money out of the budget for that. Mr. Rosario said that we have a budget line item for Stormwater items and there is money allocated for it. Mrs. Zimmerman stated she thinks that we can actually do the signs. Mr. Holmes stated that he had talked to John Miele about it and had thought it was a cabinet to put signs inside, the kind you lock and put posters on the inside, it sounded like that was what he was looking for. Mrs. Zimmerman said it had said aluminum signs. Mr. Holmes said he had thought that the EAC had meant maybe an aluminum cabinet for the posters. He believes that the EAC wants to change them out. When talking with Mr. Miele, he had asked if they could put something up under the pavilion so it would be safer. Mr. Holmes stated that Mr. Miele may have changed his mind. Mrs. Zimmerman said that she thinks it is a good idea, and asked if the Township would receive MS4 credit for the posted signs; Mr. Rosario replied yes, and we do the public newsletter – which we get credit for now.

Mr. Steinmeier asked if Mr. Holmes if he had any questions on the FILO funds. Mr. Holmes asked – as far as..., to which Mr. Steinmeier replied the new revisions to FILO funds, Mr. Holmes said not specifically, he had known there were changes 2014-2015, but was unaware of what the new regulations were, or if there were an updated version, he hadn't seen anything on it. Mr. Steinmeier said the part that the Developers go by, of the November 2014 legislation. Mr. Holmes knows that the codes online has the information, but He stated that the new regulations allow the Township to use the money as they see fit, with the exception of no salaries for employees. Mr. Steinmeier said that we can always try to accommodate the Developers wishes, but are no longer required to do what they want. Mr. Steinmeier said that the rules have changed, the developer no longer has the upper hand. Mr. Steinmeier asked Mr. Rosario to send Mr. Holmes the new regulations that are more in favor of the Township. Mr. Rosario agreed he would get the new regulations to Mr. Holmes.

**8. TREASURER'S REPORT:** Mr. Steinmeier reported the following fund balances: Fund Balances (Fund balances are presented for reference only.)

General Fund Balance as of January 12, 2018	\$3,517,712.94
Liquid Fuels Balance as of January 12, 2018	\$517,988.76
Capital Reserve Fund Balance as of January 12, 2018	\$650,630.28
Deposit Activity since January 3, 2018	\$35,188.82

**Expenditures:**

Payroll, January 5, 2018      Net: \$ 23,546.24                      Gross payroll: \$35,806.65

**West Hanover Township: Board of Supervisors**  
**7171 Allentown Blvd., Harrisburg, PA 17112**  
**Tuesday, January 16, 2018**

***MOTION: Mrs. Zimmerman moved, seconded by Ms. Connors to approve the payroll of January 5, 2018 in the amount of \$35,806.65. The motion passed unanimously.***

Vouchers prepaid to meet due dates \$24,590.66

***MOTION: Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid to meet due dates in the amount of 24,590.66. The motion passed unanimously.***

Vouchers to be approved \$34,307.47

***MOTION: Mrs. Zimmerman moved, seconded by Ms. Connors to approve the vouchers to be approved in the amount of \$34,307.47. The motion passed unanimously.***

Vouchers prepaid from Fire Tax to meet due dates \$2,859.44

***MOTION: Mr. Megonnell moved, seconded by Ms. Connors to approve the vouchers prepaid to meet due dates in the amount of \$2,859.44. The motion passed unanimously.***

Vouchers to be approved and paid from Fire Tax \$4,001.52

***MOTION: Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers to be paid from Fire Tax in the amount of \$4,001.52. The motion passed unanimously.***

**9. PLANNING COMMISSION AND ZONING REPORTS – None**

**10. OLD BUSINESS**

**A. Discussion – Townes at Hershey Road, Stormwater & Road Issues**

There was nothing new to report and Mr. Chiles was not in attendance.

**B. Houck Manor, DEP Summary Report**

Mr. Rosario gave the following names as in attendance of the meeting at DEP: Tim Wagner, Bethany Sweger and Mike Morris representing DEP, Brian and Carrie McFeaters as the Township SEO, Mark Salisbury and Dale Shope – representing the Sewer Authority, Daniel Rosario – West Hanover Township Manager, Justin Mendinsky – representing HRG. Mr. Rosario thanked the Board of Supervisors for allowing the meeting take place. DEP wanted us to look at the Houck Manor Plan for longevity, the soils, separation distances, existing well, every lot should have provisions for a primary and a secondary septic available, with the correct separation distances. Mr. Rosario said that each property has to fit in the following criteria: existing well, primary and secondary locations for septic and full compliance for each lot. They would have to meet full compliance with today's standards. Mr. McFeaters, Township SEO reported how 63% of the lots within Houck Manor have issues with soils, lot sizes or both. He had checked GIS soil mapping, checked distances, etc. for Houck Manor. Mr. Rosario said that without any special design, or special systems, there is no way it could comply. Mr. McFeaters included a memo in the packet regarding septic distance, etc. Mr. Rosario said, Mr. Chairman, the staff has exhausted all measures, and our attempt to look to cancel the sewer expansion. There is no viable option for stopping this, we will go forward as planned and presented by the Sewer Authority. The Sewer Authority is having their meeting tonight to release it to the public. The public comment period is thirty-days (30), with all questions submitted in writing to the Sewer Authority being answered in writing. All questions and responses would be recorded with the 537 revision. Mrs. Zimmerman asked what about the meeting that already occurred; isn't that acceptable. Mr. Rosario said no, because we are amending the 537 plan, we must go through the whole public comment period

**West Hanover Township: Board of Supervisors**  
**7171 Allentown Blvd., Harrisburg, PA 17112**  
**Tuesday, January 16, 2018**

again. DEP wants a new public hearing, for the revisions only, the public should have a chance to comment about the revisions. Mr. Steinmeier asked who from DEP they had met with, Mr. Rosario said that it was Tim Wagner (DEP director), Bethany Sweger (Coordinator for clean water) and Mike Morris (same gentleman that had inspected our public works shop). Mr. Steinmeier asked if anything was brought to their attention about canceling the project. Mr. Rosario stated that it was brought up, but their reply was that back when the original study was completed, the soils are the soils, and the information at the time, it didn't meet and you cannot change the data, they have not let any municipality out, after they had said that they need the public sewer. We are moving forward. Mr. Yost stated that we had the plan and were ready to implement the plan, and somebody filed a complaint with DEP, which required us to at least open up the situation. As part of that process, we are not really trying to amend the plan, but because of the actions, they have forced us to act as though it is an amendment. Formally, we must go through the process, have the public hearing, because that is the process. Mr. Rosario stated that there were some issues in the original plan that were not spelled out. The study the sewer authority has is about 107 pages, and it covers everything from how we are coming down from Houck Manor, into Winslett, going from there to Holiday Park, the gravity system and grinder pump system, all the design construction drawings from HRG. We can no longer move forward until we have this "revision" completed. Mr. Rosario said Mr. Shope is going to release it to me and I will release it to the Board, once I get the final copy. Mr. Steinmeier asked if Mr. Rosario had mentioned it to DEP; Mr. Rosario replied yes, but they did not get into the nuts and bolts of it. Mr. Steinmeier said that he knows Pennsylvania is tight with their money now, I don't think they're going to be releasing any grant funds. Mrs. Zimmerman stated that she would have been at that meeting, but had a doctor's appointment that she couldn't cancel. Mr. Steinmeier said that there was bad snow that day.

- C. PSAB Hydrant Memo – Winslett: Mr. Rosario said that at the PSAB meeting, the hydrant memo is about Winslett phases five (5), six (6) and seven (7). Mr. Rosario stated that there's a water pressure issue, there is only like 20 psi left, for our fire fighters to fight a fire with, and that wouldn't put any fire out. PA American Water has already notified the Developer, that they will need to install a booster pump and possibly a pump station to bring up the pressure so that the minimum amount of flow would be 1,000 psi. The 1,000 psi is the recommendation from the PSAB. The standard fire hydrant can output about 750 gpm – gallons per minute – there is a separation distance from house to house, 600 linear feet apart from each other. The flow travels uphill so they lose pressure. Mr. Rosario is going to submit a letter to PA American Water regarding this and a couple of other items. We would be recommending a minimum of 25 psi, PUC requires 20 psi. Mr. Rosario stated there are three criteria and PA American has already informed the Developer that there won't be enough pressure to even feed the houses. Mr. Rosario believes the PSAB memo is pretty self-explanatory, he will just forward that letter to Joseph Woodward, of PA American, to respond to his comment and get that ball rolling.

## 11. NEW BUSINESS

- A. Consent Items: Section 607.(4): Brookview Phase 2 IG Reduction #4  
***MOTION: Mr. Steinmeier moved, seconded by Mr. Megonnell to approve IG Reduction #4 in the amount of \$61,053.50 for Brookview Phase 2, with a balance of \$77,892.85. The motion passed unanimously.***

**West Hanover Township: Board of Supervisors**  
**7171 Allentown Blvd., Harrisburg, PA 17112**  
**Tuesday, January 16, 2018**

**B. 2018 Mowing Services Contract – Parks & Recreation:**

Mr. Holmes said that in the packet is a request to either retain Green's Lawn Care or put out to bid for the Mowing Services. He stated that Green's Lawn Care has done the services for the last three (3) years, with the only additional cost being \$20/mow for the Buck's Tavern site. Mrs. Zimmerman asked if they were satisfied with the work; Mr. Holmes said yes. Mr. Steinmeier asked if there was an extension clause in the current contract; Mr. Holmes replied no. Mr. Yost stated that he did not think there was. He also asked what the bid was. If the bid is over \$20,000 – it MUST be bid out. Mr. Yost stated Mr. Holmes should get back to him with the amount, it may be possible to not have to do a formal bid. Mrs. Zimmerman thinks that the figure was around \$24,000. Mr. Holmes said that the bid is for the most possible work to be done for the year; so far we have always come in under. Mrs. Zimmerman said that the Township has taken over some of the mowing of the cemeteries. Mr. Holmes agreed, he knows that the Public Works takes care of some properties. It was decided that Mr. Holmes, Mr. Rosario and Mr. Yost would talk the figures over and see which route they had to take. **MOTION: Mr. Megonnell moved, seconded by Ms. Connors to table the Mowing services contract. The motion was unanimous.**

**C. Full-time Maintenance Employee – Parks & Recreation:**

Mrs. Zimmerman asked if the new hire will be taking benefits; Mr. Holmes stated that they did not ask. Mr. Miller asked why they choose their number one pick. Mr. Holmes stated that he and Ms. Zimmerman had interviewed the candidates individually. They were all great candidates. Mr. Holmes stated that he believes this candidate will not go looking for more. Mr. Megonnell asked if this candidate was recommended by the Public Works; Mr. Holmes said yes, but he cannot get by with part-time hours. Mrs. Zimmerman asked if they were still down one full-time and one part-time employee. Ms. Connors asked if the candidates are interested in part-time; Mr. Holmes replied no. Mr. Megonnell asked about the pension and if changes could be made prior or if they could be hired and go under the new rules (not written yet). Discussion occurred and legally, they must go under whatever rule is currently in place upon hiring. Mr. Steinmeier asked if the candidate had heavy equipment experience; Mr. Holmes replied yes; Mrs. Zimmerman stated that perhaps the candidate could help Public Works. Mr. Rosario stated that Parks & Recreation budget is already solidified. It accounted for six months at \$14/hour and then the raise to \$16/hour. Mr. Holmes stated that they offered the position to the candidate starting at \$16/hour. Mr. Holmes offered up the cutting of other part time employees to make up the difference. For example, one part-time administrative employee is budgeted for 25 hours per week, but they work 8 hours per week. Ms. Zimmerman stated that there is a \$2 difference per hour. It was discussed how Mary Lou works about eight (8) hours and Ryan is in college, so his hours are sporadic. Mr. Holmes said that the candidate is a mason by trade, he likes knowing that there is steady work, steady pay. His other job was not consistent, so the money was not consistent. Mr. Steinmeier said that the Parks & Recreation has the bad staircase with no railings, perhaps he could fix that instead of hiring someone. Mr. Rosario asked if the candidate was ok with \$16/hour, he will figure out the part-time hours with no change to the budget. Mr. Megonnell stated that they had interviewed with the wrong information and we should be clearer of starting salaries so this does not happen again. **MOTION: Mr. Steinmeier moved, seconded by Mrs. Zimmerman to approve the full-time maintenance employee for Parks & Recreation as long as Mr. Rosario can make the numbers work.**

**West Hanover Township: Board of Supervisors**  
**7171 Allentown Blvd., Harrisburg, PA 17112**  
**Tuesday, January 16, 2018**

**12. OTHER BUSINESS THAT MAY COME BEFORE THE BOARD**

- A. Mr. Rosario read the Land for Life flyer from the Environmental Advisory Council (EAC). Saturday from 10 – noon, workshop is free, registration is required at either the main office or Parks & Recreation. It will be held at the Parks & Recreation location.
- B. Mr. Rosario stated that we still need a citizen at large for the Public Safety Advisory Board (PSAB) – they cannot be on any other boards. Mr. Megonnell was previously not a supervisor, and now that he is, he cannot remain as the citizen at large. Mr. Megonnell asked for it to be put into the newsletter and asked Mr. Steinmeier to mention it at the Business Association, mention also that we need someone for the PSAB.
- C. Mr. Rosario presented that Resolution 2018-34 (for PSAB) is still outstanding, there are three seats for that board. We currently have some vacancies and if the Board is willing, they can do Resolution 2018-34 tonight. The board currently consists of Eric Bugaile, seat #2, position until 2019 and Larry Hartman, seat #3, position until 2019. 2020, Carol Buskirk's position will expire and then the seats will all have to run. These would be the appointments until 2019 to fill the current vacancies. Mr. Megonnell asked if Mr. Gerald Feaser had told Dan that he could not serve on the Board of Auditors as a supervisor; Mr. Rosario replied yes, he was informed of such.  
***MOTION: Mr. Megonnell motioned, seconded by Ms. Connors approve Resolution 2018-34, to appoint Eric and Larry to fill the seats until 2019, when they would have to run for their seats for the Board of Auditors.***

**13. PUBLIC COMMENT**

- A. Mr. Richard Enck, 7112 Hillside Road – stated that he knew about the fire hydrant problem at Winslett last year from the Russell Brothers, so why did the Township wait until now to deal with it? He wanted to know why it was not addressed when the plan was approved. The Board replied that the first time they heard about the fire hydrant issues was two weeks ago from PA American. The Township was completely unaware of this problem. Mr. Megonnell stated that it was reviewed quite well by the PSAB at their meeting the other night. Mr. Miller brought up at the PSAB meeting, both Dan and Jay were there, is there any way we can get PA American in there earlier. Mr. Miller said that he actually waited to sign the plans, even though they were technically approved, until after he had attended the PSAB meeting.

Mr. Enck said that since the sewer was brought up, he was also going to bring up the sewer in 2008, their plan was for gravity systems, not low pressure systems. The Sewer Authority made changes without letting DEP know. Mr. Enck has received a letter on Wednesday from the Sewer Authority and on there are six separate municipalities that have affiliations with grinder pumps in a little note listed on there. Mr. Enck has called three municipalities out of six so far, and only two municipalities have grinder pumps going to gravity. The third municipality, I called on his cell phone, because he wasn't in the office, and he said they use a couple systems (one with three on and one with eight on). Mr. Enck asked him about how long the runs were, the man replied about 150' total. This person stated that no Authority should ever put in grinder pumps if they can put gravity in and mandate grinder pumps for the homeowner to repair and replace. Mr. Enck also

**West Hanover Township: Board of Supervisors**  
**7171 Allentown Blvd., Harrisburg, PA 17112**  
**Tuesday, January 16, 2018**

stated that he was unhappy with the change of procedure at the sewer meetings. He said in the past, you could ask a question at the meeting, and they would provide you an answer the next month. Now, tonight, they changed the format, if you asked a question, they did not have to answer it, unless it was in writing. You were to provide a hand written letter before the meeting, but there was a resident that can't read or write, this is discrimination. This is something they should have made the public aware of before they came to the meeting. Mr. Miller replied that he understands Mr. Enck's frustration, but we cannot tell them how to run their meetings. Mr. Megonnell also repeated the same statement. Mr. Steinmeier asked why you couldn't ask the question and then provide it in writing within a day or two; Mr. Enck replied that is not how they are doing it now.

- B. Mr. Rick McNeil, 3363 Sleepy Hollow Road – stated that his father and several relatives live in Houck Manor. Mr. McNeil said he had a couple questions. He said that he has forgotten how fun these meetings are. Mr. McNeil asked if the three new homes in the last three years follow the current regulations of having a second location for septic? He stated that he knows the people in there know that sewer is coming. The people would like the Board of Supervisors to look for the best solution for the taxpayer, a reasonable plan. I am asking for consideration. The Board of Supervisors replied that the Sewer Authority is a separate entity; we do not control them. Mr. McNeil stated that he believed the Board of Supervisors made all the rules. He is asking for a reasonable plan, he feels as if no solutions have been met and he feels as though the Authority has not worked with the people. This is going to be a big cost for everyone. Mr. Megonnell said that he has heard that grinder pumps are expensive, and can only last a year or two. He stated that they should have some grinder pumps on standby. They are expensive and if something happens during a weekend, holiday, or family gathering – it would be nice to have it replaced immediately. Mr. Rosario said the Sewer Authority already does have some on standby. Mr. McNeil asked if the Sewer Authority could provide maintenance on the pumps one time a year. Mrs. Zimmerman said that they could talk to the Sewer Authority, but the Board of Supervisors represents over ten thousand people – it would not be fair to the rest of the taxpayers. Mr. McNeil asked again if there was something the Township could do, he is just asking. Mr. Steinmeier said that back in the eighties and nineties, they paid full rate for public sewer. I talk to people today and they want to know why now these people want free, free, free, when they all paid full price. This is one of the problems I am hearing from people in Skyline, why these people can't pay their bills. Mr. Steinmeier said he had sat down with Pennvest to get grant money, and he was told West Hanover was too rich, the average household in the nineties had an income of \$75,000, I am sure that it is more per household now. DEP can give grant money, and they are not willing, we tried to get \$500,000 of casino money, and we were not eligible. Mrs. Zimmerman stated that she and Mr. Steinmeier had spoken to Representative Marsico, Mr. McNeil stated he knew that. Mr. McNeil stated that there was a difference between Skyline View (about 1,200 homes) verses Houck Manor (about 60 homes). Mr. McNeil said the numbers were extremely different. Mr. Steinmeier said there were so many people, they had meetings at the union hall and the school. Half were for it, half were against it. I have a lot of these meetings on video tape. Mr. Miller said that he believes Mr. McNeil is trying to say that the ratios are a lot different. The numbers are different; this is not the same.
- C. Mr. Richard Enck, 7112 Hillside Road – Mr. Enck stated that he did not want a low pressure system. He was once told it was \$5,000 for gravity, but now in response to one of our letters, it is

**West Hanover Township: Board of Supervisors**  
**7171 Allentown Blvd., Harrisburg, PA 17112**  
**Tuesday, January 16, 2018**

now \$30,000 - \$50,000 per house for gravity. He believes if Skyline can get gravity for \$5,000, why can't they?

- D. Mr. Donald Holmes, Park & Recreation Director – wanted to say that this Thursday, they are having an event to talk about the Historical Society. They are having an event with history, stories, etc. He said that the Winter Wonderland Ball is next Saturday. It is a family style winter dance. Mr. Holmes said that the next senior lunch (next Thursday) will be very informative. He said that there is a speaker from the Attorney General's Office speaking about Adult Crime Prevention and identifying scams, internet, and IRS calls, anything for seniors to be aware of. It should be very informative. He said that you can show up just for the program if you would like. He also offered his services as DJ Snowball for the Winter Wonderland Ball. The decorations are all blue and silver.

#### **14. SUPERVISORS COMMENTS**

Mrs. Zimmerman did not have any comments.

Mr. Megonnell said that Mr. Rosario took the wind out of his sails; he was to speak of the Land for Life program. Mr. Megonnell would like to see a road trip set up to inspect the roads; perhaps April or May – can they set up a workshop. Take a trip around the roads and look at them.

Mrs. Zimmerman asked if Mr. Rosario could set up workshops with the other boards. Mr. Miller asked if Dan had a schedule of that, Mr. Rosario stated that he will get one together and email it out. Mr. Rosario replied that he will get them scheduled.

Mr. Megonnell asked if Public Works employees / Harold notify you if they are leaving; Mr. Rosario replied yes. Mr. Megonnell gave kudos to the revised Public Works hours instead of overtime.

Ms. Connors did not have any comments.

Mr. Steinmeier did not have any comments.

Mr. Miller did not have any comments.

ADJOURNMENT: 8:55 PM

Revised 02/16/18 T.Rex