

WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS  
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112

Board of Supervisors Meeting Minutes  
Monday, May 7, 2018  
Workshop 6 pm

1. CALL TO ORDER:  
Mr. Miller called the workshop to order at 7:01 pm.
2. ROLL CALL  
Mr. Kyle Miller, Chairman; present  
Mr. Jay Megonnell, Vice Chairman; present  
Mr. Don Steinmeier, Secretary/Treasurer; present  
Mrs. Zimmerman, Supervisor; present  
Ms. Connors, Supervisor; present
3. DISCUSSION: Mr. Steinmeier said that it is up the Board of Supervisors if we are going to send the plan to DEP or re-advertise and go through the process again. He said that this could take months, we should let DEP make the choice. Mr. Miller and Ms. Connors disagreed and stated that they like full disclosure. They prefer to see the changes in a final draft. Mr. Rosario said that he went page by page, for personal clarification. Mrs. Zimmerman asked what version the Township voted on – it was the version we did not know was changed.

Mr. Dale Shope confirmed that there were a number of typographical errors that were not caught during the original presentation and they do not impact the original report.

- Clarification numbers were added with the 2014 section; two sentences added.
- Construction costs were transposed in the original presentation; these are fixed.
- Miscommunication regarding the proposed Holiday Park pumping station. The capacity analysis for DEP, the discharge from both have been updated correctly.

Mr. Steinmeier said that the Sewer Authority is currently circulating applications for \$5,000 grants with a deadline of November 1<sup>st</sup>. He said that if we prohibit people from being able to get the grant, we will have to deal with that. Mrs. Zimmerman told him that we have just gone through this with the Parks Comprehensive Plan and because of a change, it will be moved. Ms. Connors stated that it was a resident that brought the discrepancies to the Board's attention; they want us to look at it.

4. RE-AFFIRMATION OF MOTIONS MADE APRIL 16, 2018. It was clarified that during the last meeting we had local students with us, and the Board itself did not make the motions, so we are re-affirming them tonight.

***Motion: Mr. Megonnell moved, seconded by Ms. Connors to approve the following motions from the last meeting. The motion was unanimous.***

- a. Accept Ms. Patti Estheimer's volunteer application for her work on the Rain Gardens at Fairville Park.
- b. Extension of the septic pumping at 608 Fernando Dr. New expiration date is 06/21/21.
- c. Ordinance 2018-04, Special Events as presented.
- d. Net payroll of April 13, 2018 in the amount of \$24,233.29.
- e. Vouchers prepaid to make due dates in the amount of \$60,093.51.

- f. Plan # 17.007 LifePoint Church as presented including the three waivers.
- g. Authorization to send Ordinance 2018-06 to Planning Commission
- h. Approve Resolution 2018-38, Eminent Domain Code, as presented.
- i. Accept offer from Mellott Engineering, Inc. as presented, for Bucks Tavern Property
- j. Replacement of Public Works Truck #3 with LST funds.
- k. Replacement of backhoe with MS4/Construction funds.
- l. Purchase of track loader with Road Construction & PW Repairs & Maintenance. The old will go to the compost attendant.
- m. Adjoin the meeting of 04/16/18 at 916 pm.

***Motion: Mr. Steinmeier moved to proceed forward and send the 537 Plan to DEP. There was not a second, motion FAILS.***

***Motion: Mrs. Zimmerman moved, seconded by Ms. Connors to re-advertise with the changes for the public to see the Final version. Motion passed 4-1 with Mr. Steinmeier opposed.***

- n. Approve Resolution 2018-37, Act 537, as presented
- o. Approve Act 537 to be submitted to DEP with strong attention to the citizens' questions.

5. APPROVAL OF MINUTES

***Motion: Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the regular meeting minutes of April 16, 2018. The motion was unanimous.***

6. CORRESPONDENCE:

- a. Update Letter, Central Dauphin DECA Team
- b. Pre-construction meeting minutes, Jonestown Road bridge replacement. This is between West Hanover Township and Lower Paxton Township, overseen by HRG.
- c. Mrs. Zimmerman read aloud the nice thank you letter from Ms. Maureen Hartwell.

7. PUBLIC COMMENT (Please limit comments to 3 to 5 minutes)

- a. Mr. Terry Kullman, Lexington Court. Mr. Kullman wants to know if there are any updates on the fire hydrants within Lexington Court. Mr. Rosario stated that he has a meeting scheduled with PA American Water Company. He will relay his answers from the meeting.
- b. Andrew Hamann, Appalachian Trail. Thank you for the pledge of allegiance and the invocation. Mr. Hamann speaks of the Mount Laurel Woodland Estate roads and their paving request. He stated there is the erosion of the road bed, snow removal issues; their development has been here for 50 years. He has a petition to pave the roads in the community. He said he had looked into funding, and thinks that they would qualify. He stated that there are temporary road detours that go on their private roads.
- c. Ms. Claudia Lukert, Fern Road. Ms. Lukert stated that she prefers the private road; it slows traffic down. She did agree that there is a significant water control issue. She believes this would not be a beneficial change and would include a larger right-of-way.

d. Mr. Jon Hetrick, Saw Mill Road. Mr. Hetrick would like to request a Bucks Tavern Workshop. He would like the Historical Society to be able to view any public plans. He spoke on behalf of the Historical Society to say that they would like to see as many old structures preserved. Thank you for your time.

8. PUBLIC HEARING/MEETINGS: None

9. PRESENTATIONS, STAFF/BOARD REPORTS

- ❖ Public Works Report 04/16/18, 04/23/18, 04/30/18
- ❖ Sewer Authority Meeting Minutes 03/20/18
- ❖ Property Maintenance Log 04/19/18, 04/25/18, 05/03/18
- ❖ PSAB Minutes 04/05/18

10. TREASURER'S REPORT

Fund Balances (Fund balances are presented for reference only and are not intended as an audited figure.)

General Fund Balance as of May 4, 2018 \$4,153,150.40

Liquid Fuels Balance as of May 4, 2018 \$780,199.98

Capital Reserve Fund Balance as of May 4, 2018 \$653,809.00

Deposit Activity since April 16, 2018 \$77,666.64

Expenditures:

Payroll, April 27, 2018 Net: \$ 24,855.38 Gross payroll: \$36,420.78

***Motion: Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the payroll of April 27, 2018 of \$24,855.38. The motion was unanimous.***

Vouchers prepaid to meet due dates \$132,549.92

***Motion: Mrs. Zimmerman moved, seconded by Ms. Connors to approve the vouchers pre-paid to meet due dates in the amount of \$132,549.92. The motion was unanimous.***

Vouchers to be approved and paid from Fire Tax \$6,582.04

***Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers pre-paid from Fire Tax in the amount of \$6,582.04. The motion passed unanimously.***

11. PLANNING COMMISSION AND ZONING REPORTS

a. Motion/Discussion – Amendments to SALDO regarding fee in lieu. Ms. Hardman proposed an amendment to the subdivision/ land development ordinance. The first change would be to eliminate the three-year time limit as changes regarding the time limitation have been removed. The second is the use of funds; operating and maintenance is now allowed. The proposed amendment includes both.

Ms. Hardman asked about the interest bearing account; why must they be separate? Mr. Yost stated that sub accounts are the preferred way to keep track of this. Mr. Rosario confirmed that we do have separate sub-accounts for all items in the FILO account. Mr. Yost recommended that we take a closer look and make sure that the changes will be clear.

The agreement was discussed and the wording for it. Mr. Yost said that it will have to include several items; and is a simple process. If verbal agreements have been done, they should be a part of the documentation. We

should make sure that the SALDO mirrors the MPC. Mr. Rosario said that one thing is clear – the MPC says that only the Zoning & Planning Administrator has the authority to change the law and present it to the Board. She is the only one who can do zoning, planning, FILO. He said that what she is presenting is covered in the MPC, our Ordinance included these outdated items because it was a mutual agreement between the developer and the Board of Supervisors.

Ms. Hardman stated that we must define reasonably accessible. Are these community parks or linear parks? Community parks have a two mile radius, and linear parks have no limit. Mr. Yost said there must be a signed agreement and if any changes occur, they must sign off on it. Ms. Hardman recommended community and linear parks be defined and determined in the Comprehensive Plan.

## 11. OLD BUSINESS

- ❖ Discussion- Townes of Hershey, Stormwater and Road Issues – status update from Jon Yost. Mr. Mick Moritz, Brookridge Court. Mr. Moritz invited Mr. Rosario, Mr. Yost and Mr. Miller to the HOA meeting at JoJo's Pizza 05/21/18 @ 630 pm. Mr. Chiles asked for a calendar invite to go out.
- ❖ Discussion - West Hanover Township Baseball Association Agreement – status update from Jon Yost. Mr. Yost said that he only had one legal issue – INSURANCE. They must have their own insurance to cover when they are on the fields.

## 12. NEW BUSINESS

- a. Motion – Consent Items : Section 607.(4): None
- b. Motion: Permission to advertise the public hearing for the Parks & Recreation Comprehensive Plan  
This has been tabled until the new language and definitions are added.
- c. Motion: Expenditure of FILO fees, Winslett Phase 5 – Mr. Holmes would like to start planning long term needs and jump start the process. Parks would like to add a small playground area and a small pavilion at Houck Park (currently only softball fields). The remainder of funds can be used at Lenker Park. Mr. Miller asked if the parks will have ADA Accessibility. He asked if we have a list of ADA recommendations for all parks. Parks is looking to collaborate with Dauphin County Technical School and the Road Crew to help keep the costs down.  
***Motion: Mr. Megonnell moved, seconded by Ms. Connors to approve the expenditure of FILO fees in the amount of \$31,500 from Winslett Phase 5. The motion passed unanimously.***
- d. Motion: Mount Laurel Woodland Estates request to become paved public roadway. Mr. Hamann stated that he covered everything he needed to under public comment. He wanted to thank his neighbors for chipping in to maintain the roads and for signing the petitions. ***Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to table the request. The motion passed unanimously.***
- e. Discussion: Movie purchase rights from Swank Movie Picture. Yingst Homes has sponsored the program with a \$2,400 donation. Parks must buy the movie rights to show the nine (9) movies for the public. Ms. Connors said

that in her email from Parks & Recreation, it was already advertised but has not been approved. Mr. Holmes apologized. Mrs. Zimmerman asked if it was the same license to have indoor movies – no, they are separate licenses. ***Motion: Ms. Connors moved, seconded by Mr. Megonnell to approve the movie purchase rights from Swank Movie Picture for the “Movies in the Park” this summer. The motion passed unanimously.***

f. Motion: Approve Resolution 2018-39, Special Event Fees. Ms. Hardman said that we have adopted the ordinance, but failed to adopt the fee. All permits have a minimum fee of \$60. There were questions of food trucks/ costs/ background checks – and it was decided to revisit those items at a later time. ***Motion: Mr. Megonnell moved, seconded by Mr. Steinmeier to approve Resolution 2018-39 Special Event Fees as presented. The motion passed unanimously.***

g. Motion: Resignation Letter, T. Rothenberger Jr. Public Works Employee. Mr. Rosario said that Mr. Rothenberger will have a last day of May 21<sup>st</sup>. ***Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to accept Mr. Rothenberger’s resignation. The motion passed unanimously.***

#### 13. OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

- a. Emergency Communication Update with multiple agencies. Mr. Rosario said that this is a follow up to the recent meeting with multiple agencies including: Keystone Corrections, CSDS Police, EMA, Bill McCahan, Kyle Miller, two representatives from Dauphin County EMA. He believes this was a good round table discussion. Dauphin County has a program that we can buy into; it will provide training and gives us real time tabs on crisis in our township. It is less than \$900 for the year. ***Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to join South Central Alert system with a cap of \$900/year. The motion was unanimous.*** Mr. Megonnell said that they had discussed this at their most recent PSAB meeting and were in favor of it.
- b. PENNBOK Adoption of 2015 IFC. Mr. Rosario said that we are using 2009 Codes. PENNBOK plans on mandating the 2015 Codes to be effective October 1, 2018. This will be a statewide adoption. Mr. McCahan wanted to let the Board know that the 2009 Fire Code may change as well.
- c. Exit Conference, Pension Audits. The Township just completed the Auditor General Pension Audit. There was discussion on the forfeiture funds, and the way to remedy the errors found. There is a Resolution to have all Sewer Authority employees available to join the Pension upon date of hire, as they only add their funds and do not use Township or State money. This resolution would be retroactive from 2016 forward. The Board recommended postponing the vote until it is officially on the agenda.

#### 14. PUBLIC COMMENT (Please limit comments to 3 to 5 minutes)

- a. Matthew Kuntz, East Appalachian Trail. Mr. Kuntz would like to say that people will drive fast on the roads whether they are paved or not. His concern is for stormwater control such as a retention pond to correctly handle the water issues.

#### 15. SUPERVISORS COMMENTS

- a. Mrs. Zimmerman would like to see the Sewer Authority be self-sufficient. It appears that everything they do comes back on the Township in a negative way. Mrs. Zimmerman said that the Sewer Authority receives \$100 compensation per meeting and the Zoning Hearing Board receives \$25. She thinks this is very unfair.

- b. Mr. Megonnell stated that the PSATS Convention was pretty good and there was a lot of knowledge. Mrs. Zimmerman said that the workshops are very informative and worth attending.
- c. Ms. Connors asked if we have looked into various options for handling the paperless transition. We will do some research and return to the Board with the information.
- d. Mr. Steinmeier gave a quick summary of the Resolutions at the PSATS convention on April 24<sup>th</sup>. He said that there were 52 resolutions presented and 41 of them passed.
- e. Mr. Miller thanked local business and families for their amazing support for the Casino Night Fundraiser. He said that there were a lot of new faces, and lots of prizes won. Mr. Miller thanked Parks & Recreation for all of their help. Mr. Miller thanked all men and women that support the Fire Company.

16. ADJOURNMENT

*Motion: Ms. Connors moved, seconded by Mrs. Zimmerman to adjourn the meeting at 9:07 pm. The motion was unanimous.*