

**EAST HANOVER TOWNSHIP  
BUDGET WORKSHOP MEETING MINUTES  
October 14, 2021**

**CALL TO ORDER**

Chairman Rish called the October 14, 2021, Budget Workshop Meeting of the Board of Supervisors to order at 6:00 p.m. He stated the ground rules for the meeting are to limit comments per individual for 5 minutes total not by line or category and will accept written comments thru comment period as stated in the 2nd class township code. This meeting has been properly advertised for budget purpose and any other business that may come before the board.

**IN ATTENDANCE:**

**SUPERVISORS:**

George Rish, Chairman

Rick Smith

Chad Leese, Vice-Chairman left 7:30

Smittie Brown

Mike Yingling 6:45pm-7:55

**ALSO PRESENT:**

Paul Cornell, Township Manager

Jackie Wilbern, Assist Township Manager

Sharon Umberger, Recording Secretary

Allison Spielman, Park & Rec Director

Bryan Ziegler, Public Works Director

Andy Stein, Stein Consulting Group

**Request Board of Supervisors Accept the Manada Oaks Act 537 Study and direct Staff and Consultants to begin the Act 537 Planning Process**

Mr. Rish asked for any comments regarding the requested action and there were none.

Mr. Leese made a **motion to accept the Manada Oaks Basin Act 537 Study and direct staff and consultants to begin the Act 537 planning process.** Mr. Brown seconded. **Motion carried 4-0.**

**General Fund 2022 Budget Review**

Andy Stein presented the General Fund Budget Assumptions to Board of Supervisors in order for them to give their guidance for the operational plan for next year. This will give staff road map to follow in 2022. Currently 6.5 million dollars unrestricted cash on hand and this budget although expenses exceed income not a true deficit budget because the shortfall will be balanced with cash reserves no borrowings will be necessary. The last two years projected similar shortfalls but in 2020 ended with surplus. The reason being potential expenses are in the budget however, income items like Dauphin County Gaming Grants are not in the budget.

Andy Stein stated there will be a request for resolution to restricted ARA Funds received this year in the amount of \$311,000. The new well is marked as an ARA project.

The column labeled row corresponds with the location on the Draft 2022 General Fund Budget. The road program is one of the biggest items in the EHT budget and HRG's road study last year concluded that a minimum of \$700,000 should be spent each year on roads. Bryan Ziegler answered questions regarding the proposed 2022 Road Paving Schedule. Mr. Leese suggested that some roads on the proposed list are in area of Manada Oaks Basin identified with the Act

537 Study. After discussion, board consensus was to remove those roads and replace with the next roads identified for paving. Line 6 Bow Creek Road paving was left in but uncertain of the timing with the warehouse construction and paving may shift to 2023. Replacement of guiderails necessary to avoid any liabilities.

Line 8-Paul Cornell provided a list of computers to be replaced. Mentioned a need to replace server but not in 2022 Budget.

Jackie Wilbern and Bryan Ziegler spoke to lines 11-16 related to MS4 BMPs scheduled for 2022. MS4 is an unfunded mandate from DEP and EPA. After discussion \$220,000 for BMP2 design was removed from 2022 to 2023. Line 17 park bridge is associated with BMP2 and will also move to 2023.

Employee portion of cost for health insurance will remain at 5% for 2022. There are reimbursement programs offered thru Capital Blue Cross that are available to employees. HRA liability per employee is maximum of \$3,500. Items 20-22 will be discussed in an Executive Session next Tuesday, October 19<sup>th</sup>.

Mike Yingling joined the meeting at 6:45p.m.

Newsletter printing and postage will be in the 2022 Budget.

Items 24-26 contributions will remain in the budget.

Item 27-Fire Company insurance premiums raised to \$60,000 for WC, commercial, and auto. Draft Fire Study will be provided and then public presentation.

Item 28-No recommendation this year to contribute toward the Manada Oaks Project which could be a budget buster.

Item 29-township is looking a possibly paving some of the problem areas on the park trails. Spending \$1,500 a year plus labor costs to add stone to repair trail and there is constant maintenance of these areas. Consensus of board to keep in budget.

Items 30 and 31 are for potential Park Grants that will not be awarded until later in the year. Put \$5,000 in line #30 for administrative opening to review grant if awarded to EHT.

Directory left in the budget for 2022.

Chad Leese left the meeting at 7:20p.m. He asked to receive copy of the fire study.

### **Liquid Fuels 2022 Budget Review**

The new PW Dump Truck in the amount of \$180,500 will come out of the liquid fuels budget. Includes \$350,000 in paving projects. Bridge bundling project with Dauphin County--the \$50,000 received from West Hanover Township was paid down on the loan. Green light go grant is included for Route 743 and Route 22. Replacing school light in front of the elementary school.

PennDot is working on Sand Beach Road and Township may see a letter to maintain flashing lights after purchased by PennDot. Board would like to see a light at Route 22 and Sand Beach Road but PennDot does not yet warrant a light.

No changes made to the proposed liquid fuels budget.

### **Staff Comment:**

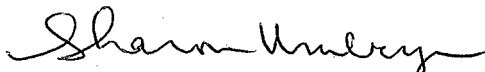
Bryan Ziegler said two bridges in Township have weight limits N. Meadow Road and Furnace and will need to be addressed at some point. This year, paving will be bid out thru COG who will put everything out for bid and will reduce engineering costs. Bryan is requesting another full-time employee for public works. Park maintenance has increased. Sewer collection system doing repair work, inspecting manholes exceeded time spent in last 3 years. Sewer related hours are billed to the Municipal Authority. MS-4 work will take additional time along with all the prep work prior to paving.

### **Public Comment:**

Yvonne Sharrow, Park & Rec Board, clarified the Supervisor's decision regarding not putting more money in for Park Grant. Andy Stein felt that an unknown cost at this time but will be able to guarantee to DCNR that funds are available for the projects. Confirmed the location of the new bridge is the wooden staircase identified in Park Master Plan. Discussed other options rather than paving trails. Mr. Yingling suggested that Township apply for Transportation Grant for the new bridge.

**The next scheduled Budget Workshop Meeting is Wednesday, October 20<sup>th</sup>, 2021 at 6p.m.**

**Meeting Adjourned at 7:55 p.m.**



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**Sharon Umberger, Recording Secretary**