

**EAST HANOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
September 19, 2023**

**CALL TO ORDER**

Chairman Leese called the Tuesday, September 19, 2023, Regular Meeting of the Board of Supervisors to order at 7:10 PM in the meeting room of the Township, 8848 Jonestown Road, Grantville, PA followed by the Pledge of Allegiance. An Executive Session was held tonight beginning at 6:20 PM until 7:05 PM to discuss real estate matters and active and potential litigation.

Chairman 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 do so at the microphone and state their name and address.

**IN ATTENDANCE:**

**SUPERVISORS:**

Chad Leese, Chairman  
Rebecca Oller, Vice-Chairperson  
Tina Hastie  
Mike Yingling  
Kyler Shea

**ALSO PRESENT:**

Nicholas Yingst, Township Manager  
E. Lee Stinnett, II, Township Solicitor-Salzman Hughes  
Aaron Moyer, Township Engineer-HRG  
Stephanie Harmon, MS4 & Planning Coordinator  
Bryan Ziegler, Public Works Director  
Sharon Umberger, Recording Secretary  
Becky Richards, Park and Recreation Director

**APPROVAL OF MEETING MINUTES:**

Mrs. Hastie made a motion to approve the Board of Supervisors minutes from the September 6, 2023 regular meeting as written. Mrs. Oller seconded. Motion carried 4-0-1 with Mr. Yingling abstaining since he was not in attendance.

**TREASURER'S REPORT**

07/31/23 Balance Sheet	\$ 9,062,998.05		
	Aug Revenue	Aug Expenses	Net Increase/(Decrease)
General Fund	\$ 802,959.90	\$ 640,342.51	\$ 162,617.39
Fire Fund	\$ 245.72	\$ 13,979.00	\$ (13,733.28)
Street Light Fund	\$ 15.17	\$ 684.92	\$ (669.75)
Liquid Fuels Fund	\$ 1,578.57	\$ 5,736.45	\$ (4,157.88)
Stormwater Fund	\$ 242,993.69	\$ 33,479.43	\$ 209,514.26
<b>Total</b>	\$ 1,047,793.05	\$ 694,222.31	\$ 353,570.74
Liability		Increase/(Decrease)	\$ 18,198.75
08/31/23 Balance Sheet			\$ 9,434,767.54

	Invoices due and paid 09/07/23-09/13/23	09/13/23 Invoices for Consideration on 09/19/23
General Fund	\$ 29,281.91	\$ 41,542.96
Fire Fund	\$ 0	\$ 1,180.00
Street Light Fund	\$ 0	\$ 684.91
Liquid Fuels Fund	\$ 0	\$ 0
Stormwater Fund	\$ 0	\$ 62,713.67
<b>Total</b>	\$ 29,281.91	\$ 106,121.54
Total Checks Written	09/07/23-09/19/23	\$ 135,403.45

**Approval of Invoices:** Mr. Yingling made a motion to pay bills as presented through September 19, 2023. Mr. Shea seconded. **Motion carried 5-0.**

**CORRESPONDENCE-** Available for review on the table at the entrance of the meeting room.

- A notice was received from the Pennsylvania Department of Transportation with an estimate of the Liquid Fuels and Turnback allocation for 2024.
- Announcements were received from the VFW Post 9636 Auxiliary that there will be 75<sup>th</sup> Anniversary Open House on October 1, 2023 from 1 PM to 5 PM at 376 North Crawford Road, Grantville.

**REPORTS:**

**MS4 and Planning Report:** Mrs. Harmon provided a written report. She continues to review and process stormwater credits and appeals, and answer questions regarding stormwater fees. The MS4 permit requires conducting outfall inspections which she completed along with two Public Works staff. In preparation of the next MS4 permit cycle, collaborative efforts among the participating municipalities at the WREP meeting are being discussed which was the purpose the group was formed. All billing changes, updates, and miscellaneous adjustments are being sent to Dallas Data to prepare the third quarter stormwater bills which will be mailed at the end of the month. Mrs. Harmon issued two new stormwater permits in the last month and there were two stormwater non-compliance issues with no E & S controls.

**Parks and Recreation Report:** Mrs. Richards provided a written report. Approximately thirty-five people attended the S'mores & Movie night, and it was a fun end to summer activities for our residents. The Park Board is working on court rules for the paved sport courts, including guidelines for shared use of the pickleball and tennis courts. Mrs. Richards provided a copy of a survey where the results will help plan for future park projects and address needs of Township residents. Community Park Day is Saturday, September 23<sup>rd</sup> from 11 AM to 3:30 PM. The fall outdoor GVFC Yard Sale is being held on Saturday, October 14<sup>th</sup> from 7 AM to 12 Noon. A fence is proposed for the Community Park Redevelopment project and cost estimates have been requested and will be included with the DCNR grant award. The EHBSA has asked for assistance updating/repairing their concession stand and the Public Works crew will be able to complete this project over the winter months at an estimated cost of \$2,000 for new ceiling tiles, to paint, to fix counters, and to build a new concession stand window/overhang.

**Municipal Engineer's Report:** Mr. Moyer provided a written report. He attended only one meeting in August. He was involved with seven plan reviews and inspections. Municipal Projects Status: **MS4**-The second round of comments were received from PADEP and the stream restorations have been rejected and will be re-submitted under a different permit which will delay the projects into 2024. **Stormwater Fee Implementation**-Consulting in the process of reviewing appeals and credit applications received by the Township. **Green Light Go #1- (Radio interconnect tying signals together)**-This project has been put out to bid. **Green Light Go #2- (Intersection Improvements)**-Township was approved for the eighty percent grant funding for intersection improvements at Route 743/Route 22 and awaiting final approval for the improvements. **Playground Rehabilitation and Reconstruction**-A damage report was provided to the Township Solicitor.

**Public Well Design/Permit**-Ninety percent completed drawings were provided for staff review. **Route 39/Jonestown Road Truck Signage**-Recommendations are now complete, and the likely result is a combination of mast-arm mounted signage and post-mounted (ground) signage. **Grantville Infrastructure Project**-A meeting was held to discuss further grant opportunities. **Zoning/SALDO Ordinance updates**-Mr. Moyer provided future use regulations to the committee. **Amphitheater ADA assistance**-No updates.

**Emergency Management Report**: Mr. Johnson provided a written report. Three staff members attended the monthly county EMA training and four staff members attended yearly pipeline safety updates. He met with the new DCNR district forestry fire warden who also supplied handout material for the upcoming outreach events. The next Public Safety Advisory Council (PSAC) meeting will be held on Monday, September 25<sup>th</sup>.

**Codes and Zoning Report**: Light-Heigel provided written reports for UCC, Zoning and Property Maintenance but was not present.

**Sewage Enforcement Officer's Report**: Brian McFeaters provided a written report but was not present.

### **UNFINISHED BUSINESS:**

#### **Review of Walters Services Subdivision and Land Development Plan and review extension**

Travis Harrison of Steckbeck Engineering & Surveying, Inc. and Michael Swank of Byler Holdings represented the applicant. This plan proposes subdividing a 13.37-acre lot from parcel 25-007-010 (between Ridge Road, Bow Creek Road, and Station Road) and constructing a new septic contractor business headquarters which would include three shop buildings, one office building, separate accesses to Ridge Road and Station Road, a parking lot, a stone storage area, utilities, and stormwater management facilities. The applicant had requested a waiver from the sidewalk requirement per Section 719 of the subdivision and land development ordinance along Station Road due to the presence of a sanitary sewer pressure line in that area. The deadline to approve or deny the plan and waiver request is September 26, 2023. The Planning Commission recommended the BOS deny the waiver requesting not to provide sidewalks and to approve the plan. Mr. Harrison went over the comments in the Steckbeck Engineers & Surveying letter dated September 5, 2023 with the Supervisors to address any concerns. Supervisors had concerns about the proposed sidewalk location. Mr. Swank will follow-up with Holiday Inn General Manager to discuss locating sidewalks in the right-of-way area adjacent to the hotel. Mrs. Hastie asked whether the sidewalk can be constructed on one side of the Station Road instead of crossing back and forth on Station Road as the plan proposed. The applicant thought that this would be an acceptable change. There were discussions about sidewalks materials (concrete versus asphalt), curbing versus no curbing, and impacts on stormwater controls.

**Public Comment-Keith Espenshade-8952 Jonestown Road**-He expressed that in his opinion the applicant is shifting liability and responsibility to the Holiday Inn by putting the sidewalk adjacent to hotel property.

**Michael Swank formally withdrew the waiver request for sidewalks and the applicant will include construction of the sidewalk on Station Road in the Preliminary/Final Subdivision and Land Development Plan for Walters Services, Inc.**

Mrs. Hastie made a motion to accept a 60-day time extension to November 25, 2023 for the Preliminary/Final Subdivision and Land Development Plan for Walters Services, Inc. Mr. Yingling seconded. Motion carried 5-0.

#### **Review of Bonawitz Real Estate Investors LLC/JLB Construction Subdivision and Land Development Plan and review extension**

Travis Harrison of Steckbeck Engineering & Surveying, Inc. and Michael Swank of Byler Holdings represented the applicant. This plan proposes subdividing a 7 acre lot from parcel 25-007-010 and constructing a new construction business headquarters which would include one 3,000 square foot office building, one 15,000 square foot shop building, access to

Ridge Road, parking facilities, paved storage area, a stone storage area, utilities, and stormwater management facilities. Mr. Harrison addressed the Supervisors concerns from the August 15, 2023 BOS regular meeting with responses in the Steckbeck Engineering & Surveying, Inc. letter dated September 5, 2023 regarding fencing, zoning boundary, sidewalks, curbing, and stormwater controls. The fee-in-lieu of sidewalks is no longer necessary since the applicant is now proposing to construct a sidewalk. The applicant is also proposing to expand the JLB property by an additional acre sliding further to the north, so 6.99 acres will increase to 8.05 acres. The applicant has proposed posting a bond should truck traffic cause damage to the new pavement on Station Road.

Mrs. Hastie made a **motion to accept a 60-day time extension to November 25, 2023 for the Preliminary/Final Subdivision and Land Development Plan for the Bonawitz Real Estate Investors LLC/JLB Construction.** Mr. Shea seconded. **Motion carried 5-0.**

#### **Review of North Mill Subdivision Plan**

The plan proposes to subdivide the lot of approximately 3.4 acres at 8363 Jonestown Road, Grantville into a northern parcel of approximately 2.1 acres and a southern parcel of approximately 1.3 acres. The parcel is in the Rural Agricultural (RA) zoning district and there are no plans for construction currently. The plan review currently expires on October 1, 2023. DeVon Henne, the land surveyor of record, addressed the HRG comment letter dated September 19, 2023. Mr. Henne is looking to the Township for any old PennDOT highway maps for Jonestown Road that address the statutory right-of-way and the deed line of the property.

Mr. Henne was authorized to provide a written letter granting a 90-day extension for the North Mill Subdivision Plan.

Mrs. Hastie made a **motion to accept the 90-day time extension to December 30, 2023 for the North Mill Simple Subdivision Plan.** Mr. Shea seconded. **Motion carried 5-0.**

#### **Proposed resolution for North Mill Subdivision sewage facilities planning module**

Mr. Yingst shared that DEP is requiring a sewage facilities planning module for the North Mill Subdivision Plan. The Sewage Enforcement Officer has reviewed the documentation provided by the applicant and has signed off on the location as suitable for on-lot septic and its submission to DEP.

Mr. Yingling made a **motion to adopt Resolution No. 2023-14, as presented, adopting and submitting the North Mill Subdivision sewage facilities planning module to DEP for review and approval.** Mr. Shea seconded. **Motion carried 5-0.**

#### **Proposed Ordinance establishing a 35 mile per hour speed limit on Ridge Road**

The proposed ordinance establishing a 35 mile per hour speed limit on Ridge Road is scheduled for advertisement on September 21, 2023 in the *Hummelstown Sun* and will be before the Board for possible adoption at October 3, 2023 regular meeting.

#### **NEW BUSINESS:**

##### **Tru of Grantville financial security adjustment recommendation**

Mr. Yingling made a **motion to authorize the release of the remaining financial security (reducing to zero) for the Tru of Grantville plan.** Mrs. Oller seconded. **Motion carried 5-0.**

##### **Proposal for preparing Bow Creek Road right-of-way documentation**

Mr. Yingst provided an update that the Township Engineer will provide a proposal for preparing the Bow Creek Road right-of-way documentation at the next Board meeting or the following meeting.

**Renewal of Emergency Medical Services (EMS) agreement with South Central EMS**

Mr. Yingling made a motion authorizing the renewal of the EMS agreement with South Central EMS for 2024 as presented, with each Township resident receiving membership benefits and with approval to pay \$70,000 a year invoiced in 12-monthly installments. Mrs. Oller seconded. **Motion carried 5-0.**

Supervisors recommended that an article be put in the Township newsletter about memberships and that South Central EMS communicate clearly that our Township residents already have membership paid by the Township when sending out their flyers.

**Cyber liability insurance coverage**

Mr. Yingst shared the Township does not have cyber liability insurance and Bowman's Insurance Group has sought proposals on its behalf. After comparing the proposals based on premiums and coverage, Tyler Reitz of Bowman's recommended that the Township act on the proposal received from the Coalition Insurance Company.

Mr. Yingling made a motion authorizing the cyber liability insurance protection from Coalition Insurance Company through Bowman's Insurance Group in the amount of \$3,525 for a twelve-month period charged to account 1-486.35. Mrs. Hastie seconded. **Motion carried 5-0.**

**BUSINESS FROM THE PUBLIC:**

**Keith Espenshade-8952 Jonestown Road**-The Supervisors have reported that Executive Sessions have included discussion about real estate matters and wondered if it was possible to divulge whether buying or selling real estate. Mr. Yingst answered it is yet to be determined and Solicitor Stinnett stated it could be both.

**BUSINESS FROM THE SUPERVISORS:**

**Mrs. Hastie**-She praised the Public Works crew for clearing a tree off the road during a recent rainstorm.

**Mrs. Oller**-She reported that PSATS (Pennsylvania State Association of Township Supervisors) has legislative priorities which include modernizing government to save tax dollars in regard to legal advertising requirements, stop unfunded mandates, wage increases for Township Supervisors and the elected Board of Auditors, and giving the Board of Supervisors the option of eliminating the Board of Auditors when contracted with an outside auditing firm.

**Chairman Leese**-He reminded the public of the upcoming Community Park Day on Saturday, September 23<sup>rd</sup>.

**ADJOURNMENT**

Mrs. Hastie made a motion to adjourn to an Executive Session for additional discussion on potential litigation. Mrs. Oller seconded the motion and the meeting adjourned at 8:48 PM.

Respectfully submitted,



Sharon Umberger, Recording Secretary