

**EAST HANOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
February 7, 2023**

**CALL TO ORDER**

Vice Chairperson Rebecca Oller called the Tuesday, February 7, 2023, Regular Meeting of the Board of Supervisors to order at 7:05 p.m. in the meeting room of the Township, 8848 Jonestown Road, Grantville, PA followed by the Pledge of Allegiance. An Executive Session was held at 6:45 p.m. for informational purposes.

Vice Chairperson Oller 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, Chairman-7:10pm-8:50pm  
Rebecca Oller, Vice-Chairperson  
Mike Yingling  
Tina Hastie  
Kyler Shea

**ALSO PRESENT:**

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

**APPROVAL OF MEETING MINUTES FOR JANUARY 17, 2023**

Mr. Yingling made a motion to approve the regular meeting minutes from January 17, 2023. Mrs. Hastie seconded.  
**Motion carried 4-0.**

**TREASURER'S REPORT**

	Invoices due and paid 01/18/23-02/02/23	02/02/23 Invoices for Consideration on 02/07/23	Checks Written against Balance Sheet Accounts
01/18/23-02/07/23			
General Fund	\$ 32,472.63	\$ 70,553.11	\$ 30,189.35
Fire Fund	\$ 0	\$ 622.00	\$ 0
Street Light Fund	\$ 0	\$ 692.68	\$ 0
Liquid Fuels Fund	\$ 191,150.00	\$ 4,424.63	\$ 0
Total	\$ 223,622.63	\$ 76,292.42	\$ 30,189.35
Total Checks Written			\$ 330,104.40

No questions or issues with the invoices. No action taken.

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

- **Penn Waste**-Notification of a rate increase effective for Quarter 1 of 2023. The quarterly billing rate per home increased from \$73.02 to \$74.45 due to the increased disposal rates at the Susquehanna Resource Management Complex. Pay-Per-Bag Service customer rates will not be affected.
- **Invitation to Local Government Forum**-Event to be held Wednesday, February 22, 2023.
- **Buse Funeral Home**-Municipal notification submission of State Only Operating Permit application regarding Human Crematorium to comply with the Pennsylvania Air Pollution Control Act. There is a 30-day comment period regarding the permit application. DEP will accept any such comments.
- **Boyer & Ritter**-Communication regarding planned scope of annual financial audit for the year ended December 31, 2022.

### **Reports:**

**GVFC**-Chief Saul Schmolitz provided written reports prior to the meeting. The beginning of year has been very busy for GVFC. There was a house fire that was wind driven fire and 17 calls. Crews completed Haz-mat training, Breathing Apparatus training, and CPR training this month. Scott Ryno is finalizing a Federal Grant application for new Dauphin County radios and to replace tanker. Fund Drive letters will be sent to Township residents, and the Chief received approval to use the Township's mailing list. Mrs. Oller shared with the public that thirteen GVFC members had over 300 hours of service in 2022 and an average of 6.1 members responded per incident which is commendable to all.

**Vice Chairperson Oller turned the BOS meeting over to Chairman Leese.**

**Fort Indiantown Gap**-A written report was provided with updates of the construction at the FTIG West Access Control Point/Main Gate. FTIG will be holding a Job Fair February 16, 2023 (10 a.m. – 2 p.m.).

**South Central Emergency Medical Services (EMS)**-A written report was provided.

**Parks and Recreation Report**-Becky Richards provided a written report. The Winter Indoor Yard Sale was a success with 19 vendors and 28 spaces filled. Summer Rec Program planning has started. Upcoming events: Family Valentine's Night and Easter Egg Hunt. Quote to repair LED sign to be discussed under new business. Youth Sports Complex sign is in production. The sign will be taller, more colorful, and includes the address of the YSC. Mrs. Hastie enjoyed the Jigsaw Puzzle Competition.

### **Unfinished Business:**

**Manada basin special study**-No discussion or update at this time.

### **Fire prevention ordinance**

Mr. Yingst sent edits to the Solicitor and will soon be disseminating a document to the BOS for their review.

### **Zoning/Subdivision and Land Development Ordinances update project**

Mr. Yingst has reached out to Planning Commission members, Municipal Authority members and Zoning Hearing Board members for volunteers to serve on a committee to work on the Zoning/SALDO Ordinance updates. The committee meeting dates will be established and Mr. Yingst could potentially have a list of volunteers by the March 7, 2023 BOS meeting.

### **New Business:**

#### **Review and advertising approval for February 16, 2023 Zoning Hearing Board Meeting**

The Zoning Hearing Board will be meeting February 16, 2023, to consider application for variance No. 2023-01 as submitted by Katelyn and Carl Witmer regarding 1011 Manada Gap Road, Grantville. The notice must be advertised twice.

Mr. Yingling made a **motion to authorize advertisements for the February 16, 2023 Zoning Hearing Board meeting**. Mrs. Hastie seconded. **Motion carried 5-0.**

**Proposed resolution adopting the wireless facilities design manual**

The small wireless facilities ordinance was adopted in December 2022. The ordinance references a manual that provides aesthetic and design requirements for small wireless facilities.

Mr. Yingling made a **motion to adopt Resolution No. 2023-7, which adopts the wireless facilities design manual including language added to items 16, 17, and 18 clarifying pole height limits**. Mrs. Hastie seconded. **Motion carried 5-0.**

**Managed security and information technology services agreement approval**

Mr. Yingst shared that the IT services agreement with the Township's current provider, CMIT of Greater Harrisburg, expires March 4, 2023. A proposal and agreement for IT services from Team CPT was provided to the BOS. Mrs. Hastie confirmed with Mr. Yingst that a printing vendor was not required and Team CPT is not responsible for upgrades, i.e., a server upgrade. Mr. Yingst found the IT services of Team CPT to be acceptable at his previous employer.

Mrs. Hastie made a **motion to approve the three-year managed security and IT services agreement with Team CPT allowing for a two-week onboarding process prior to expiration of the current CMIT of Greater Harrisburg contract**. Mr. Shea seconded. **Motion carried 5-0.**

**Address signage for Township building**

There was a discussion about the fact that there is no clear signage that the Township Building driveway entrance is on Manada Gap Road instead of Jonestown Road, or signage with the address of the building. The staff are looking into signage options for the latter and Public Works has placed an arrow sign at the intersection of Manada Gap and Jonestown Roads.

**Repairs to electronic sign at Township building**

There were discussions whether to spend \$2,166.50 to repair the LED sign when parts may no longer be available to fix the sign in the future or to purchase a new sign. Mrs. Richards shared the original estimate for a replacement sign was roughly estimated at \$20K but has been advised that Stoner Graphix has a sale through the month of February. Mrs. Richards will obtain phone quotes from three vendors to be presented at the February 21, 2023 BOS meeting.

**Proposal for playground benches, trash receptacles, and shade sail**

Mr. Yingling made a **motion, taking the recommendation of the Park and Rec Board, to select the lowest quote for the Shade Sail with fabric color selection True Blue from Play & Park Structures in the amount of \$12,597.15; and the Benches & Trash Receptacles with color selection Sandstone in a semi-gloss from Play & Park Structures in the amount of \$6,117.31**. Mr. Shea seconded. **Motion carried 5-0.**

**Authorization to advertise for bids for playground improvements project**

The bid letter needs minor changes and requires final approval from DCNR. The approval should happen within the next two weeks.

Mrs. Oller made a **motion to approve the Township placing advertisements in the Hummelstown Sun for the Community Park Redevelopment Project once the final bid package is approved by DCNR**. Mr. Yingling seconded. **Motion carried 5-0.**

#### **Community amphitheater color selections**

Mr. Yingling made a motion, taking the recommendation of the Park and Rec Board, to select the color for the metal roof (Gallery Blue 826) for the Amphitheater Project and the wood stain for the siding (Mountain Ash) from the vendor Recreation Resource USA. Mr. Shea seconded. **Motion carried 5-0.**

Mrs. Hastie reminded the public that she was against the Amphitheater Project but supported the recommendations of the Park & Rec Board on this.

#### **Quarterly newsletter review and approval**

The Spring Township newsletter was increased to 16 pages and Mrs. Richards presented the quotes received for the printing of the newsletter.

Mr. Yingling made a motion to send the newsletter to print with the lowest quote of \$1,811 plus postage from Art Communication Systems, Inc. Mrs. Hastie seconded. **Motion carried 5-0.**

#### **Revisions to pavilion and sports field rental agreements**

Mrs. Richards provided the BOS with the red-lined version of updated pavilion and sports field rental agreements with changes including the 2023 Fee Schedule and removal of the BOS signature for approval of each rental.

Mr. Yingling made a motion to approve the new forms for the Pavilion and Sport Field Rentals, with the recommended changes. Chairman Leese seconded. **Motion carried 5-0.**

#### **2023 Township directory review and approval**

Mr. Yingst provided the BOS with a copy of the 2023 Township directory and the quotes that Candy Huyck obtained from three different vendors.

Mrs. Oller made a motion authorizing sending the 2023 Township directory to print with the vendor with the lowest quote, Triangle Press, in the amount of \$3,011.61 plus postage for 2,600 copies. Mr. Yingling seconded. **Motion carried 5-0.**

#### **Design consulting services for Dauphin County gaming grant project**

Mr. Yingst started the discussion seeking clarification and direction from the BOS on the specific nature and scope of a Township building improvements project if it would like to proceed with it. Topic previously discussed at the 2023 Budget meeting and \$25K is in the budget for design consulting services for Dauphin County gaming grant project. Mrs. Oller stressed her priority is to renovate the current kitchen and bathrooms. Mr. Yingling feels the lower level is underutilized. Additional office space may also be needed. Mr. Yingst was tasked to reach out to Arthur Funk & Son for suggestions and guidance to be reported back to the BOS.

#### **Proposal for addition to Agricultural Security Area**

No action being recommended, just provided information to the BOS, and formally noting for the record the proposal for the inclusion of 692 Manada Gap Road into the ASA was received and the 180-day clock has begun. Ag Security Application to be noted at the bottom of the BOS agenda.

#### **Business from the Public:**

**Richard Shirk-125 Shirks Lane**-Feels that there should be more table game money coming to the Township since there is a reported surplus.

**Chief Schmoltz-GVFC**-He received a call regarding a back-up generator being placed at the East Canal cell tower which will contain 392 gallons of diesel fuel and wanted the BOS to be aware of this situation. Mr. Yingst asked the Chief to forward information on this.

**Darlene Reichelderfer-664 Laudermitch Rd**-Stated that she recently became a statistic in need of help from the GVFC with a structure fire. Complimented the crew as simply amazing at the time and their follow-up afterward.

**Business from Supervisors:**

**Mrs. Hastie**-Noted there is now a structure at the property on Bow Creek Road with a locked fence.

**Adjournment:**

Mrs. Hastie made a **motion to adjourn**, seconded by Mrs. Oller. **The meeting adjourned at 8:50 p.m.**



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**Sharon Umberger, Recording Secretary**