

**EAST HANOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
January 16, 2024**

CALL TO ORDER:

Chairman Leese called the Tuesday, January 16, 2024, Regular Meeting of the Board of Supervisors to order at 7:04 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 6:05 PM until 7:02 PM to discuss active and potential litigation, personnel issues, and real estate matters.

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
Keith Espenshade

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, Parks and Recreation Director
Bryan Ziegler, Public Works Director

APPROVAL OF MEETING MINUTES:

Mrs. Hastie made a motion to approve the Board of Supervisors minutes from the January 2, 2024 reorganization and regular meeting as written. Mrs. Oller seconded. Motion carried 4-0.

SPECIAL ORDER:

On November 30, 2023, Mr. Kyler Shea submitted his resignation as a Township Supervisor, effective December 31, 2023. Per the Second Class Township Code, such vacancy must be filled via appointment by the Board of Supervisors within 30 days of the effective date of resignation. This means the Board of Supervisors has until January 30, 2024 to do so.

Letters of interest seeking an appointment to this position were received from Township residents Mr. Ron Boltz and Mr. George Rish.

Q & A with residents who submitted letters of interest for appointment as Township Supervisor

Ron Boltz, 660 S. Meadow Lane and George Rish, 122 Sunset Drive were present at the meeting. Mrs. Oller recommended each resident be asked the same questions from the Board of Supervisors and Mr. Boltz went first while Mr. Rish left the building. Each resident shared their background, why they are interested in the Supervisor position, and time available to dedicate to the position. Questions continued with understanding what governs the Board of Supervisors, willingness to attend PSATS bootcamp for Township Officials, new ideas to communicate to residents, along with their opinions on development, public water, public sewer, and SALDO and Zoning Ordinances and adherence to rule of law. The Board thanked both individuals for their interest in serving the Township.

Appointment of Township Supervisor

Mrs. Oller made a motion to appoint George Rish as Township Supervisor with a term expiring December 31, 2025 to fill vacancy that resulted from the resignation of Mr. Kyler Shea. Mr. Espenshade seconded the motion. Motion carried with a 3-1 vote. Mrs. Hastie voted no.

Mr. Rish is an elected Township Auditor, and he is resigning from the position to accept the Township Supervisor appointment. The Board will take action to accept his resignation at its next meeting.

TREASURER'S REPORT

11/30/23 Balance Sheet	\$ 9,715,534.97		Increase/(Decrease)
	Dec Revenue	Dec Expenses	Net
General Fund	\$ 160,113.82	\$ 205,761.80	\$ (45,647.98)
Fire Fund	\$ 673.88	\$ 5,232.33	\$ (4,558.45)
Street Light Fund	\$ 119.76	\$ 702.48	\$ (582.72)
Liquid Fuels Fund	\$ 1,612.85	\$ 303.56	\$ 1,309.29
Stormwater Fund	\$ 40,596.58	\$ 5,479.01	\$ 35,117.57
Total	\$ 203,116.89	\$ 217,479.18	\$ (14,362.29)
Liability		Increase/(Decrease)	\$ (26,002.40)
12/31/23 Balance Sheet			\$ 9,675,170.28

	Invoices due and paid 01/03/24-01/10/24	01/10/24 Invoices for Consideration on 01/16/24
General Fund	\$ 160.00	\$ 81,767.94
Fire Fund	\$ 0	\$ 1,154.00
Street Light Fund	\$ 0	\$ 693.05
Liquid Fuels Fund	\$ 0	\$ 5,924.89
Stormwater Fund	\$ 0	\$ 3,807.50
Total	\$ 160.00	\$ 93,347.38
Total Checks Written	01/03/24-01/16/24	\$ 93,507.38

Approval of Invoices: Mrs. Oller made a motion to pay bills as presented through January 16, 2024. Mrs. Hastie seconded the motion. Motion carried 3-0-1. Mr. Espenshade abstained due to a conflict of interest in the payment of Espenshade's Plumbing and Heating Inc. invoice with check number 1575.

Approval of Transfer: Mrs. Hastie made a motion to approve the \$200,000 transfer from PLGIT General Fund account to the JBT General Fund checking account. Mrs. Oller seconded the motion. Motion carried 4-0.

CORRESPONDENCE:

A letter was received from Boyer & Ritter LLC, Certified Public Accountants communicating the planned scope and timing of the audit of the Township's financial statements as of and for the year ended December 31, 2023.

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. The Municipal Authority approved an

agreement with Portnoff Law Associates Ltd as the debt collector of stormwater fees and sewer fees. She prepared WREP Action Memo for later in the meeting.

Parks and Recreation Report: Mrs. Richards provided a written report. The deadline for the Spring Newsletter (March-April-May) is due Monday, January 22nd. She is requesting responses to the Park Facility Survey due by February 16th. The Jigsaw Puzzle Competition went well with 45 people attending, the second competition is February 16th. Other upcoming events include the Indoor Yard Sale, Family Valentine's Night, and Nature Park Clean-up Day. The amphitheater is on target to be shipped in early March. Bryan Ziegler is the project manager and is seeking quotes for the electric and AV installation from companies participating in COSTARS (Commonwealth of PA's cooperative purchasing program). The final payment has been made on the Community Park Redevelopment project. The Township can now request reimbursement from the CFA Grant for \$213,000 and the remaining grant reimbursement from the DCNR grant.

Municipal Engineer's Report: Mr. Moyer provided a written report. He attended only one meeting in December although he was involved with seven plan reviews and inspections. **MS4**-The park stream restoration project has been resubmitted to PADEP for approval. The Manada Gap Road stream restoration application was finalized and will be submitted to PADEP tomorrow. (Included in this permit request is the removal of the Boy Scout bridge in the Community Park with relocation/ installation of a new concrete box culvert which is under same permit but separate bid package. The culvert will be installed by Public Works and the expenses included in the Parks and Recreation 2025 budget). The Crawford Road stream restoration is anticipated for submission to PADEP in less than two weeks. The three projects will likely be bid at the same time this Spring. **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. **Green Light Go #2-(Intersection Improvements)**-The project bids have been received and to be awarded to the lowest bidder later in the agenda. **Playground Rehabilitation and Reconstruction**-N/A. **Public Well Design/Permit**-PADEP comments received and anticipated resubmission by January 19th. **Route 39/Jonestown Road Truck Signage**-A memo was provided to the Board for its consideration. **The Board consensus is to move ahead with the project and for the Township Engineer to approach West Hanover Township with the proposal for its review and input.** **Grantville Infrastructure Project**-The Township was awarded full grant request of \$500,000 for ARPA SWS grant and awaiting results of LSA submission. Design and bid package are the next steps, this project is required to be under contract by the end of the year. **Zoning/SALDO Ordinance updates**-The Board consensus is to provide copies of Mr. Moyer's formatted and finalized version to the East Hanover Township Planning Commission, Dauphin County Planning Commission, and the public for its review prior to advertisement. Prior to this, Mr. Moyer will make the final edits to the proposed ordinance for the Board's review in keeping with the summary memo he provided.

Emergency Management Report: Mr. Johnson provided a written report. EMA office received notification of road closure for a section of Interstate 81 for crash clean-up, two notifications of significant rainfall events, plus a significant snowfall event. Public Works was contacted several times about flooding issues and did a fantastic job assuring the public's safety.

Codes and Zoning Report: Light-Heigel provided written reports for UCC, Zoning and Property Maintenance.

Sewage Enforcement Officer's Report: Brian McFeaters had no report this month.

UNFINISHED BUSINESS:

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

The update was addressed within Mr. Moyer's report earlier on the agenda under the Municipal Engineer's Report. Solicitor Stinnett will forward the Township's action memo that outlines the proposed project to West Hanover Township for its review and input.

Proposed updates to the Zoning and Subdivision/Land Development Ordinances

The update was addressed within Mr. Moyer's report earlier on the agenda under the Municipal Engineer's Report.

NEW BUSINESS:

Awarding contract for Routes 22/743 intersection improvements project

The bids were opened on January 9th. Four bids were submitted, and the lowest bidder was JVI Group, Inc., with a bid of \$344,034. This bid was \$60,000 higher than what was estimated, but significantly lower than the three other bids received. The State will reimburse 80% of the costs via the awarded Green Light-Go grant funds.

Mrs. Hastie made a **motion awarding the contract for the Routes 22/743 intersection improvements project to JVI Group, Inc. for a unit price bid amount of \$344,034, subject to receipt of acceptable performance and payment bonds.** Mrs. Oller seconded the motion. **Motion carried 4-0.**

Mrs. Hastie made a **motion authorizing the issuance of the notice of intent to award the Routes 22/743 intersection improvements project to JVI Group, Inc.** Mrs. Oller seconded the motion. **Motion carried 4-0.**

Water Resource Enhancement Program (WREP) service level authorization

East Hanover Township has been participating as a founding member of the Dauphin County WREP Advisory Committee since its inception. Over the past year the committee has worked to develop anticipated goals and the approved service levels. The approved 2024 EHT Stormwater Fund budget includes \$40,000 for participation in the WREP to work collaboratively with other municipalities to meet pollutant reduction goals. The WREP Service Level C-Full Program for 2024-2025 is \$40,658 total for the two years.

Mrs. Hastie made a **motion to approve participation in WREP Service Level C-Full Program for 2024-2025 at a cost of \$40,658.** Mrs. Oller seconded the motion; **Motion carried 4-0.**

Stoner Graphix land development plan financial security adjustment

Kurt Stoner provided an email request on December 15, 2023, requesting a financial security adjustment. HRG completed the final inspection of the Stoner Graphix land development plan site and recommended release of the remaining financial security.

Mrs. Oller made a **motion to authorize the release of the remaining financial security of \$4,937 for the Stoner Graphix land development plan.** Mrs. Hastie seconded the motion. **Motion carried 4-0.**

Purchase of "No Winter Maintenance" signs for trails and playground

The Parks and Recreation Board recommended adding signage to the Township trailheads at each park, and the playground notifying users of how these areas are maintained over the winter months.

Mrs. Hastie made a **motion to approve the \$633.79 quote from Stoner Graphix to proceed with the winter trail and playground signs.** Mrs. Oller seconded the motion. **Motion carried 4-0.**

Advertise proposed ordinance establishing a 30 mile per hour speed limit on South Mill Road

The Public Works Director conducted a speed study in-house on South Mill Road to see if a different speed limit was justified. The speed study determined the average safe-running speed to be 29.5 MPH, and based on this study a speed limit may be set within 5 MPH higher or lower than the average safe-running speed. Mr. Yingst provided a draft ordinance to this effect.

Mrs. Oller made a **motion to approve advertising of the proposed ordinance establishing a 30 mile per hour speed limit on South Mill Road.** Mrs. Hastie seconded the motion. **Motion carried 4-0.**

Purchase of replacement dump truck and related equipment

The Township's application for \$77,000 from the Driving PA Forward – Onroad Rebate Program was approved in full. This State program is funded by proceeds from the VW emissions settlement and funds replacing older diesel vehicles with

newer, "cleaner" diesel vehicles. Vehicles with a model year between 1992 and 2009 and with three years of remaining life are eligible to receive up to \$77,000. The 1994 Freightliner meets these eligibility criteria. The new vehicle must be purchased, must demo the 1994 Freightliner, and provide proof of this to the State by January 3, 2025, although a 180-day extension can be applied for.

Mrs. Hastie made a **motion approving the purchase of a 2025 Western Star Model 47X dump truck and related equipment from Transteck, Inc. at a cost of \$253,239.50 and authorizing the execution of any related documentation.** Mrs. Oller seconded the motion. **Motion carried 4-0.**

Wastewater management facilities maintenance agreement for parcel 25-007-010

This agenda item will be moved to the first Board of Supervisors meeting in February.

Additional wastewater treatment facilities operator

An additional wastewater treatment facilities operator was recommended by the EHT Municipal Authority. All employees of the wastewater treatment plant are Township employees. The EHT Municipal Authority is charged salary and benefits for all employee time pertaining to its functions at the wastewater treatment plant and working on the collection system.

Mrs. Oller made a **motion to approve the position description for the second wastewater treatment facilities operator and advertising for the same.** Mrs. Hastie seconded the motion. **Motion carried 4-0.**

BUSINESS FROM THE PUBLIC:

Richard Shirk-125 Shirks Lane-He was concerned over one of the questions to prospective supervisor about their opinion on public water. Chairman Leese reassured Mr. Shirk that there are no discussions about public water in the Township. It was a question to determine their personal strategy on development. Mr. Moyer was asked about PADEP criteria for the Township's public well. He noted the well is more regulated than a private well but does not have the capability to be a utility. Mrs. Harmon was asked more about the Township's Pollutant Reduction Plan.

BUSINESS FROM THE SUPERVISORS:

Mrs. Hastie-She was pleased with the Jigsaw Puzzle Competition, and she thanked Mr. Ziegler for the snow removal by the Public Works crew.

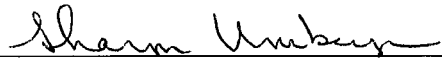
Mrs. Oller-Encouraged Supervisors to register early for the PSATS conference in April.

Chairman Leese-He brought up a concern about the Sheetz entrance off Route 22 where the water runoff is freezing into a sheet of ice. Mr. Moyer thought an inlet on both sides of the entrance may have helped but it is a PennDOT road. Chairman Leese had kudos for Mr. Ziegler and his crew on the snow removal.

ADJOURNMENT:

Mrs. Hastie made a **motion to adjourn to an Executive Session to discuss active litigation,** Mrs. Oller seconded, and the meeting adjourned at 8:56 PM.

Respectfully submitted,



Sharon Umberger, Recording Secretary