

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

Board of Supervisor Tele-Meeting Minutes
Monday, November 16, 2020

Ms. Connors called the meeting to order at 7:00 p.m. This was followed by the pledge of allegiance, invocation, and roll call.

1. Approval of Minutes:

Motion: Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the meeting minutes of 11/02/20. The motion was unanimous.

2. Legal Hearing:

Motion: Mrs. Zimmerman moved, seconded by Mr. Miller to re-open the hearing from October 19, 2020. The motion was unanimous.

Ordinance 2020-3: Ms. Hardman attended a zoom meeting on November 2, 2020 with TCRPC. She said that their only concern was with how the escrow was to be established. Received letter from them with their support on 11/02/20. There were no supervisor comments or questions.

Motion: Mr. Steinmeier moved, seconded by Mrs. Zimmerman to adjourn the hearing. The motion was unanimous.

Motion: Mr. Steinmeier moved, seconded by Mr. Miller to approve Ordinance 2020-3 as presented. The motion was unanimous.

3. Public Comment:

Richard Enck, Hillside Road. Mr. Enck had a complaint regarding the time frame that agendas were released. He inquired on a few payables listed. Mr. Enck requested that the total number of people per meeting are stated so that the phone callers are aware. He was told that there were currently 21 people on the meeting.

4. Presentations, Staff & Board Reports:

- a. EAC meeting minutes from October 2020
- b. EAC meeting minutes from November 2020
- c. Zoning Report from October 2020
- d. Public Works Daily Report for October 28 – November 13, 2020

5. Treasurer's Report: Mr. Steinmeier read the fund balances and deposits made for the month.

- a. Motion: Mr. Miller moved, seconded by Mr. Megonnell to approve the gross payroll in the amount of \$41,945.62 for November 6, 2020. The motion was 4-1 with Mrs. Zimmerman abstaining.
- b. Motion: Mr. Megonnell moved, seconded by Mr. Miller to approve the vouchers pre-paid via paper check in the amount of \$56,177.28 from Administration, Parks and Public Works. The motion passed unanimously.

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- c. Motion: Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the vouchers pre-paid via paper check in the amount of \$8,849.36 for MS4 Stormwater Authority. The motion was unanimous.
- d. Motion: Mr. Megonnell moved, seconded by Mr. Miller to approve the vouchers pre-paid via paper check in the amount of \$349,711.83 for all other departments. All other departments are listed as the following for these checks: EMA, Additional insurances paid by the employee, IG Reduction, Tax Collector, Fireman's Relief, SEO Services, Insurances reimbursed from the Sewer Authority, and Insurances. The motion was unanimous.
- e. Motion: Mrs. Zimmerman moved, seconded by Mr. Miller to approve the vouchers pre-paid via vendor sites in the amount of \$40,006.57. The motion was unanimous.

6. Zoning & Planning:

- a. Creekvale P4 & P5 Plan Approval 20.007. Ms. Hardman presented this information stating that these are the final phases of Creekvale and will include 55 Townhouses. The waivers have already been approved.

Motion: Mr. Miller moved, seconded Mr. Steinmeier to approve 20.007 as presented. The motion was unanimous.

- b. To set Hearing date for Prologis, 2020.5. Mr. Megonnell said that at the PSAB meeting this month, the expanded warehouse plans are taller than the original projections. Charlie Courtney, McNees, Wallace & Nurick, said that this process was started about 1.5 years ago. He stated that at this time, he cannot answer the question of being able to view it from Holiday Park but will come prepared with the answer for the Planning Commission meeting on Thursday. Ms. Hardman asked for the hearing date to be set for December 21, 2020 at 7:15 pm.

Motion: Mrs. Zimmerman moved, seconded by Mr. Miller to approve the hearing date to be set for December 21, 2020 at 7:15 pm. The motion was unanimous.

7. Other Business:

- a. Pension Administrator. Motion: Mrs. Zimmerman moved, seconded by Mr. Steinmeier to appoint Mike Gossert as the Pension Administrator for the West Hanover Township Non-Uniform Pension Plan. The motion was unanimous.
- b. Incoming wire transfer of funds for the Fire Truck. It was discussed and decided that the funds can remain in the General Fund, which is where they were dispersed from.

West Hanover Township
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- c. RTK Officer. Motion: Mr. Steinmeier moved, seconded by Mrs. Zimmerman to appoint Mike Gossert as the Right-to-Know officer for West Hanover Township. The motion was unanimous.
 - d. Resolution 2020-51 Signers on Bank Accounts. Motion: Mr. Megonnell moved, seconded by Mr. Steinmeier to remove Tara Rex as a signer and add Mike Gossert in that place. The motion was unanimous.
 - e. Franchise Agreement with Comcast. Mr. Gossert said that he had received a phone call regarding this. We did not engage with CapCOG, so at this point it would be \$3,187 to us to sign on and move forward with the franchise agreement. 2008 was the last time this would have been brought up. The new agreement was to include an audit, but as we are two months behind, we are forgoing this. The agreement will allow for upgrades – technology improvements are part of the contract. Mr. Stinnett said it is common for these to have a 10-year window. Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to approve the cost to move forward with the franchise agreement using CapCOG.
 - f. Updated Budget Schedule. November 16, 2020 – BOS consideration/adoption of the revised budget schedule. November 30, 2020 – Budget Workshop with 5:30 pm start. December 7, 2020 – Adopt preliminary budget and to authorize the advertisement for twenty days for public review. December 28, 2020 special meeting to approve the budget. Motion: Mr. Megonnell moved, seconded by Mr. Miller to approve the presented updated budget schedule. The motion was unanimous.
 - g. PennDOT Authorization Letter. Motion: Ms. Connors moved, seconded by Mr. Steinmeier to authorize Harold Harman to be listed on the PennDOT authorization letter to complete vehicle transactions on behalf of West Hanover Township. The motion was unanimous.
- 8. New Business:**
- a. Financial Security Reduction #3: Winslett Phase 5 – Motion: Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the financial security reduction, as recommended by HRG’s letter dated 11/03/20, leaving \$93,279.70 financial security. The motion was unanimous.
 - b. Financial Security Reduction #1 Winslett Phase 6 – Motion: Motion: Mrs. Zimmerman moved, seconded by Mr. Megonnell to approve the financial security reduction, as recommended by HRG’s letter dated 11/03/20, leaving \$388,443.50 financial security. The motion was unanimous.
 - c. Financial Security Reduction #2 Winslett Phase 7 - Motion: Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the financial security reduction, as recommended by HRG’s letter dated 11/03/20, leaving \$225,379.91 financial security. The motion was unanimous.

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- d. Financial Security Reduction #1 Local 520 Plumbers & Pipefitters Union - Motion: Mrs. Zimmerman moved, seconded by Mr. Steinmeier to approve the financial security reduction, as recommended by HRG's letter dated 10/19/20, leaving \$67,133.00 financial security. The motion was unanimous.

9. Public Comment:

Richard Enck, Hillside Road. Mr. Enck said East Hanover Township is moving forward with their Stormwater Program and will not be raising their taxes.

10. Supervisors Comment:

- a. Mrs. Zimmerman asked for everyone to wear their masks, to be safe and enjoy the holidays. Happy Thanksgiving.
- b. Mr. Steinmeier thanked Mike for getting and sharing the information. He says that Mike is a good listener and is doing a good job. Mr. Steinmeier asked if anyone would have objections with him going to the WHTSA tomorrow to discuss the manhole cover extensions; as he believes the Sewer Authority should be purchasing these. Mr. Megonnell said go for it. It was asked if there was a written agreement regarding the extensions, and there is not one.
- c. Mr. Megonnell wanted to thank everyone who voted. He said that he is enjoying the weekly manager's report. Mr. Megonnell said that the bridge over Beaver Creek is now complete.
- d. Mr. Miller said that the Fire Marshall reached out regarding the Econo Lodge on Linglestown Road. On July 4, 2019 the alarm went off. He was told that there are people staying there again and that serious renovations have occurred since the fire the year before. Mr. Miller asked for permits to be investigated to make sure that they have been inspected.
- e. Ms. Connors told everyone to please stay safe. She said the COVID numbers are on the rise and we could be headed for another lockdown. Have a wonderful Thanksgiving. Thank you for the continued participation in the meetings.

Motion: Mr. Megonnell moved, seconded by Mrs. Zimmerman to adjourn the meeting at 7:55 pm. The motion was unanimous.