

**EAST HANOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
June 1, 2021**

CALL TO ORDER

Chairman Rish called the June 1, 2021, Regular Meeting of the East Hanover Township Board of Supervisors to order at 7:00 pm via Zoom Video Conferencing.

Chairman Rish stated that this meeting is in person and via Zoom video conferencing. The meeting is being video and audio taped. Please note the Public Comment Guidelines of Decorum require all individuals wishing to make public comment need to do so by emailing to assttwpmgr@ehtdcpa.org or you may raise your hand in the Zoom program option. Under regulations you will need to provide your full name and address for the record. This is the last time Board of Supervisors meeting will be available via Zoom video conferencing unless needed in the future.

IN ATTENDANCE:

SUPERVISORS:

George Rish, Chairman
Chad Leese, Vice Chairman
Smittie Brown
Rick Smith
Mike Yingling

ALSO PRESENT:

Paul Cornell, Township Manager
Jackie Wilbern, Assistant Township Manager
Lee Stinnett, Township Solicitor-Salzmann & Hughes
Bryan Ziegler, Public Works Director
Jhane Kunkel, Park & Rec Director
Sharon Umberger, Recording Secretary

APPROVAL OF MEETING MINUTES:

Mr. Yingling made a motion to approve the Board of Supervisors regular meeting minutes from May 19, 2021. Mr. Smith seconded. Motion carried 5-0.

TREASURER'S REPORT

	Invoices due 05/20/21- 05/28/21	5/28/21 Invoices for Consideration 6/01/21
General Fund	\$ 275.00	\$ 67,732.63
Fire Fund	\$ 0	\$ 0
Street Light Fund	\$ 0	\$ 0
Liquid Fuels Fund	\$ 0	\$ 214.89
Total	\$ 275.00	\$ 67,947.52

As approved: Purchased \$1,160,000-6 mos. CDAR with JBT at 0.35%.

Mr. Yingling made a motion to approve bills as submitted to be paid through June 1, 2021. Mr. Smith seconded. Motion carried 5-0.

Correspondence:

PRPS Good Job! Award was received recognizing Jhane Kunkel, Director of Parks & Recreation. Chairman Rish thanked Jhane and her Park & Rec Committee for all their efforts.

Reports:

GVFC-Chief Saul Schmolitz-Saul's monthly report will be delayed until PSP incident reports are received for four accident calls this past weekend. There were a lot of storm damage calls and car accidents in the last month. Two training events at H & S Towing and the firehouse. Met with Scott Ryno and showed him the Township and where all the dry hydrants and ponds that the fire company uses are located. Showed him the neighboring fire companies. Mr. Brown asked Saul about the mutual aid agreements. The agreements are a county-wide mutual aid agreement system between municipalities and counties. Mr. Smith asked about the long-term plans for the old fire station. PAWS currently renting that building and fire company usually likes a five-year lease. Mr. Leese asked whether the fire company trainings are taped for social media. Lots of photos are posted on GVFC Facebook page.

Fort Indiantown Gap-David Weisnicht-Shared more than 7,000 troops come in each weekend thru the month of July. Reminded Supervisors of their invitation for breakfast at the GAP Community Club on 6/10 including a briefing of projects/events with a tour.

Unfinished Business: None

New Business:

Request for Special Finance Meeting

Andy Stein informed the Board Supervisors that a detailed financial report thru June 30th will be available prior to the first regular meeting and will not schedule a separate finance meeting in July. The 2022 Budget may be challenging with the new recommendations from the Engineer resulting from the road study. Mr. Smith asked if heard anything from County about the American Recovery Plan Act Funds. Solicitor will follow up with information about how funds can be spent to board and Andy in addition to Paul and Jackie.

Request to scan old Township Files into Laserfiche

Paul Cornell provided the Board with a memo detailing the quotes received for scanning Township documents. Scantek provided the lower price and scans directly into Laserfiche. Scantek is a COSTARS contract and are bonded and insured. Commercial plans need to be kept as long as the building is standing. All current information is scanned, this is to scan old documents to Laserfiche in the cloud. Mr. Leese questioned about why not going with OCR. Mr. Cornell explained the property files will be titled with parcel number and street address and there is no need for OCR which then provides a cost saving. Mr. Smith asked whether the urgency was related to fire concerns. It is a concern that documents could have been lost.

Mr. Smith made a motion to authorize the scanning and uploading of files with cost of \$12,912.17 to paid to Scantek from the Reserve Fund. Mr. Yingling seconded. Motion carried 5-0.

Request to Hire Park and Recreation Director

As directed, the position of Park & Rec Director was advertised in newspaper and with PRPS. After receiving application, an interview was held with Jackie, Paul, and the current Derry Township Park & Rec Director, who is on the East Hanover Township Park & Rec Board. Mr. Cornell presented request to hire Laurie Crawford. A discussion continued about her experience and qualifications that would expand to other departments with

MS-4 work and Grant Applications. Job would also entail physical work in the park. There would be a standard probationary period and standard benefits. Mr. Yingling asked whether job description has been updated to include these added responsibilities. Mr. Cornell confirmed that it has been updated. Mr. Yingling made a **motion to hire Laurie Crawford as the new Park & Rec Director at an annual salary of \$51,000 to start 6/15/2021.** Mr. Brown seconded. **Motion carried 5-0.**

Board/Staff Comments:

Paul Cornell, commented on memo to BOS about the Township changing its pay period date to end on a Sunday night instead of Tuesday which will begin the first pay in July.

Bryan Ziegler, Public Works Director, presented Township with an \$80,000 check from Texas Eastern toward 2022 road repairs as outlined in the reimbursement agreement.

Business from the Public:

Saul Schmolitz, GVFC, members were recently invited to Hollywood Casino for a Hero Event recognizing police/fire/military personnel. Past Friday night the 5th Race was dedicated to GVFC. Last week BBQ went well, 384 meals sold out in 1 hour 40 minutes with no pre-sales.

Terrence Wolfe, 136 Cliff Road, while the VFW Shellsville Post 9639 and a local boy scout troop was placing flags our deceased veteran's tombstones in the township, came to Old Hanover Church cemetery not being maintained and was bringing it to the attention of the Board of Supervisors. Township Solicitor to provide options for the Board as outlined in the second-class township code and add to next meeting agenda.

Becki Oller, 400 Trail Road, provided that the correct church affiliation for the unmaintained cemetery was the Presbyterian Church in Hershey and she will follow-up about status with their 3-member board. About 20 years ago the Township paid for repairs to a portion of the wall.

Tina Hastie, Fox Run Road, PAWS is holding a yard sale on 6/5 beginning at 7am.

Becki Oller, 400 Trail Road, in preparation for groups and organizations resuming 6/15 with a new signed agreement in place at Township, inquired where to obtain new agreement. Mr. Cornell stated blank agreements are available at township building or may be e-mailed.

Adjournment:

Mr. Yingling made a **motion to adjourn meeting.** The meeting adjourned at 7:43 p.m.



Sharon Umberger, Recording Secretary