

**EAST HANOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
January 3, 2023**

CALL TO ORDER

Mr. Leese called the January 3, 2023 Reorganization and Regular Meetings of the East Hanover Township Board of Supervisors to order at 7:10 p.m. There was an Executive Session at 6:30 p.m. for informational purposes.

Mr. Leese stated that the meetings are audio taped. The tapes are strictly for the use of the Recording Secretary for clarification during preparation of the minutes. The Public Guidelines of Decorum require all individuals wishing to make public comments to do so at the microphone and state their name and address.

IN ATTENDANCE:

SUPERVISORS:

Chad Leese
Rebecca Oller
Tina Hastie
Kyler Shea 7:43 p.m.-8:32 p.m.

ALSO PRESENT:

Nicholas Yingst, Township Manager
Lee Stinnett, Township Solicitor-Salzman Hughes
Becky Richards, Park & Rec Director
Sharon Umberger, Recording Secretary

Solicitor Stinnett explained that the nominations and election of officers will follow Robert's Rules of Order.

Nomination and election of officers for 2023:

- **Chairman:** Mrs. Hastie made a motion to nominate Mr. Leese as Chairman of the Board of Supervisors. No other nominations were made. Mr. Leese was elected Chairman for 2023 with a 3-0 vote that was conducted by roll call.
- **Vice Chair:** Chairman Leese made a motion to nominate Mrs. Oller as Vice Chair to the Board of Supervisors for 2023. No other nominations were made. Mrs. Oller was elected Vice Chair with a 3-0 vote that was conducted by roll call.
- Solicitor Stinnett turned the meeting over to Chairman Leese.

Appointments for 2023:

- **Secretary/Treasurer:** Mrs. Oller made a motion to appoint Sharon Umberger to the position of Secretary/Treasurer for 2023. Mrs. Hastie seconded the motion. Motion carried with a 3-0 vote.
- **Assistant Secretary/Assistant Treasurer:** Mrs. Oller made a motion to appoint Nicholas Yingst as the Assistant Secretary/Assistant Treasurer for 2023. Mrs. Hastie seconded the motion. Motion carried with a 3-0 vote.
- **Delegate and Alternate Delegate to Capital Region Council of Governments:** Mrs. Oller made a motion to appoint Bryan Ziegler as the Delegate and Nicholas Yingst as the Alternate Delegate to the Capital Region Council of Governments for 2023. Mrs. Hastie seconded the motion. Motion carried with a 3-0 vote.
- **Zoning Officer and Floodplain Administrator:** Mrs. Oller made a motion to appoint Light-Heigel & Associates as the Zoning Officer and Floodplain Administrator for 2023 per the attached rate schedule. Mrs. Hastie seconded the motion. Motion carried with a 3-0 vote.
- **Code Enforcement Officer:** Mrs. Hastie made a motion to appoint Light-Heigel & Associates as the Code Enforcement Officer for 2023 per the attached rate schedule. Mrs. Oller seconded the motion. Motion carried with a 3-0 vote.
- **UCC Building Inspector:** Mrs. Hastie made a motion to appoint Light-Heigel & Associates as the UCC Building

- Inspector for 2023 per the attached rate schedule. Mrs. Oller seconded the motion. Motion carried with a 3-0 vote.
- **Solicitor:** Mrs. Hastie made a motion to appoint Salzmman Hughes as Solicitor for 2023 per the attached rate schedule. Mrs. Oller seconded. Motion carried with a 3-0 vote.
- **Engineer:** Mrs. Oller made a motion to appoint HRG as the Engineer for 2023 per the attached rate schedule. Mrs. Hastie seconded the motion. Motion carried with a 3-0 vote.
- **Sewage Enforcement Officer and Alternate Sewage Enforcement Officer:** Mrs. Oller made a motion to appoint Brian McFeaters as the Sewage Enforcement Officer for 2023 and Spencer SEO Services as the Alternate Sewage Enforcement Officer for 2023 per the attached rate schedules. Mrs. Hastie seconded the motion. Motion carried with a 3-0 vote.
- **Voting Delegate and Alternate Delegate to PSATS Annual Conference** –Chairman Leese made a motion to appoint Mrs. Oller as the Voting Delegate and Mrs. Hastie as the Alternate Delegate to PSATS Annual Conference for 2023. Mrs. Hastie seconded the motion. Motion carried with a 3-0 vote.
- **Vacancy Board Chairman:** Mrs. Oller made a motion to appoint George Rish as Vacancy Board Chairman for 2023. Mrs. Hastie seconded the motion. Motion carried with a 3-0 vote.
- **Proposed Resolution appointing members to certain municipal boards, commissions, and authorities:** Mrs. Hastie made a motion to adopt Resolution 2023-1, appointing Lawrence McCarter to the Zoning Hearing Board, reappointing Angela Bard-Welt to the Park & Recreation Board, and reappointing Alphonse Lepore, Jr. to the Municipal Authority; all have five-year terms ending December 31, 2027. Chairman Leese seconded the motion. Motion carried with a 3-0 vote.
- **Proposed Resolution appointing Special Fire Police:** Mrs. Oller made a motion to adopt Resolution 2023-2, appointing the Special Fire Police and establishing duties of same. Chairman Leese seconded the motion. Motion carried with a 3-0 vote. Chief Schmolitz to provide an updated list of the members serving in this capacity.
- **Proposed Resolution appointing Delegate and Alternate Delegate to Dauphin County Tax Collection Committee:** Mrs. Oller made a motion to adopt Resolution 2023-3, appointing Nicholas Yingst as the Delegate and Sharon Umberger as the Alternate Delegate to the Dauphin County Tax Collection Committee for 2023. Mrs. Hastie seconded the motion. Motion carried with a 3-0 vote.
- **Board of Supervisors Liaison Assignments:** Chairman Leese made a motion for the following Supervisor Liaison Assignments: Mr. Yingling to Public Safety; Mr. Shea to Fire Company; Mr. Leese to Planning Commission; Mrs. Oller to Park & Recreation; Mrs. Hastie to Municipal Authority; and no liaison for Public Works. Mrs. Oller seconded the motion. Motion carried with a 3-0 vote.

Establishing Bonds for 2023:

- **Establishing bonds for Secretary/Treasurer, Township Manager, MS4 and Planning Coordinator, Park & Recreation Director, and Administrative Assistant.** Mrs. Oller made a motion to approve payment of bond premiums and set the coverage levels as follows: Secretary/Treasurer-\$3,000,000; Township Manager-\$3,000,000; MS4 and Planning-\$50,000; Park & Recreation Director-\$50,000, and Administrative Assistant-\$50,000. Mrs. Hastie seconded the motion. Motion carried with a 3-0 vote.

Selecting Depositories and Authorized Signers for Township Funds:

- Mrs. Hastie made a motion for the Depositories of Township Funds in 2023 to be Jonestown Bank and Trust, Centric Bank, Fulton Bank, and PLGIT (Pennsylvania Local Government Investment Trust) with the authorized signers for same to be Township Supervisors, Township Manager, and Secretary/Treasurer with two signatures required for each check. Chairman Leese seconded the motion. Motion carried with a 3-0 vote

Setting Fees:

- **Proposed Resolution Setting Professional Services Fees:** Mrs. Oller made a motion to adopt Resolution 2023-4, setting the Township fee schedule for professional services including zoning and codes enforcement, UCC plan reviews and inspections, legal, engineering, and sewage enforcement for 2023. Chairman Leese seconded

the motion. **Motion carried with a 3-0 vote.**

- **Proposed Resolution Setting Township Fees:** Mrs. Oller made a motion to adopt Resolution 2023-5, setting the Township fee schedule for 2023. Mrs. Hastie seconded the motion. **Motion carried with a 3-0 vote.**

Mileage Reimbursement Rate for Personal Vehicles used for Township Business:

- **Establishing mileage reimbursement rate for personal vehicles used for Township business at the published IRS rate:** Mrs. Hastie made a motion to approve the Mileage Compensation at the published IRS rate at 65.5 cents per mile effective January 1, 2023 and is subject to change during the year 2023. Chairman Leese seconded the motion. **Motion carried with a 3-0 vote.**

REGULAR MEETING OF THE BOARD OF SUPERVISORS

APPROVAL OF MEETING MINUTES:

Mrs. Hastie made a motion to approve the Board of Supervisors meeting minutes from December 20, 2022. Mrs. Oller seconded the motion. **Motion carried with a 3-0 vote.**

TREASURER'S REPORT:

	Invoices due and paid 12/21/22-12/29/22	12/29/22 Invoices for Consideration on 1/03/23	Checks Written against Balance Sheet Accounts
12/21/22-01/03/23			
General Fund	\$ 62,113.80	\$ 0	\$ 36,751.91
Fire Fund	\$ 0	\$ 0	\$ 0
Street Light Fund	\$ 0	\$ 0	\$ 0
Liquid Fuels Fund	\$ 6,745.33	\$ 0	\$ 0
Total	\$ 68,859.13	\$ 0	\$ 36,751.91
Total Checks Written			\$ 105,611.04

Mrs. Hastie made a motion to **approve the bills as presented on January 3, 2023.** Mrs. Oller seconded the motion. **Motion carried with a 3-0 vote.**

Correspondence: Available for review on the table at the entrance of the meeting room.

Reports:

Grantville Volunteer Fire Company: Chief Saul Schmolitz reported that the fire company ran 248 calls in 2022 with an average of 6.1 members attending per call. Call breakdown: service calls-18.15%; hazardous conditions-8.47%; rescues or medical-23.79%; fire calls-13.71%; false alarms-9.27%; and good intent calls-26.61%.

(Mr. Shea joined the BOS meeting at 7:43 p.m.)

Mrs. Oller asked Chief Schmolitz whether there is a shortage of fire fighters, since three fire companies recently consolidated in Lebanon County. Chief Schmolitz felt GVFC emergency response is strong. Member response is greater in the evening than daylight hours. GVFC has just received applications from two fire fighters with Fire Fighter I and Vehicle Rescue certifications. There will be three live-ins after January 7th. Chairman Leese asked whether 6.1 member average per call was sufficient. Chief Schmolitz said 6.1 average may be better in comparison to other fire companies, but always like more members to respond.

Fort Indiantown Gap: No report.

South Central Emergency Medical Services (EMS): Jason Campbell provided a written report for November.

Manada Conservancy: Sally Zaino provided a written report. Sally introduced the Manada Conservancy's new Executive Director, Will Dingman. Mr. Dingman will be the Township's future contact person with the Manada Conservancy. Sally is no longer the Manada Conservancy President and beginning in 2023 Tom Abendroth is the new President. The dates for the spring sale and order pickup are Friday, May 5th and Saturday, May 6th. She announced Manada Conservancy acquired a new preserve in East Hanover Township. It is a 40-acre wooded property in Manada Gap. After drawing up a management plan and posting signage, it will be open to the public. Reminder that the 10-acre Cladel Preserve on Meadow Lane is open to the public.

Unfinished Business:

Manada Basin special study discussion-No updates or action taken.

Fire prevention ordinance-No updates or action taken.

New Business:

Authorization of \$75,000 expenditure toward fire company hose and nozzle debt per 2021/2022 Dauphin County gaming grant

Mrs. Oller made a motion authorizing the expenditure of \$75,000 toward the GVFC hose and nozzle debt reduction per the approved 2021/2022 Dauphin County gaming grant. Mr. Shea seconded the motion. Motion carried with a 4-0 vote.

Bridge bundling funding authorization request-Camp Kiwanis Road bridge

Mrs. Hastie made a motion to approve the request for funding of the final HRG pre-construction costs associated with the Dauphin County Bridge Bundling in the amount of \$18,976 to be paid by Dauphin County Infrastructure Bank to Dauphin County Budget Office. Chairman Leese seconded the motion. Motion carried with a 4-0 vote.

Stormwater utility program management proposal

The Township is requesting stormwater utility program management support from HRG. HRG will bill on time and material basis for this scope of services under the engineering retainer agreement. Credit and Appeal Applications may be managed in-house unless there are technical considerations, which will require an engineer's review. The Township is working toward moving maintenance of the stormwater system and impervious area dataset in GIS in-house, but there will be a period of transition. The BOS will be consulted in advance before any grant applications are pursued by HRG. Chairman Leese requested that the Township keep statistics on number of appeals and credit requests handled by HRG along with the monthly expenses. Mrs. Oller made a motion to approve Stormwater Utility Program Management Agreement with HRG. Mrs. Hastie seconded the motion. Motion carried with a 4-0 vote.

Authorization to list playground equipment for sale and removal on Municibid:

Becky Richards requested that the BOS take formal action to authorize listing of three playground units for public auction on Municibid. These are playground items being replaced with the Community Park Redevelopment Project.

Mrs. Oller made a **motion to allow listing and sale of three playground units on Municibid in "As Is Condition" with removal by the purchaser, with no minimum selling price.** Mr. Shea seconded the motion. **Motion carried with a 4-0 vote.**

2023 Humane Society agreement

Mr. Yingst shared the 2023 Humane Society agreement which is essentially the same as 2022 agreement and the fees per animal are unchanged. The Humane Society provides a TNR program for feral cats at no charge to participating municipalities. Animal rescue and pick-up services are an additional charge that the Township has not authorized in the past. Mrs. Oller made a **motion approving the 2023 agreement with the Humane Society of Harrisburg Area, Inc. with the stipulation that the Township receive monthly reports as stated in the agreement.** Chairman Leese seconded the motion. **Motion carried with a 4-0 vote.**

Mrs. Hastie mentioned that there are two dog rescue groups in this Township. The Township may want to review those rescue groups for services in the future.

Business from the Public:

Richard Shirk-125 Shirks Lane-Concerned that Hollywood Casino is not paying the Township enough money from the Table Games revenue-recent article in newspaper talked about a surplus in the State's rainy day fund.

Keith Espenshade-8952 Jonestown Road, Grantville-Notified Supervisors of a posting on the premises at the former Colonial Penn Motel about future restaurant and liquor license. Stated concerns about the intersection at Allentown Boulevard and Sand Beach Road with having no traffic signals and feels that is already a hazardous intersection. Supervisors were unaware of posting and had limited information at this time. Solicitor Stinnett shared that a new liquor license coming from out of the Township would require a Public Hearing and there would be further investigation.

Supervisor Comments:

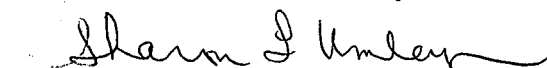
Mrs. Hastie-Happy New Year.

Mrs. Oller-Proud of the Township's 2022 accomplishments, and that Chairman Leese is a great leader.

Mr. Shea-Shared that GVFC should be commended for their reliability and competence.

Adjournment:

Mrs. Hastie made a **motion to adjourn.** Mrs. Oller seconded the motion. **The meeting adjourned at 8:32 p.m.**



Sharon Umberger, Recording Secretary