

**EAST HANOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
October 17, 2023**

CALL TO ORDER

Chairman Leese called the Tuesday, October 17, 2023, Regular Meeting of the Board of Supervisors to order at 7:09 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 6:30 PM until 7:08 PM to discuss personnel 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

ALSO PRESENT:

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

APPROVAL OF MEETING MINUTES:

Mrs. Oller made a motion to approve the Board of Supervisors minutes from the October 3, 2023 regular meeting as written. Mrs. Hastie seconded. Motion carried 3-0.

TREASURER'S REPORT

08/31/23 Balance Sheet	\$ 9,434,767.54		
	Sep Revenue	Sep Expenses	Net Increase/(Decrease)
General Fund	\$ 246,684.02	\$ 201,660.92	\$ 45,023.10
Fire Fund	\$ 527.75	\$ 1,180.00	\$ (652.25)
Street Light Fund	\$ 13.82	\$ 684.91	\$ (671.09)
Liquid Fuels Fund	\$ 1,536.08	\$ 356.10	\$ 1,179.98
Stormwater Fund	\$ 37,560.86	\$ 60,472.28	\$ (22,911.42)
Total	\$ 286,322.53	\$ 264,354.21	\$ 21,968.32
Liability		Increase/(Decrease)	\$ (6,599.93)
09/30/23 Balance Sheet			\$ 9,450,135.93

	Invoices due and paid 10/04/23-10/11/23	10/11/23 Invoices for Consideration on 10/17/23
General Fund	\$ 31,803.91	\$ 73,448.31
Fire Fund	\$ 0	\$ 1,182.00
Street Light Fund	\$ 0	\$ 684.91
Liquid Fuels Fund	\$ 0	\$ 4,376.55
Stormwater Fund	\$ 0	\$ 2,926.45
Total	\$ 31,803.91	\$ 82,618.22
Total Checks Written	10/04/23-10/17/23	\$ 114,422.13

Approval of Invoices: Mrs. Hastie made a motion to pay bills as presented through October 17, 2023. Mrs. Oller seconded. **Motion carried 3-0.**

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

- A 2024 fee schedule was received from Light-Heigel Associates, Inc. who provide Property Maintenance Administration and Zoning Administration for the Township.

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. All billing changes, updates, and miscellaneous adjustments were sent to Dallas Data to prepare the third quarter stormwater bills that were mailed on September 28th. Mrs. Harmon wrote a stormwater article for the Township quarterly newsletter to explain the differences between stormwater permitting and the MS4 permit. She submitted the 2022-2023 MS4 Annual Report to DEP on September 20th.

Parks and Recreation Report: Mrs. Richards provided a written report. The Alliance for the Chesapeake Bay and the Dauphin County Penn State Extension office provided a Riparian Ranger Workshop on September 30th for people to learn about the program and what our volunteers do as they care for the riparian forest buffers in the Community Park and at the Nature Park and Trails. The Public Works team completed a project at the East Hanover Elementary School (EHES) ballfields to fix water draining onto the baseball field and causing erosion of the outfield. The Township received permission to create a swale between our property and that of the EHES to direct water run-off into a grass field and wooded area behind the concession stand. The fall outdoor GVFC Yard Sale is being held on Saturday, October 21st from 7 AM to 12 Noon. The deadline for the Winter Newsletter is October 23rd and covers December 2023 and January and February 2024. Mrs. Richards continues to work with Marisa Chew, GVFC and local groups to plan the new Spooktacular Fall Festival for Saturday, October 28th from 5 PM to 9 PM. A partial reimbursement request for the DCNR C2P2 grant in the amount of \$183,825 is under review by our DCNR project manager. The building permit has been approved for the amphitheater project. 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, and to paint, 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 September. He was involved with six plan reviews and inspections and one financial security reduction. Municipal Projects Status: **MS4**-The new permit is near completion and anticipate late-October submission 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 was put out to bid and the one bid that came in was \$65K under budget. **Green Light Go #2- (Intersection Improvements)**-He anticipates the bid advertisement by January 2024. **Playground Rehabilitation and Reconstruction**-A meeting was held with the equipment manufacturer.

Public Well Design/Permit-A meeting was held with HRG water engineer and Township staff to decide where to best locate the line into the building. **Route 39/Jonestown Road Truck Signage**-The final design will be completed this week and submitted for PennDOT approval next week. **Grantville Infrastructure Project**-A meeting was held to discuss further grant opportunities including pursuing Statewide LSA grant funding for this project. A funding announcement will likely be delayed until November/December for the PA SWS grant. **Zoning/SALDO Ordinance updates**-Mr. Moyer provided future use regulations and October 23rd should be the last meeting for the committee prior to advertisement/consideration for adoption by the Board. **Amphitheater ADA assistance**-The building permit was approved.

Emergency Management Report: Mr. Johnson provided a written report. Two staff members attended the monthly Dauphin County EMA training. EMA received notifications of 1) an isolated incident at Hollywood Casino 2) a structure fire in the Township and 3) prescribed burns occurring on state game lands. The PSAC meeting was held on September 25th and no significant issues were discussed. He also noted that kickoff meetings for the new countywide hazard mitigation plan were scheduled for November 6th.

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

Travis Harrison of Steckbeck Engineering & Surveying, Inc., Michael Swank of Byler Holdings and Charlie Courtney of McNees, Wallace and Nurick were present to answer questions on behalf of 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 deadline to approve or deny the plan and waiver request is November 25, 2023. Items were addressed from October 13, 2023 HRG review letter #5 and it was noted that the waiver request for sidewalks was previously withdrawn and the applicant will include construction of the sidewalk on Station Road in the right-of-way adjacent to the Holiday Inn property. Mr. Swank noted he has not had a return call about this from the hotel management. Mr. Swank and Mr. Courtney agreed to sending certified letters from the applicant regarding the construction of said sidewalk to the landowner and the hotel manager. According to the Township Sidewalk Ordinance maintenance of the sidewalk falls to the adjacent property owner.

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. Per a suggestion from Mr. Stinnett, Mr. Swank indicated the applicant would be agreeable to adding a note to the plan stating the applicant would be responsible for maintaining the sidewalk.

Mr. Courtney requested that the Board conditionally approve the plan. Mrs. Oller made a motion to table any action on the Walters Services Subdivision and Land Development plan for the applicant to obtain a response from the hotel but there was not a second on the motion.

After further discussion, Chairman Leese made a motion to table the Walters Services Subdivision and Land Development Plan until the November 21, 2023 BOS meeting. Mrs. Oller seconded. The motion carried 3-0.

Review of Bonawitz Real Estate Investors LLC/JLB Construction Subdivision and Land Development Plan

Travis Harrison of Steckbeck Engineering & Surveying, Inc., Michael Swank of Byler Holdings and Charlie Courtney of McNees, Wallace and Nurick were present to answer questions on behalf of the applicant. This plan proposes subdividing an 8.05 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. This plan is contingent upon the decision of the Board on the Walters Services Subdivision and Land Development Plan.

Chairman Leese made a motion to table the Bonawitz Real Estate Investors/JLB Construction Subdivision and Land Development plan until the November 21, 2023 BOS meeting. Mrs. Oller seconded. The motion carried 3-0.

Review of Fasnacht/Brassell Lot Line Revision Plan and waiver request

John Melham of Melham Associates represented the applicants. A waiver was requested from SALDO Section 421, Wetland Report, as no construction is proposed as part of the plan. Additionally, no wetlands or surface waters are located on either lot per the National Wetlands Inventory.

Mrs. Oller made a motion to approve the Fasnacht/Brassell Lot Line Revision Plan waiver request regarding a wetland report under SALDO Section 421. Mrs. Hastie seconded. Motion carried 3-0.

Mrs. Oller made a motion to grant conditional approval of the Fasnacht/Brassell Lot Line Revision Plan based on the completion of all comments on HRG Review letter of October 13, 2023. Mrs. Hastie seconded. Motion carried 3-0.

Review of Sand Beach Enterprises Lot Line Revision Plan

Eric Brinser of Rettew represented the applicant. He noted the location of all existing utilities and a clear sight triangle are listed on the revised plan.

Mrs. Oller made a motion to grant conditional approval of the Sand Beach Enterprises Subdivision, Lot Line Revision Plan based on the completion of all comments on HRG Review letter of October 13, 2023. Mrs. Hastie seconded. Motion carried 3-0.

NEW BUSINESS:

Accepting resignation of Park and Recreation Board member

Mrs. Richards notified the Board that Yvonne Sharrow submitted an email resigning her position on the Park and Rec Advisory Board effective September 20, 2023. Mrs. Sharrow's term runs through December 31, 2025.

Mrs. Oller made a motion with regret to accept the resignation of Yvonne Sharrow from the Park and Rec Advisory Board. Mrs. Hastie seconded. Motion carried 3-0.

The Park and Rec Board is considering potential Township residents to recommend to the Board of Supervisors to fill the vacancy.

AMENDED AGENDA ITEM:

Mrs. Hastie made a motion to amend the agenda to add an item under New Business-Advertise Proposed 2024 Budget for public review. Mrs. Oller seconded. Motion carried 3-0.

Awarding contract for signal interconnect project

Mrs. Hastie made a motion awarding the contract for the signal interconnect project along Lauderhill and Bow Creek Roads to Herr Signal & Lighting Co., Inc. for a unit price bid amount of \$125,825, subject to receipt of acceptable performance and payment bonds. Mrs. Oller seconded. Motion carried 3-0.

Mrs. Hastie made a motion authorizing the issuance of the notice of intent to award to Herr Signal & Lighting Co., Inc. Mrs. Oller seconded. Motion carried 3-0.

Authorization for additional professional services cost incurred for playground project

Mrs. Hastie made a motion authorizing the supplement from HRG in the amount of \$22,500 for additional professional services pertaining to the playground project. Mrs. Oller seconded. Motion carried 3-0.

Authorization to purchase portable radio for EMA and submit reimbursement from awarded Dauphin County gaming grant funds

Mrs. Hastie made a motion authorizing the purchase of a portable radio for EMA in the amount of \$6,382 to be used for the emergency shelter and submitting the same for reimbursement via the 2022/2023 Dauphin County gaming grant. Mrs. Oller seconded. Motion carried 3-0.

8:33 PM-Mrs. Hastie made a motion to recess into Executive Session to discuss personnel issues in relation to the 2024 Budget. Mrs. Oller seconded. Motion carried 3-0.

8:55 PM-The meeting was reconvened when the Board returned from Executive Session.

Advertise 2024 Proposed Budget for public review

Mrs. Hastie made a motion to approve the advertisement of the 2024 Budget for public review. Mrs. Oller seconded. Motion carried 3-0.

BUSINESS FROM THE PUBLIC:

Richard Shirk-125 Shirks Lane-1) He questioned what number of Board members makes a quorum. Solicitor Stinnett stated the majority of the full Board or three members. 2) He suggested the timing of the traffic signal timing at the intersection of Jonestown and Bow Creek Roads should be adjusted to allow more cars to come off Jonestown Road. 3) He is not in favor of the Red Cross involvement at the emergency shelter. Mrs. Oller informed Mr. Shirk that the Township will receive a request from the Red Cross when there is a need to use the Public Works building as a shelter and the Township can approve or deny this request.

BUSINESS FROM THE SUPERVISORS:

Mrs. Hastie-1) 9963 Jonestown Road property is under contract. 2) Foundations have been poured at the Creekvale Development expansion.

ADJOURNMENT

Mrs. Hastie made a motion to adjourn, seconded by Mrs. Oller. Meeting adjourned at 9:05 PM.

Respectfully submitted,


Sharon Umberger, Recording Secretary