

Immediately preceding the Board of Supervisors meeting, the Honorable Dale Klein, Magisterial District Judge, District Court #12-3-05 swore-in the newly elected Township officials. These Township officials included Keith Espenshade as Township Supervisor, Chad Leese as Township Supervisor, and Marsha Hoy as Elected Auditor.

EAST HANOVER TOWNSHIP BOARD OF SUPERVISORS MEETING MINUTES January 2, 2024

CALL TO ORDER

Mr. Leese called the January 2, 2024 Reorganization and Regular Meetings of the East Hanover Township Board of Supervisors to order at 7:05 PM. There was an Executive Session at 6:30 PM to discuss active and potential litigation.

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

IN ATTENDANCE:

SUPERVISORS:

Chad Leese
Rebecca Oller
Tina Hastie
Keith Espenshade

ALSO PRESENT:

Nicholas Yingst, Township Manager
Isaac Wakefield, Township Solicitor-Salzmann Hughes
Bryan Ziegler, Public Works Director
Sharon Umberger, Recording Secretary

Solicitor Wakefield explained the nomination process for the election of officers.

Nomination and election of officers for 2024:

- **Chairman:** Mrs. Oller made a motion to nominate Mr. Leese as Chairman of the Board of Supervisors for 2024. No other nominations were made. Chad Leese was elected Chairman for 2024 with a 4-0 vote.
- **Vice Chair:** Mrs. Hastie made a motion to nominate Mrs. Oller as Vice Chair of the Board of Supervisors for 2024. No other nominations were made. Mrs. Oller was elected Vice Chair with a 4-0 vote.
- **Solicitor Wakefield turned the meeting over to Chairman Leese.**

Appointments for 2024:

- **Township Manager:** Mrs. Hastie made a motion to adopt Resolution 2024-1, reappointing the Township Manager, Nicholas T. Yingst and setting the salary for same for 2024. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Secretary/Treasurer:** Mrs. Hastie made a motion to reappoint Sharon Umberger to the position of Secretary/Treasurer for 2024. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Assistant Secretary/Assistant Treasurer:** Mrs. Hastie made a motion to reappoint Nicholas Yingst as the Assistant Secretary/Assistant Treasurer for 2024. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.

- **Delegate and Alternate Delegate to Capital Region Council of Governments:** Mrs. Hastie made a motion to reappoint Bryan Ziegler as the Delegate and Nicholas Yingst as the Alternate Delegate to the Capital Region Council of Governments for 2024. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Zoning Officer and Floodplain Administrator:** Mrs. Hastie made a motion to appoint Light-Heigel & Associates as the Zoning Officer and Floodplain Administrator for 2024 per the rate schedule provided. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Code Enforcement Officer:** Mrs. Hastie made a motion to appoint Light-Heigel & Associates as the Code Enforcement Officer for 2024 per the rate schedule provided. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **UCC Building Inspector:** Mrs. Hastie made a motion to appoint Light-Heigel & Associates as the UCC Building Inspector for 2024 per the rate schedule provided. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Solicitor:** Mrs. Hastie made a motion to appoint Salzmann Hughes as Solicitor for 2024 per the rate schedule provided and approving the Engagement & Representation Agreement. Mrs. Oller seconded. Motion carried with a 4-0 vote.
- **Engineer:** Mrs. Hastie made a motion to appoint HRG as the Engineer for 2024 per the rate schedule provided. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Sewage Enforcement Officer:** Mrs. Hastie made a motion to appoint Brian S. McFeaters as the Sewage Enforcement Officer for 2024 per the rate schedule provided. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Alternate Sewage Enforcement Officer:** Mrs. Hastie made a motion to appoint Spencer SEO Services as the Alternate Sewage Enforcement Officer for 2024 per the rate schedule provided. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Voting Delegate and Alternate Delegate to PSATS Annual Conference:** Mrs. Hastie made a motion to appoint Mrs. Oller as the Voting Delegate and Mr. Espenshade as the Alternate Delegate to PSATS Annual Conference for 2024. Chairman Leese seconded the motion. Motion carried with a 4-0 vote.
- **Vacancy Board Chairman:** Mrs. Oller made a motion to appoint Suzanne Donovan as Vacancy Board Chairman for 2024. Mr. Espenshade seconded the motion. Motion carried with a 4-0 vote.
- **Proposed Resolution appointing members to certain municipal boards, commissions, and authorities:** Mrs. Hastie made a motion to adopt Resolution 2024-2, appointing Dr. Ernesto Barnabas to the Zoning Hearing Board for a five-year term expiring 12/31/28, reappointing Curt Cassel to the Planning Commission for a four-year term expiring 12/31/27, and appointing Brenda Radle to the Municipal Authority for a five-year term expiring 12/31/28. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Proposed Resolution appointing Special Fire Police:** Mrs. Hastie made a motion to adopt Resolution 2024-3, appointing the Special Fire Police and conferring powers of same. Mrs. Oller seconded the motion and per the Second Class Township Code it was a Township Supervisor that may swear in the Special Fire Police at the next GVFC meeting. Motion carried with a 4-0 vote. Chief Schmolitz provided an updated list of the members serving in this capacity (Derek Styczynski, Chris Styczynski, Carman Styczynski, and Monica Ream).
- **Proposed Resolution appointing Delegate and Alternate Delegate to Dauphin County Tax Collection Committee:** Mrs. Hastie made a motion to adopt Resolution 2024-4, appointing Nicholas Yingst as the Delegate and Sharon Umberger as the Alternate Delegate to the Dauphin County Tax Collection Committee for 2024. Mrs. Oller seconded the motion. Motion carried with a

4-0 vote.

- **Board of Supervisors Liaison Assignments:** Chairman Leese made a motion for the following Supervisor Liaison Assignments: Mrs. Oller to Public Safety; Mrs. Oller to Fire Company; Chairman Leese to Planning Commission; Mrs. Hastie to Parks & Recreation; Mr. Espenshade to Municipal Authority; and Mr. Espenshade to Public Works. Mrs. Hastie seconded the motion. Motion carried with a 4-0 vote.

Establishing Bonds for 2024:

- 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 Coordinator-\$50,000; Parks & Recreation Director-\$50,000, and Administrative Assistant-\$50,000. Mrs. Hastie seconded the motion. Motion carried with a 4-0 vote.

Selecting Depositories and Authorized Signers for Township Funds:

- Mrs. Hastie made a motion for the Depositories of Township Funds in 2024 to be Jonestown Bank and Trust, 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. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.

Setting Fees:

- **Proposed Resolution Setting Professional Services Fees:** Mrs. Hastie made a motion to adopt Resolution 2024-5, setting the Township fee schedule for professional services including zoning and codes enforcement, UCC plan reviews and inspections, legal, engineering, and sewage enforcement for 2024. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Proposed Resolution Setting Escrow Amounts for Review of Plans:** Mrs. Oller made a motion to adopt Resolution 2024-6, setting the Township escrow schedule for 2024. Mrs. Hastie seconded the motion. Motion carried with a 4-0 vote.
- **Proposed Resolution Setting Township Fees:** Mrs. Hastie made a motion to adopt Resolution 2024-7, setting the Township fee schedule for 2024. Mrs. Oller seconded the motion. Motion carried with a 4-0 vote.
- **Proposed Resolution Setting Fees for use of Township Building, Community Park and Youth Sports Complex pavilions, and sports fields:** Mrs. Oller made a motion to adopt Resolution 2024-8, setting the Township fee schedule for use of the Township building, Community Park and Youth Sports Complex pavilions, and sports fields. Mrs. Hastie seconded the motion. Motion carried with a 4-0 vote.

Mileage Reimbursement Rate for Personal Vehicles used for Township Business:

- Mrs. Hastie made a motion to approve the Mileage Reimbursement Rate at the published IRS rate of 67 cents per mile effective January 1, 2024. Mrs. Oller seconded the motion. Motion carried with a 4-0 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 19, 2023.** Mrs. Oller seconded the motion. **Motion carried with a 3-0-1 vote with Mr. Espenshade abstaining since the meeting was held prior to him becoming a Supervisor.**

TREASURER'S REPORT:

	Invoices due and paid 12/20/23-12/27/23	12/27/23 Invoices for Consideration on 01/02/24
General Fund	\$ 134,215.22	\$ 0
Fire Fund	\$ 671.33	\$ 0
Liquid Fuels Fund	\$ 303.56	\$ 0
Street Light Fund	\$ 15.86	\$ 0
Stormwater Fund	\$ 7,925.68	\$ 0
Total	\$ 143,131.65	\$ 0
Total Checks Written	12/20/23-01/02/24	\$ 143,131.65

Mrs. Hastie made a motion to **approve the bills as presented on January 2, 2024.** Mrs. Oller seconded the motion. **Motion carried with a 4-0 vote.**

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

Reports:

Public Works Report: Mr. Ziegler provided a written report. The Public Works crew has been servicing equipment and preparing for the upcoming winter storm. They also worked to remove part of a large tree that was clogging a stream causing additional flooding near Carlson Road and Douglas Road. A speed study was conducted on South Mill Road from Carlson Road to Allentown Boulevard and Mr. Ziegler is recommending a 30 MPH speed limit which is consistent with North Mill Road. Mrs. Oller made a **motion to direct staff and Solicitor to prepare an Ordinance for a speed limit of 30 MPH on South Mill Road from Carlson Road to Allentown Boulevard.** Mrs. Hastie seconded the motion. **Motion carried with a 4-0 vote.**

Manager's Report: Mr. Yingst provided a written report and provided highlights from the past month. The property at 2711 Sand Beach Road was sold in December and the Township received \$18,561.08 pertaining to the lien on the property for code enforcement costs. As reported by the Township Engineer at the last Board of Supervisors meeting, the Commonwealth Financing Authority (CFA) awarded the Township \$500,000 in Small Water & Sewer grant funding for stormsewer improvements in the Village of

Grantville. The Township issued the notice to proceed for the Bow Creek Road and Laudermilch Road signal improvements project ("Green Light-Go #1") to the contractor on December 12. There were two letters of interest received for the Township Supervisor position from residents Ronald Boltz and George Rish by the 4 PM deadline on December 28. The **Board consensus was that the two interested parties should be invited to attend the next BOS meeting in January so that they may speak regarding their interest and qualifications for the Supervisor position.** Mr. Yingst reviewed and interacted with the County Bridge Engineer on Round 2 of the Dauphin County bridge bundling program and corresponding intermunicipal cost sharing agreement. The Township estimated costs are much lower than previously expected, and he will go into more detail later in the agenda.

Solicitor's Report: Solicitor Wakefield had nothing to report.

Grantville Volunteer Fire Company: Chief Saul Schmolitz provided written reports. The total number of calls for 2023 was 262. He is finalizing GVFC box cards and may send more apparatus to calls and have been working more fires outside the Township. Mrs. Oller reviewed the 2024 Fire Fund Budget, and the Township has increased the transfer from the General Fund from \$45,000 to \$51,000 to cover GVFC liability and auto insurance costs. Mrs. Oller wanted to be clear that funding for the fire company was not reduced and in fact has increased. Marsha Hoy, GVFC Treasurer, verified that Dauphin County Gaming Grants have never been part of the operating budget for the fire company.

Fort Indiantown Gap: No report.

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

Unfinished Business: None

New Business:

Certification of qualifying fire company volunteers to receive Earned Income Tax (EIT) credit

Mrs. Oller made a motion to approve the list of Grantville Volunteer Fire Company qualifying volunteers requesting EIT credits for 2023 up to \$600. Mrs. Hastie seconded the motion. **Motion carried with a 4-0 vote.**

The Supervisors asked that the approved list of GVFC volunteers that reside in the Township be listed as part of the record and they are: Allyson Brodbeck, Zak Casey, Jeff Ciraula, Kirk Flowers, Donn Gutshall, Daniel Haas, James Hacker, Marsha Hoy, Robert Hurt, Ron Johnson, Dhyey Patel, Kyler Shea, Colton Smith, Ryan Smith, Wayne Smith, Wilmer Weaver, and Linda Youngblood.

Application for exemption from the current pumping cycle for 122 Sunset Drive, Grantville

Mrs. Hastie made a motion to grant the exemption from the current pumping cycle for 122 Sunset Drive, Grantville, per the application provided. Mrs. Oller seconded the motion. **Motion carried with a 4-0 vote.**

Approval of intermunicipal cost sharing agreement with Dauphin County for replacement of Bridge EHT-3 as part of the County bridge bundling program

During a recent round of bridge inspections, Bridge EHT-3 on North Meadow Lane was rated as one of the two worst Township-owned bridges from a structural standpoint (the other being the Furnace Road bridge). On December 21, the County provided the Township with a memo noting that Federal and State funding had been obtained. As a result, the total cost estimate for all project phases is now \$1,461,000 and the Township's share would be just 2%, or \$29,220. The \$29,220 cost would be spread out over several years.

Mrs. Hastie made a motion to approve the intermunicipal cost sharing agreement with Dauphin County for Round 2 of the local bridge bundling program for the replacement of Bridge EHT-3 on North Meadow Lane with a Township portion of the cost being 2%, or an estimated cost of \$29,220. Mrs. Oller seconded the motion. **Motion carried with a 4-0 vote.**

Business from the Public:

George Gregory Dovey-152 East Caren Drive-He wished the members of the Board a Happy New Year and thanked the Board for its service.

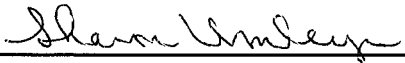
Supervisor Comments:

Mrs. Oller-She welcomed both Mr. Espenshade to the Board and Chairman Leese for his return this year. She felt it was a great year last year and hoped this year would be even better.

Adjournment:

Mrs. Hastie made a motion to adjourn. Mrs. Oller seconded the motion. **The meeting adjourned at 8:35 PM.**

Respectfully submitted,



Sharon Umberger, Recording Secretary