

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

CALL TO ORDER

Chairman Leese called the Tuesday, December 19, 2023, Regular Meeting of the Board of Supervisors to order at 7:08 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 7:07 PM to discuss 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
Tyler Shea-arrived at 8:02 PM

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
Bryan Ziegler, Public Works Director

APPROVAL OF MEETING MINUTES:

Mrs. Hastie made a motion to approve the Board of Supervisors minutes from the December 5, 2023 regular meeting as written. Mrs. Oller seconded. Motion carried 4-0.

TREASURER'S REPORT

10/31/23 Balance Sheet	\$ 9,522,751.72		
	Nov Revenue	Nov Expenses	Net Increase/(Decrease)
General Fund	\$ 232,926.20	\$ 223,046.19	\$ 9,880.01
Fire Fund	\$ 208.26	\$ 12,846.74	\$ (12,638.48)
Street Light Fund	\$ 24.40	\$ 686.63	\$ (662.23)
Liquid Fuels Fund	\$ 1,553.78	\$ 1,361.87	\$ 191.91
Stormwater Fund	\$ 223,547.14	\$ 30,537.65	\$ 193,009.49
Total	\$ 458,259.78	\$ 268,479.08	\$ 189,780.70
Liability		Increase/(Decrease)	\$ 3,002.55
11/30/23 Balance Sheet			\$ 9,715,534.97

	Invoices due and paid 12/06/23-12/13/23	12/13/23 Invoices for Consideration on 12/19/23
General Fund	\$ 81,759.04	\$ 32,400.53
Fire Fund	\$ 0	\$ 4,561.00
Street Light Fund	\$ 0	\$ 686.62
Liquid Fuels Fund	\$ 0	\$ 0
Stormwater Fund	\$ 0	\$ 815.00
Total	\$ 81,759.04	\$ 38,463.15
Total Checks Written	12/06/23-12/19/23	\$ 120,222.19

Approval of Invoices: Mr. Yingling made a motion to pay bills as presented through December 19, 2023. Mrs. Oller seconded. **Motion carried 4-0.**

CORRESPONDENCE- None

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 fourth quarter stormwater bills that will be released for mailing on December 27th. The Municipal Authority approved a delinquency collection plan along with the debt collector. There will be a note on next quarter's invoice stating that accounts that are three quarters past due with an outstanding balance exceeding \$250 will be turned over to a delinquent collections company in early-2024. Customers are advised to pay promptly to avoid incurring additional fees for delinquent collections. She presented an item for Board consideration regarding a stormwater permitting escrow increase because she is seeing many project engineering fees exceeding the current required \$1,000 escrow. A discussion was held about situations that would require a stormwater permit and collection of engineering fees billed to residents for reimbursement. The consensus of the Board was to prepare an escrow resolution for the January re-organizational meeting with an increase to a required escrow of \$2,000.

Parks and Recreation Report: Mrs. Richards provided a written report but was not present at the meeting. Mr. Yingst provided updates on recent events held at the Township. The Community Tree Lighting was a success with many thanks to GVFC, St. John's Praise Band, Girl Scouts, and Parks and Recreation Board members. The Fresh Greens Wreath workshops had 78 participants with thanks to Smith Christmas Tree Farm and Hess Tree Farm for the donated fresh greens. Breakfast with Santa had 155 adults and children registered and there was appreciation for the help of the EH Lions Club and Parks and Recreation Board members for cooking and serving breakfast. Upcoming events include the Holiday Movie Night on December 22nd and the Jigsaw Puzzle Competition on January 12th. Mr. Yingst shared that the fencing for the Community Park Redevelopment project is now complete, and Mrs. Richards is working with HRG to wrap up paperwork for reimbursement from the CFA grant and DCNR grant.

Municipal Engineer's Report: Mr. Moyer provided a written report. He attended only one meeting in November although he was involved with five plan reviews and inspections. **MS4-**The park stream restoration project has been submitted to PADEP for approval and a pre-application meeting was held with PADEP for remaining stream restorations to take place in 2024. The three projects will likely be bid at the same time with anticipated costs projected to be between \$1 to \$2 million. **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)-**A pre-construction meeting was held December 18. **Green Light Go #2- (Intersection Improvements)-**PennDOT made a few minor comments on the plan which has already been revised and resubmitted. **Playground Rehabilitation and Reconstruction-**A positive meeting was

held with the equipment manufacturer. **Public Well Design/Permit**-Awaiting PADEP permit response. **Route 39/Jonestown Road Truck Signage**-A memo was provided to BOS for its consideration. **Grantville Infrastructure Project**-The Statewide LSA grant funding in the amount of \$500,000 was awarded for this project with support from Senator John DiSanto and Representative Tom Mehaffie. **Zoning/SALDO Ordinance updates**-Mr. Moyer has provided a draft update for review prior to advertisement/consideration for adoption by the Board.

Emergency Management Report: Mr. Johnson provided a written report. A kickoff meeting for the next Hazard Mitigation Planning update is set for February. He is looking into guidelines for road closures when flooding may be a public safety concern.

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 North Mill Subdivision Plan

The plan proposes to subdivide the lot of approximately 3.4 acres at 8363 Jonestown Road, Grantville. The parcel is in the Rural Agricultural (RA) zoning district and there are no plans for construction currently. The applicant has revised the North Mill Subdivision plan to address technical deficiencies identified by DEP by expanding the new lot to 1.63 acres and received an Act 537 approval letter from DEP dated December 7, 2023. DeVon Henne, the land surveyor of record, addressed the HRG comment letter dated December 19, 2023. Mr. Henne requested final plan approval for the North Mill Subdivision Plan.

Mrs. Oller made a motion to conditionally approve the North Mill Subdivision Plan based on satisfaction of the HRG comment letter dated December 19, 2023. Mrs. Hastie seconded. Motion carried 4-0.

Proposal for Jonestown Road vehicle length restriction signage in West Hanover Township

A site visit will be scheduled to view proposed vehicle length restriction signage. Consensus of the Board to table any action until the 2nd meeting in January.

Proposed updates to the Zoning and Subdivision/Land Development Ordinances

The Zoning and SALDO Update Committee completed its work in November. A change log was prepared by Mr. Moyer noting the changes to these ordinances recommended by the Committee. Chairman Leese thanked the Committee for its work and recommended that the draft document be provided to the Planning Commission and there was a consensus of the Board to do so. The Board will review the recommended changes and revisit this at the 2nd meeting in January.

Mr. Shea arrived at 8:02 PM

Proposed ordinance revising the number of members on the Parks and Recreation Board

The Parks and Recreation Board has recommended its membership be reduced from seven to five members based on recent challenges filling seven positions and achieving the necessary quorum to hold meetings. On November 21, the BOS authorized an ordinance to be drafted and advertised making this change. The public notice and ordinance were posted at the Township building and on the Township website on November 30 and the notice advertised in *The Hummelstown Sun* on December 7.

Mr. Yingling made a motion adopting Ordinance No. 2023-05 revising the number of members on the Parks and Recreation Board to five. Mrs. Oller seconded. Motion carried 5-0.

NEW BUSINESS:

Further amendments to Parks and Recreation Board constitution

At its December meeting, the Parks and Recreation Board clarified language in the constitution under Article III. Membership within the second paragraph, which defines the role of the Parks and Recreation Board to declare a member's position vacated whereas the Board of Supervisors has the official vote at its next meeting.

Mrs. Oller made a motion ratifying the changes to the Parks and Recreation Board constitution as presented. Mr. Shea seconded. **Motion carried 5-0.**

Accepting resignation of Parks and Recreation Board member

Mr. Yingst notified the Board that Stacy Dove submitted a resignation letter earlier this year expressing her desire to resign her position on the Parks and Recreation Board effective December 31, 2023.

Mrs. Hastie made a motion with regret to accept the resignation of Stacy Dove from the Parks and Recreation Board. Mrs. Oller seconded. **Motion carried 5-0.**

Advertising public notice for Hanover Logistics 1&2 sewage facilities planning module

Mr. Yingst shared that two years ago the BOS advertised for, and ultimately approved for submission to DEP, a sewage facilities planning module for this project. The applicant subsequently increased the project's projected sewer flow from 3,960 GPD to 8,000 GPD, which requires a new submission to DEP (and going through the process again). The Municipal Authority's Engineer has reviewed the proposed increased flow and determined that both the wastewater treatment plant and collection system can handle it. The Hanover Logistics 1&2 project is outside of the existing sewer area, which also requires advertising a public notice that the sewage facilities planning module is available for review and comment 30 days prior to the BOS approving the module for submission to DEP for its review.

Mrs. Oller made a motion authorizing the advertisement of a public notice that the Hanover Logistics 1&2 sewage facilities planning module is available for review and comment. Mr. Shea seconded. **Motion carried 5-0.**

Authorizing Township Engineer to perform financial security adjustment inspection for the Stoner Graphix Land Development Plan

Kurt Stoner provided an email request on December 15, 2023, requesting a financial security adjustment. Section 510 of the MPC requires the municipality to act on such requests with 10 days of receiving notice and directing the Township Engineer to complete inspection. The engineer shall file a written report within 30 days; said report shall be detailed and shall indicate the approval or rejection, either whole or in part.

Mrs. Oller made a motion to authorize the Township Engineer to perform the financial security adjustment inspection for Stoner Graphix. Mr. Shea seconded. **Motion carried 5-0.**

BUSINESS FROM THE PUBLIC:

Richard Shirk-125 Shirks Lane-He asked for more information from Mrs. Harmon regarding the escrow release process. He also asked Mr. Moyer about the stream restoration and disturbance of wetlands/aquatic life and the Township Engineer said this disturbance to the wetlands is allowed by PADEP because it is improving the wetlands.

Sam Dengel-1062 Trail Road-He thanked the Board and expressed that it is usually a thankless job, and he appreciates its work.

BUSINESS FROM THE SUPERVISORS:

Mrs. Hastie-She was pleased with the Parks and Recreation events, especially the Fresh Greens Wreath workshop and the upcoming Jigsaw Puzzle events and she wished everyone a Merry Christmas.

Mrs. Oller-She wished everyone a Merry Christmas.

Mr. Yingling-He stated that it is his last meeting and it has been a great honor to serve the public. Mr. Moyer shared that he became a Township Supervisor because of Mr. Yingling and Mr. Rish and thanked him for the start of his career.

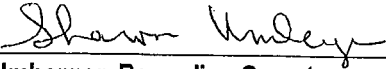
Mr. Shea-He thanked everyone and wished all a Merry Christmas.

Chairman Leese-Presented Mr. Yingling with a plaque and PSATS certificate recognizing his 14 years of service. Presented Mr. Shea with a PSATS certificate recognizing his 2 years of service. He thanked Mr. Yingling and Mr. Shea for their desire to serve and hoped they enjoyed their time on the Board and looked forward to seeing them serve the Township in other capacities in the future.

ADJOURNMENT

Mrs. Oller made a motion to adjourn, seconded by Mrs. Hastie. Meeting adjourned at 8:29 PM.

Respectfully submitted,



Sharon Umberger, Recording Secretary