

West Hanover Township
7171 Allentown Boulevard, Harrisburg, PA 17112
717-652-4841
www.westhanover.com

Thursday, September 16, 2021
Board of Supervisors Meeting
Present via zoom.com: 9 residents

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

2. **Approval of Meeting Minutes**

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve the meeting minutes of August 19, 2021. Supervisors Megonnell, Steinmeier and Connors voted yes, Supervisor Zimmerman voted no.

3. **Correspondence:** None

4. **Public Comment:**

Richard Enck, Hillside Avenue – Richard said he would like to see the BOS meetings be held twice a month, instead of just once. He also said that with the ACH/Vendor Payments should have the vendors spelled out.

Rick Shiffler, President of the Twin Brooks Horse Show Association on Linglestown Road; Jeffrey & Patty Shade; Erich Bair; Jessica Berman; Tim Okum; Frank Duschek; and Keith Camilli – they all spoke in opposition of the proposed warehouse on Linglestown Road

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

- A. Robin Richardson, Benecon, employee health insurance presentation
- B. Nicholas Shearer, Hamilton & Musser, PC, CPAs, audit presentation
- C. Tom Stang, Waste Management, to discuss the issues and challenges they are facing with employees and collections
- D. August 2021 Zoning Report
- E. September 2021 Engineer Report
- F. July 2021 Parks & Recreation Board Meeting Minutes
- G. August 2021 Parks & Recreation Board Meeting Minutes
- H. August 2021 Environmental Advisory Committee Minutes
- I. September 2021 Environmental Advisory Committee Minutes
- J. Public Works Daily Report
- K. Property Maintenance Log: August 19 – September 9, 2021

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

- A. **Monthly Deposits for August:** \$181,579.64

B. Expenditures:

1. Payroll for July 30, 2021: Net \$36,182.49, Gross \$48,240.45

Motion: Supervisor Megonnell moved, seconded by Supervisor Zimmerman to approve the gross payroll of July 30, 2021 in the amount of \$48,240.45. The motion was unanimous.

2. Payroll for August 13, 2021: Net \$36,376.53, Gross \$48,269.49

Motion: Supervisor Megonnell moved, seconded by Supervisor Zimmerman to approve the gross payroll of August 13, 2021 in the amount of \$48,269.49. The motion was unanimous.

3. Payroll for August 27, 2021: Net \$34,963.38, Gross \$46,638.54

Motion: Supervisor Megonnell moved, seconded by Supervisor Zimmerman to approve the gross payroll of August 27, 2021 in the amount of \$46,638.54. The motion was unanimous.

4. Payroll for September 10, 2021: Net \$35,284.77, Gross \$47,040.18

Motion: Supervisor Megonnell moved, seconded by Supervisor Zimmerman to approve the gross payroll of September 10, 2021 in the amount of \$47,040.18. The motion was unanimous.

5. Vouchers pre-paid via paper check: \$12,690.94

Motion: Supervisor Megonnell moved, seconded by Supervisor Zimmerman to approve the vouchers pre-paid via paper check in the amount of \$12,690.94. The motion was unanimous.

6. Vouchers pre-paid via ACH transfer & Vendor Sites: \$73,204.02

Motion: Supervisor Zimmerman moved, seconded by Supervisor Megonnell to approve the vouchers pre-paid via ACH transfer & Vendor Sites in the amount of \$73,204.02. The motion was unanimous.

7. Zoning and Planning:

- A. Application for Plan Approval, Plan 21.004, Final Subdivision Plan for 1548 Picketown Road

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. Old Business

C. Consideration to extend the intern's time for MS4/Parks/Administration

Township Manager Gossert said he would like the intern to stay on until the end of 2021 to continue being involved with the development of the Township's new website and also work on a major scanning project.

Motion: Supervisor Megonnell moved, seconded by Supervisor Zimmerman extend the intern's time for MS4/Parks/Administration. The motion was unanimous.

9. New Business:

a. Consideration of Brookview Phase IV, Improvement Guarantee Reduction #3 in the amount of \$212,770.75

Motion: Secretary/Treasurer Steinmeier moved, seconded by Supervisor Megonnell to approve Brookview Phase IV, Improvement Guarantee Reduction #3 in the amount of \$212,770.75. The motion was unanimous.

b. Consideration for a Financial Security Adjustment for 1708 Maplewood Road - E&S Plan

Motion: Supervisor Megonnell moved, seconded by Supervisor Zimmerman to approve the Financial Security Adjustment for 1708 Maplewood Road - E&S Plan. The motion was unanimous.

c. Consideration to release the Improvement Guarantee in full, on the recommendation of HRG, for Winslett Phase 5 in the amount of \$93,279.70

Motion: Secretary/Treasurer Steinmeier moved, seconded by Supervisor Zimmerman to approve the release of the Improvement Guarantee in full, on the recommendation of HRG, for Winslett Phase 5 in the amount of \$93,279.70. The motion was unanimous.

d. Consideration to approve road dedication for the Townes of Hershey Road and release of the Surety Bond upon the Solicitor's review and approval

Motion: Supervisor Zimmerman moved, seconded by Supervisor Megonnell to approve road dedication for the Townes of Hershey Road. The motion was unanimous.

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve release of the surety bond upon the Solicitor's review and approval. The motion was unanimous.

e. Consideration of a Change Order to extend the contract with Recon Construction Services Inc. for paving in Holiday Park and Houck Manor

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to accept the Change Order to extend the contract with Recon Construction Services. The motion was unanimous.

- f. Accept the recommendation of the Parks & Recreation Board to fill two vacant seats on their Board

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to accept the recommendation of the Parks & Recreation Board to fill two vacant seats on their Board with Michael Powell and Julie Young. The motion was unanimous.

- g. Consideration of the Non-Uniform Pension Plan Minimum Municipal Obligation (MMO) for 2022

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve the Non-Uniform Pension Plan Minimum Municipal Obligation (MMO) for 2022. The motion was unanimous.

- h. Consideration of new Employee Healthcare Plan, Disability and Life Insurance

Motion: Supervisor Megonnell moved, seconded by Supervisor Zimmerman to approve new Employee Healthcare Plan, Disability and Life Insurance. The motion was unanimous.

- i. Consideration of Comprehensive & Public Officials Liability Insurance

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve the Comprehensive & Public Officials Liability Insurance. The motion was unanimous.

- j. Consideration of Township Manager to also manage the West Hanover Township Authority to be retroactive to date of hire, in accordance with the Manager's contract

Motion: Secretary/Treasurer Steinmeier moved, seconded by Supervisor Megonnell to approve the Township Manager to also manage the West Hanover Township Authority to be retroactive to date of hire in accordance with the Manager's contract. Supervisors Connors, Megonnell and Secretary/Treasurer Steinmeier voted yes. Supervisor Zimmerman voted no.

- k. Consideration of the 2022 Budget Schedule

Motion: Supervisor Megonnell moved, seconded by Secretary/Treasurer Steinmeier to approve the 2022 Budget Schedule. The motion was unanimous.

- l. Consideration of Pitney Bowes contract for the office postage meter

Eileen LaForce explained that we will receive a new postage meter and enter into a contract with Pitney Bowes where our monthly payment will go down \$8 a month.

Motion: Supervisor Zimmerman moved, seconded by Supervisor Megonnell to approve the contract with Pitney Bowes for the office postage meter. The motion was unanimous.

- m. Preview new Township logo design options

10. WHT Volunteer Fire Company Comments: Matt Senft

Matt reported that they responded to 57 call in August. The number is up due to storm damage. Already in September they have responded to 21 calls, including during the flooding the Township experienced and even the EOC was open to close and monitor roads.

Matt spoke of recruitment retention, and while we have better numbers than our neighboring municipalities, the Fire Company would like to collaborate with the Board of Supervisors and Township Manager on ways to increase our numbers. They have approached the shop teacher for the Emergency Services Department at Dauphin County Technical School so see if any West Hanover Township students may be interested. Matt said the Fire Company has made the commitment to attend the BOS Meetings and if there is anything specific the Board would like to have reported, he can make that happen.

11. Public Comment:

Frank Duschek, Silver Lake Drive – he was in touch with someone unable to attend the meeting and they wanted him to ask the Supervisors why, at the February 2021 meeting, some residents spoke out against the warehouse, why did the Board of Supervisors vote to approve it?

Richard Enck, Hillside Avenue – noted that the Comprehensive Plan runs out in 2025 and Township Supervisor Gossert assured him that they have been in contact with an organization to help with the Plan and the priority is updating the Zoning Ordinance. This has not been updated since 1995. There will be plenty of workshops with the Board, the Planning Commission, and the public. The organization will provide a proposal and then we can move forward.

12. Supervisor Comments:

- A. Supervisor Gloria Zimmerman: None
- B. Supervisor Megonnell: Thought the Community Festival was very well put together and the Senior Lunch this afternoon was very good. He thanked Don Holmes for putting the word out about the newsletter at the luncheon.

He said he noticed that Pine Tree Avenue was recently seal coated and he was hoping PW would sweep off the stone in a timely manner.

On October 20 at 7 p.m. at the Linglestown Fire House there will be a Meet the Candidate night. Thirteen different candidates will be there.

Spoke with Keith Kepler from the Dauphin County Recycling Center. They pickup West Hanover's electronics once a week. They are down in manpower and asked if we could have one of our Public Works employees load our electronics up and take to them.

Andrew Lewis is hosting a drive-thru Senior Expo at the Community Center on September 23 from 11 a.m. to 1 p.m. Also, the EAC is sponsoring tire recycling on September 25 at the Public Works Building from 8 a.m. until 2 p.m.

Supervisor Megonnell asked where we stand with the files that we were having scanned by HIG. Township Manager Gossert responded that the intern is working on that right now. He then asked what the status of having a Public Works employee trained on roadside spraying and Township Manager Gossert replied that he left several messages with PSATS and was waiting for a reply.

- C. Secretary/Treasurer Steinmeier: Asked if there was a charge for the recycling of tires and was told it is \$2 or \$3 per tire.

He said the Road Crew and the Fire Department did an excellent job cleaning up after Hurricane Ida.

Finally, there is a regular Storm Water Authority meeting on September 22 from 5 p.m. to 6 p.m. followed by a workshop on the budget. They are working on lowering the fees to residents.

- D. Chairperson Connors: Great job with the Community Festival.

On Monday the Senate and House held a hearing on the future of local government meetings. There will be a symposium on October 21 titled *Improving Efficiency of Local Government Post Pandemic*. She will keep us posted.

While the community Facebook page is a great resource, it is not an official Township page. If you have questions you expect an answer to, please call the Township. There is an official page, West Hanover Township Administration, that is updated regularly.

Chairperson Connors noted there were 9 people on Zoom and this is the largest in-person attendance since pre-COVID.

13. Adjournment:

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