

West Hanover Township
7171 Allentown Blvd. Harrisburg, PA 17112
www.westhanover.com

Board of Supervisor Tele-Meeting Minutes
Tuesday September 8, 2020

1. Ms. Connors called the meeting to order at 7:00 pm. This was followed by the Pledge of Allegiance and Invocation. Ms. Connors said that on August 31st the Board of Supervisors held executive meeting to discuss legal (land use litigation) and personnel matters.

2. Approval of Minutes – ***Motion: Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the regular meeting minutes of July 20, 2020. The motion was unanimous.***

3. Correspondence:
Fire Company 2021 Fire Tax Budget written presentation.

4. Public Comment:
 - a. Richard Enck – Mr. Enck was interested if the Township had qualified for any of the COVID-19 funding? He also wanted to know why the money in the Fulton Bank account was going up – it was replied that the account is not active but does receive monthly interest.

5. Presentations, Staff & Board Reports included the Property Maintenance Log, Public Works Daily Report, Zoning Staff report, Fire Chief Report for July, Parks minutes for May, June, and July.

6. The Treasurer's Report was read by Mr. Steinmeier with fund balances as of September 8, 2020.
 - a. ***Motion: Mr. Miller moved, seconded by Mr. Megonnell to accept the gross payroll for August 28, 2020 in the gross amount of \$41,316.55. The motion was 4-1 with Mrs. Zimmerman abstaining.***

 - b. ***Motion: Mr. Megonnell moved, seconded by Mr. Miller to approve the vouchers prepaid via paper checks in the amount of \$33,991.14 for Administrative, Parks & Public Works. The motion was unanimous.***

 - c. ***Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the vouchers prepaid via paper checks in the amount of \$5,345.37 from the Fire Tax. The motion was unanimous.***

 - d. ***Motion: Mr. Miller moved, seconded by Mr. Megonnell to approve the vouchers prepaid via ACH Transfer in the amount of \$12,531.30. The motion was unanimous.***

 - e. ***Motion: Mr. Megonnell moved, seconded by Mr. Miller to approve the vouchers prepaid via vendor sites in the amount of \$87,931.79. The motion was unanimous.***

7. Old Business: None

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8. Other Business:

- a. Mr. Megonnell wanted to give thanks to Mr. Houck, who has completed all the work on the memorials at the Elementary School. He had these memorials restored at his expense. Mr. Megonnell suggested a formal thank you for Mr. Houck.
- b. Mrs. Zimmerman stated that the resident at 7037 Terrann Drive said that a speed sign has disappeared from the roadway. They are requesting a Slow, children at play sign be posted.
- c. Mrs. Zimmerman inquired about the mistaken deposit of a sewer authority check into the Township's general fund. Has this issue been resolved with the resident and sewer authority? The resident has paid \$305.91 and incurred a late fee of \$21.00. Tara is working directly with Jamie at the Sewer Authority to bring the account to current.
- d. Mrs. Zimmerman requested that Parks and Recreation receive copies of all bills. They no longer receive copies. Mrs. Rex stated that they get all bills directly with the exception of utilities, which are autopay. Parks has been given access codes to review these utility bills as needed online.
- e. Mr. Steinmeier wanted to talk about the amount of flex time employees have. It was stated that this is something for executive and not the regular meeting.
- f. Mr. Megonnell said that for the letter to Lower Paxton Township, he would like one comment from each of the Supervisors for the letter.

9. New Business

- a. Financial Security Adjustment #1 – 928 Pheasant Road ***Motion: Mr. Miller moved, seconded by Mr. Steinmeier to reduce the financial security for 928 Pheasant Road to \$12,215.00, as recommended by HRG. The motion was unanimous.***
- b. CAPCOG Trick or Treat Survey – CAPCOG was interested if West Hanover Township was going to have Trick-or-Treat this Halloween, and if so, what date and time? This survey was completed online by Tara the following day. The Board agreed to tentatively hold trick-or-treat on October 29th from 6-8 pm.
- c. New Hire for the West Hanover Township Authority – following discussion, it was decided that Alexis Woodruff would be hired for the position of Administrative Assistant MS4 Office Permit Clerk, working for the West Hanover Township Authority. Her anticipated start date is September 21,2020. Work week will be 37.5 hours, starting pay \$20/hour. Following the six-month probationary period, she will go up to the \$23/hour. ***Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the hiring of Alexis Woodruff with the above criteria. The motion was unanimous.***

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- d. 2020-2021 Health Proposals – Following discussion of the pros and cons of the available plans - ***Motion: Mr. Megonnell moved, seconded by Mr. Steinmeier to approve the plan from UMPC for the healthcare this year.*** This comes at a savings to the current plan. Plan year will start October 1, 2020 and run until September 30, 2021.

10. **Public Comment:** None

11. **Supervisor Comments:**

Mrs. Zimmerman told everyone to keep safe.

Mr. Megonnell said that he was glad to see the line painting has been completed on the roadways.

Motion: Mr. Miller moved, seconded by Mr. Steinmeier to adjourn the meeting at 8:10 pm. The motion was unanimous.