

West Hanover Township
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Thursday, August 19, 2021
Board of Supervisors Meeting
Present via zoom.com: 4 residents

1. **Call to Order, followed by the Pledge of Allegiance and the Invocation. All Supervisors were present.**

2. **Approval of Minutes**

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve the meeting minutes of July 15, 2021. Supervisors Megonnell, Steinmeier and Connors voted yes, Supervisor Zimmerman voted no, and Supervisor Miller abstained, due to his absence from the July 15, 2021 meeting.

3. **Correspondence:** None

4. **Public Comment:**

Richard Enck, 7112 Hillside Avenue – Richard questioned the \$5,000 expenditure to Civic Plus and was told that it was for new website design.

5. **Presentations, Staff & Board Reports:** Read by Chairperson Connors

A. June 2021 EAC Meeting Minutes

B. July 2021 EAC Meeting Minutes

Japanese Knotweed was found at 225 Piketown Road. It was suggested that a Public Works employee be trained to be able to spray the Japanese Knotweed.

C. June 2021 PSAB Meeting Minutes

D. July 2021 Zoning Report

E. May 2021 Parks & Recreation Board Meeting Minutes

F. June 2021 Parks & Recreation Board Meeting Minutes

G. June 2021 South Central EMS Chief's Report

H. July 2021 South Central EMS Chief's Report

I. August Engineer's Report from HRG

Supervisor Megonnell mentioned that the truck stop on Linglestown Road is discharging liquids onto the roadway.

J. Public Works Report

K. Property Maintenance Log

6. **Treasurer's Report:** Read by Secretary/Treasurer Steinmeier

A. **Monthly Deposits for July:** \$210,437.55

B. Expenditures:

1. Payroll for July 16, 2021, 2021: Net \$34,230.82 and Gross \$45,942.26

Motion: Supervisor Megonnell moved, seconded by Supervisor Miller to approve the gross payroll of July 2, 2021 in the amount of \$45,942.26. The motion was unanimous.

2. Vouchers pre-paid via paper check: \$28,806.63

Motion: Supervisor Megonnell moved, seconded by Supervisor Miller to approve the vouchers pre-paid via paper check in the amount of \$28,806.63. The motion was unanimous.

3. Vouchers pre-paid via ACH transfer & Vendor Sites: \$94,120.95

Supervisor Megonnell commented that on the paperwork it just says credit card payment with an amount of money but does not give any further information. Township Manager Gossert said that in this case most of them were purchases for Summer Camp. Chairperson Connors asked if there was a way to provide more information and Gossert said, yes, he will work on that.

Motion: Supervisor Megonnell moved, seconded by Supervisor Miller to approve the vouchers pre-paid via ACH transfer & Vendor Sites in the amount of \$94,120.95. The motion was unanimous.

7. Old Business

- A. New building site discussion/possible action

A discussion took place about the options presented and the Board decided to get more information about Option C and then be able to involve the public in the process.

Motion: Supervisor Miller moved, seconded by Secretary/Treasurer Steinmeier to move forward and get more information about Option C. The motion passed 4 – 1, with Supervisor Zimmerman voting no.

8. Zoning and Planning:

- A. Application for Plan Approval, Plan #21.002, Final Minor Subdivision for Semancik

Motion: Supervisor Miller moved, seconded by Supervisor Megonnell to approve Section 173-12 Preliminary Plan Procedure. The motion was unanimous.

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve Section 173-25.C.(2) Street and Right-of-Way Widths. The motion was unanimous.

Motion: Secretary/Treasurer Steinmeier moved, seconded by Supervisor Megonnell to approve Section 173-26 Curbs and Gutters. The motion was unanimous.

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve Section 173-27 Sidewalks and Pedestrian Pathways. The motion was unanimous.

Motion: Supervisor Miller moved, seconded by Supervisor Zimmerman to approve Section 173-37.G.(1) Fee in Liew of Public Park and Recreation Land Dedication. The motion was unanimous.

Motion: Supervisor Megonnell moved, seconded by Supervisor Miller to approve Section 173-11.B.2.(c) Driveway Profile Detail. The motion was unanimous.

Motion: Supervisor Megonnell moved, seconded by Supervisor Miller to approve Plan #21.002, with the condition all Township Engineer, Township Staff and Dauphin County Planning Commission comments are addressed. The motion was unanimous.

B. Application for Plan Approval Plan #21.007, Final Minor Subdivision for Hoffman

Motion: Supervisor Miller moved, seconded by Supervisor Megonnell to approve Section 173-12 Preliminary Plan. The motion was unanimous.

Motion: Supervisor Megonnell moved, seconded by Supervisor Miller to approve Section 173-11.B.(2)(c) Driveway Profile Scale. The motion was unanimous.

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve Plan #21.007, with the condition all Township Engineer, Township Staff and Dauphin County Planning Commission comments are addressed. The motion was unanimous.

C. Application for Plan Approval Plan #21.008, Briar Creek Phase 1 Final Land Development Plan

Motion: Supervisor Megonnell moved, seconded by Supervisor Miller to approve Waiver Section 173-37.B Parkland Dedication. The motion was unanimous.

Motion: Supervisor Miller moved, seconded by Supervisor Megonnell to approve Waiver Section 173-13.B.3 Individual Driveway Profile. The motion was unanimous.

Motion: Supervisor Miller moved, seconded by Supervisor Megonnell to approve Waiver Section 173-27.B.(2) Sidewalks along portion of Briarwood Drive. The motion was unanimous.

Motion: Supervisor Miller moved, seconded by Secretary/Treasurer Steinmeier to approve Waiver Section 173-25.G.(2)(g) Cul-de-sac Design. The motion was unanimous.

Motion: Supervisor Miller moved, seconded by Supervisor Megonnell to approve Waiver Section 173-25.H(4) Boulevard Island Width. The motion was unanimous.

Motion: Supervisor Miller moved, seconded by Supervisor Megonnell to approve Waiver Section 173-25.E Minimum Street Intersection Curb Radii. The motion was unanimous.

Motion: Supervisor Megonnell moved, seconded by Supervisor Miller to approve Plan #21.008, with the condition all Township Engineer, Township Staff and Dauphin County Planning Commission comments are addressed. The motion was unanimous.

D. Zoning Hearing Board Case 2021.05, 7600 Allentown Boulevard

Motion: The Board of Supervisors DOES NOT wish to be a party to ZHB case #2021.05. Supervisor Megonnell moved, seconded by Supervisor Miller. The motion was unanimous.

E. Zoning Hearing Board Case 2021.06, 220 Tiverton Lane, Phase II, The Townes of Hershey

Motion: The Board of Supervisors DOES NOT wish to be a party to ZHB case #2021.06. Supervisor Megonnell moved, seconded by Supervisor Miller. The motion was unanimous.

8. Other Business:

A. 2021 Trick-or-Treat Night - recommend October 31

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to hold West Hanover Township's Trick-or-Treat night will be held on October 31, 2021. The motion was unanimous.

9. New Business:

A. Discussion and possible action for traffic study at the intersection of Florence Drive and Jay Drive

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to authorize HRG to conduct a traffic study to determine if a stop sign is warranted. The motion was unanimous.

B. Discussion and possible action for traffic study at Brynfield Way and North Star Drive

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to authorize HRG to conduct a traffic study to determine if a stop sign is warranted. The motion was unanimous.

C. Authorization to move forward with preventive maintenance items as proposed by CM High and reviewed by HRG, using Liquid Fuels, in the amount of \$5,278.61

Motion: Supervisor Megonnell moved, seconded by Supervisor Miller to authorize CM High to perform preventive maintenance at six Township traffic signals. The motion was unanimous.

D. Authorize FILO purchase of two pieces of park fitness equipment at Lenker Park as recommended by the Parks & Recreation Board in the amount of \$10,829.66

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve the FILO purchase of two pieces of fitness equipment, for Lenker Park as recommended by the Parks & Recreation Board. The motion was unanimous.

- E. Accept two resignations from the Parks & Recreation Board

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to accept resignations for sitting board members, Rebecca Schwartz and Jennifer Bower as recommended by the Parks & Recreation Board. The motion was unanimous.

- F. To approve the appointment of two volunteers to the Parks & Recreation Board

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve the appointments of Russel Young and Kevin Trafka to the vacant seats on the Parks and Recreation Board as recommended by the Parks & Recreation Board. The motion was unanimous.

- G. Authorization to enter into a contract with Paytime Inc. to have them take over our Payroll effective November 5, 2021

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to authorize entering into a contract with Paytime Inc. to have them take over our payroll effective November 5, 2021 for the annual cost of \$4,250.00. Supervisor Zimmerman voted no.

- H. Authorize request to waive a resident's zoning permit renewal fee of \$75 due to work not able to be completed because of COVID

Motion: Supervisor Zimmerman moved, seconded by Supervisor Megonnell to waive a resident's zoning permit renewal fee of \$75 due to work not able to be completed because of COVID. The motion was unanimous.

10. Fire Company Comments: Matt Kuntz, Deputy Fire Chief

Matt reported that they will be participating in the Fall Festive and the also have Fire Company banquet coming up. They participated in the recent National Night Out. Matt spoke at the Senior Lunch and spoke about fire extinguishers and smoke alarms. They will go out to a resident's home to discuss fire safety.

11. Public Comment:

Richard Enck, Hillside Avenue – Richard talked about a car accident at Manor & Jonestown Road. He also pointed out that at the Fleet Pride truck repair shop there is a stop sign that is blocked by a trailer.

12. Parks & Recreation Upcoming Events: Read by Chairperson Connors

- 9/12 - Community Festival, 4 pm - 8 pm
- 9/16 - Senior Luncheon (Chicken Saltimbocca, broccoli medley and oven roasted potatoes)
- 9/23 - Drive Thru Senior Expo sponsored by Andrew Lewis, 11 am - 1 pm
- 9/29 - Pot Pie Dinner, 4 pm - 7 pm

13. Supervisor Comments:

- A. Supervisor Gloria Zimmerman: Learned a lot about fire safety during the Senior Lunch because Matt Kuntz was there and spoke to the seniors.
- B. Supervisor Kyle Miller: The Fire Company has requested to help with parking and traffic control at the Hollywood Casino concerts, being held on the weekends between August 22 through November 26. In return the casino will donate \$200 per person per night to their respective fire company. Hershey Entertainment & Resorts also reached out to various fire companies with a similar request for the concert series, running from August 10 through September 24. They would provide two Hershey Park tickets to each individual that participated and a monetary donation to the fire company based on the number of hours individuals contributed. The Fire Company would like permission to participate.

Motion: Supervisor Miller, seconded by Chairperson Connors to permit the fire company to participate. The motion was unanimous.

- C. Supervisor Megonnell: We were notified by the State Game Commission not to feed the birds, they have lifted that so you can now go back to feeding them.

Marcel Smullen is our EAC stream watcher, for Penn State fish protocol to monitor our streams. He is looking for help, if anyone would be interested please attend one of the EAC meetings, the second Tuesday of the month.

He asked Township Manager Gossert to check into 225 Picketown Road about the Japanese Knotweed and let the EAC know because we are the ones that would initiate that whole project. Also, we need to look for someone to certify a sprayer on Public Works. He said that PSATS may help.

Finally, he said everybody here experienced with Waste Management that they were a day behind pickups, and he received the notice that night at 6:45 p.m. that his was not going to be picked up. The next day's pickups would then be pushed back. He would like to see Waste Management contact people the day before to give them a heads up. Township Solicitor, Lee Stinnett, said that we should look at the contract to see if our contract has a Penalties Provision.

- D. Secretary/Treasurer Steinmeier: Also attended the Senior Lunch and the meal was great, and Matt Kuntz did a good job alerting senior citizens to fire safety.

He also appreciates the Board be willing to move ahead with adding some stop signs at some intersections.

He finished by saying there are at least 4,500 homes in the Township, and it is very important that we communicate with all the residents the information regarding building a new Township complex.

- E. Chairperson Connors: Thank the Fire Company as several other Board Members have done. She has heard great things about anything you have participated in within the Township and thank you for showing up tonight. Thank you for your service.

Thank you everyone that has been participating in the meetings. There are four residents participating via Zoom and we have the largest amount of people in the building than we have had in the last year and a half.

14. Adjournment:

Motion: Supervisor Megonnell moved, seconded by Supervisor Miller. The motion was unanimous.