

EAST HANOVER TOWNSHIP BOARD OF SUPERVISORS MEETING
8848 Jonestown Road, Grantville, PA 17028
February 21, 2017

The regular meeting of the East Hanover Township Board of Supervisors was called to order with the pledge to the Flag by Chairman Yingling at 7:00 P.M. Present were Supervisors George Rish, Glenn Moyer, Rob Hess and Rick Smith.

Isaac Wakefield, Solicitor; Norm Ulrich, Engineer; Paul Cornell, Manager; Jackie Wilbern, Assistant Manager; Charles Longreen, Director of Public Works; and Deborah Casey, Secretary/Treasurer were also present.

There was an Executive Session held at 6:30 PM to discuss a legal issue.

The meeting was audio taped. The tapes are strictly for the use of the Secretary-Treasurer for clarification during preparation of the minutes. The Public Guidelines of Decorum require all individuals wishing to make public comment do so at the microphone and state their name and address.

APPROVAL OF THE MEETING MINUTES FROM THE FEBRUARY 7, 2017 BOARD OF SUPERVISORS MEETING

It was noted there would be some clarification made in the minutes. Mr. Hess commented at the end of the paragraph pertaining to the waiver for Manheim Auto Auction it reads "Mr. Hess noted the main reason for the waiver is that we have agreed that the Planning Commission has already seen the plan and the plan has not changed." He was actually asking the question of the Solicitor and staff was it OK for the Board of Supervisors to move forward in the manner that we chose since it had already been to the Planning Commission previously, and he just wanted confirmation that it was OK for the Board of Supervisors to go in that direction.

- **Mr. Hess made a motion to approve the minutes from February 7, 2017 minutes from the Board of Supervisors meeting as amended. Mr. Moyer seconded the motion. The motion was approved 4 in favor, Chairman Yingling, Mr. Rish, Mr. Hess and Mr. Moyer; 0 opposed; 1 abstention. Mr. Smith abstained since he was not present at the February 7th meeting.**

TREASURER'S REPORT

Receipts - \$142,638.88

General Fund	\$ 141,521.75
Street Light Fund	\$ 30.54
Fire Co. Fund	\$ 216.69
Park and Recreation Fund	\$ 869.90

Expenditures - \$ 40,354.88

General Fund	\$ 39,100.06
Fire Co. Fund	\$ 1,141.00
Park & Recreation Fund	\$ 113.82

- **Mr. Rish made a motion to pay the bills as presented. Mr. Moyer seconded the motion. The motion was approved 5 in favor, 0 opposed.**

Available Funds - \$6,809,234.09

CONSIDERATION OF INVOICES FOR THE PUBLIC WORKS BUILDING

ECI CONSTRUCTION LLC - \$75,999.51

- **Mr. Rish made a motion to pay the invoice from eci Construction LLC in the amount of \$75,999.51. Mr. Moyer seconded the motion. The motion was approved 5 in favor, 0 opposed.**

MIDSTATE MECHANICAL - \$2,752.02

- **Mr. Rish made a motion to pay the invoice from MidState Mechanical in the amount of \$2,752.02. Mr. Moyer seconded the motion. The motion was approved 5 in favor, 0 opposed.**

STOUFFER MECHANICAL - \$15,875.27

- **Mr. Rish made a motion to pay the invoice from Stouffer Mechanical in the amount of \$15,875.27. Mr. Moyer seconded the motion. The motion was approved 5 in favor, 0 opposed.**

MCCARTY & SON, INC. - \$131,664.35

- **Mr. Rish made a motion to pay the invoice from McCarty & Son, Inc. in the amount of \$131,664.35. Mr. Moyer seconded the motion. The motion was approved 5 in favor, 0 opposed.**

PAUL D. CLARK - \$9,464.42

- **Mr. Rish made a motion to pay the invoice from Paul D. Clark in the amount of \$9,464.42. Mr. Moyer seconded the motion. The motion was approved 5 in favor, 0 opposed.**

EI ASSOCIATES - \$4,380.00

- **Mr. Rish made a motion to pay the invoice from EI Associates in the amount of \$4,380.00. Mr. Moyer seconded the motion. The motion was approved 5 in favor, 0 opposed.**

CORRESPONDENCE

The correspondence is listed as a handout and may be reviewed during regular office hours.

REPORTS

PUBLIC WORKS DEPARTMENT – CHARLES LONGREEN

Mr. Longreen presented his report for January 17th through February 21, 2017.

MUNICIPAL AUTHORITY – PAUL CORNELL

Mr. Cornell reported there have been discussions regarding inter-municipal agreements to convey sewage for the 2020 sewer project. There will be additional meetings. We are currently going back and reconciling EDU's billed. We have used some reports to reconcile against what we bill and Mr. Cassel is doing a physical inventory.

MANAGER REPORT – PAUL CORNELL

Mr. Cornell provided the Board with a written report. He noted the Board has been provided with a PSATS training schedule for the 2017 Conference. The Township e-mail addresses – if anyone needs help in getting them up and running, please let him know. Dedication for the new Public Works Building is scheduled for March 5th, snow date, March 12th. Invitations have been sent out. The Spring Newsletter and 2017 Directory have been sent out.

SOLICITOR'S REPORT – ISAAC WAKEFIELD

Solicitor Wakefield noted there is a March 3rd Board Review for the Turns property and on March 28th there will be a MDJ hearing on enforcement action for a Crawford Rd. property.

EMERGENCY MANAGEMENT – RON JOHNSON

Mr. Johnson provided a report to the Board for 2016. During the year they continued to update manuals, etc. The Resolution for the Hazard Mitigation Plan was submitted. We had a partial activation during snow storm Jonas and had a total of 45 hours involved. Responded to citizen questions relating to police/EMS response. One of the goals last year was to expand the role of non-governmental agencies assisting EMS. He and Mrs. Wilbern attended an 8 hour Mass Evacuation seminar. We contacted 2 churches who agreed to assist in several ways. We want to continue to expand their role and define it. We participated in ongoing discussions with West Hanover and South Hanover Emergency Management Coordinators to try to share resources so we could help each other if there is a need. We had 3 Public Safety Advisory Committee meetings and provided articles for the quarterly Township Newsletter. We met with Lower Dauphin School District Officials regarding the elementary school pre-plans if an emergency would happen at the school. Had several meetings with the Boy and Girl Scout organizations relating to being prepared. We updated one desktop computer, repaired a radio, and replaced a small refrigerator. This year we are planning to utilize the electronic media to provide information for citizens on what to do and what not to do. Chairman Yingling asked about the status of the County's notification system through cell phones. Mr. Johnson noted there is available where the County can notify people if you sign up and offer your cell phone numbers, e-mails, etc. for incidents that might concern our Township. Information was provided in one of the newsletters on how to sign up for it. Chairman Yingling asked if there is need to continue to look for a mass calling system for the Township. Mr. Johnson noted if the Township wants to be able to contact either individuals or the whole Township, we would have to participate and the cost was initially \$600.00 per year and 7 cents per household. The program is offered by Dauphin County and is funded through the South Central Task Force. The notifications have to be of an emergency nature. Chairman Yingling asked if he could

get with Mr. Cornell to discuss this further. He asked that Mr. Johnson also follow up on a discussion in 2016 regarding people who would want to volunteer, would be notified if there was a cardiac arrest in the area.

PARK AND RECREATION – ANTHEA STEBBINS

Ms. Stebbins presented the Board with a written report. She thanked Mr. Johnson for the information he has been providing for the newsletter.

CODES AND ZONING – JACKIE WILBERN

Mrs. Wilbern provided the Board with a report of activity over the past month. She extended her gratitude to the Board for allowing her to attend the APMME Executive Conference.

ENGINEERS REPORT – NORM ULRICH

Mr. Ulrich provided the Board with an updated report. Talley Petroleum – they made an initial submission and LTL issued a review letter. It was discussed at the Planning Commission meeting and they revised their plans and resubmitted them. LTL issued another review letter which will be discussed at the February Planning Commission meeting. Sheetz – they have not made a resubmission. Preserve at Bow Creek – escrow reduction was discussed at the last meeting. An as built review letter was issued on February 15th. Fleet made a resubmission. Carlson Rd. – he has had discussions with Mr. Longreen to keep that moving. The GP11 has been submitted to DEP. Chairman Yingling commented on the Preserve at Bow Creek. Depending on which drawing you look at, there looks to be an additional 4 unit townhome that can be built. Mr. Ulrich noted he was unaware of that, but there was a prior layout that was revised. What is built now is what was called for on the revised layout.

GRANTVILLE FIRE CO. – WAYNE ISETT

Chairman Yingling noted on February 18th, the Fire Co. was gracious enough to invite the Board of Supervisors to their Annual Banquet. We did attend, it was a great event, and we were humbled by the award the Fire Co. gave to the Township relating to the new building. We are gratified by the hard work the Fire Co. does. Mr. Isett noted he put in for the State PEMA grant, and this year we received \$15,000.00 which will go towards the new fire truck. The fund drive is almost at \$11,000.00. Preparation is being done for the Carnival. May 27th is the Yard Sale at the Carnival grounds, along with a chicken and rib bar-b-que.

UNFINISHED BUSINESS

ORDINANCE FOR PENNPRIME INSURANCE PARTICIPATION 2017-01

Mr. Cornell noted when we joined PennPRIME, one of the conditions was to pass an ordinance for intergovernmental cooperation. The ordinance was prepared by Solicitor Stinnett and it has been duly advertised.

- **Mr. Hess made a motion to adopt Ordinance 2017-01 PennPRIME Insurance participation ordinance. Mr. Rish seconded the motion. The Motion was approved 5 in favor, 0 opposed.**

GVFC LIAISON

Chairman Yingling commented we have discussed appointing a liaison to the Grantville Volunteer Fire Co. to become more integrated and provide more assistance to the Fire Co. Mr. Rish has volunteered to be the liaison.

- **Mr. Smith made a motion to appoint Mr. Rish as the Grantville Volunteer Fire Co. liaison from the Board of Supervisors. Mr. Hess seconded the motion.** Chairman Yingling noted he would like to eventually see the liaison be a voting member of the Fire Co. Board. He thanked Mr. Rish for volunteering his time. **The motion was approved 5 in favor, 0 opposed.**

NEW BUSINESS

REQUEST FOR FIELD USAGE FROM THE EAST HANOVER BRAVES

Ms. Stebbins noted she has two contracts she is asking for approval. Both are adult baseball teams that use the field. They pay at a rate of \$3.00 per hour for their practices and games. The one is Central Pennsylvania Over 30 League, East Hanover Phillies, and the other is the P.A.M.B.L. East Hanover Braves. They are effective from April through the end of August. Mr. Smith asked if the make-up of the teams is mostly Township residents. Ms. Stebbins noted they are each listed as having about 25% Township residents.

- **Mr. Smith made a motion to approve the contracts for the East Hanover Braves, and the Central PA Over 30 Team for the 2017 season. Mr. Moyer seconded the motion.** Mr. Hess asked if this affects youth baseball. Ms. Stebbins noted it does not since the fields are too large. **The motion was approved 5 in favor, 0 opposed.**

REQUEST TO HIRE A DIRECTOR AND ASSISTANT DIRECTOR FOR THE SUMMER PROGRAM

Ms. Stebbins is recommending that we hire Yvonne Sharrow to be the Director of the Summer Recreation Playground Program at a pay rate of \$13.50 per hour effective March 1st, and Jennifer Taleff as the Assistant Director of the Summer Recreation Playground program at a rate of \$11.50 per hour effective March 1st. Both served in this capacity last year.

- **Mr. Hess made a motion to authorize the hiring of Yvonne Sharrow at a rate of \$13.50 per hour to be the Director of the Summer Playground Program and Jennifer Taleff at a rate of \$11.50 per hour for the Summer Playground Program Assistant Director for 2017. Mr. Smith seconded the motion.** Mr. Smith asked if it was a full time job, do they work 40 hours per week during the season. Ms. Stebbins noted they typically work about 25 hours per week. Mr. Smith asked if they stay within the budget. Ms. Stebbins noted we do. **Mr. Hess amended his motion that for the Director position a total cost of \$3,360.00 as budgeted, and for the Assistant Director \$2,240.00. Mr. Smith seconded the amended motion. The motion was approved 5 in favor, 0 opposed.**

PSATS TRAINING CONFERENCE IN HERSHEY

Mr. Cornell noted the conference runs from Sunday, April 23rd to Wednesday April 26th. There are training session each day. If you go on to the PSATS website you can pull you can pull up the conference and the training schedule and a description. It was noted Mr. Smith will attend as the voting delegate. Chairman Yingling, Mr. Rish, and Mr. Hess will also attend.

LONG TERM PLANNING COMMITTEE

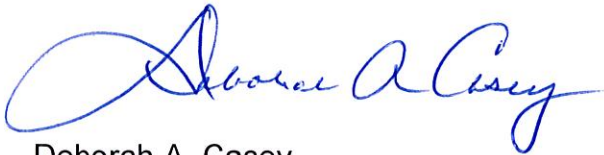
Chairman Yingling commented the Long Term Planning Committee will meet on February 22nd. It's been going well and there has been a lot of input from the members. We are resolving some things, and will be coming back to the Board of Supervisors with recommendations. He thanked Mrs. Wilbern for heading up the committee.

BUSINESS FROM THE PUBLIC

Paul McNamee, Project Manager for the Public Works Building commented we are doing punch list items and cleaning up the site. Public Works has started to move in. In March/April we will do the final seeding and paving and close the project out. Everything is under a 1 year warranty. He will be meeting with El Associates to go over all the closeout documents. Mr. Smith asked if there was a date when Paul Clark's contract is done. Mr. McNamee felt his fee was probably used up for now. Mr. Clark sent an e-mail to Mr. Cornell asking how much longer the Township wanted him to be involved. There is not a whole lot left to be done. Chairman Yingling asked if there would be any equipment at the building for the dedication. Mr. Longreen noted we are planning to have 3 pieces of equipment; the new loader, dump truck and probably the back hoe. Mr. McNamee commented on the salt shed. We managed to convince PennDOT to use their plans and it worked out well. PennDOT requested that pictures of it be sent to them. He has sent them some and they felt the project turned out very well.

The meeting was adjourned at 7:50 PM.

Respectfully submitted,



Deborah A. Casey
Secretary/Treasurer