

**EAST HANOVER TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING MINUTES**  
**October 15, 2019**

**CALL TO ORDER**

Chairman Rish called the October 15, 2019 Regular Meeting of the Board of Supervisors to order at 7:00 pm in the meeting room of the Township, 8848 Jonestown Road, Grantville, PA followed by the Pledge of Allegiance.

Chairman Rish 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 to do so at the microphone and state their name and address.

**IN ATTENDANCE:**

**SUPERVISORS:**

George Rish, Chairman  
Rick Smith, Vice-Chairman  
Rob Hess  
Chad Leese  
Mike Yingling

**ALSO PRESENT:**

Paul Cornell, Township Manager  
Jackie Wilbern, Assistant Township Manager  
Lee Stinnett, Township Solicitor-Salzmann & Hughes  
Bryan Ziegler, Public Works Director  
Sharon Umberger, Recording Secretary

**APPROVAL OF MEETING MINUTES:**

Mr. Yingling and Mr. Hess wanted to add the reason Mr. Yingling abstained from the approval of the invoices presented on October 1, 2019. Abstention was due to fact that Mr. Yingling had not reviewed list of invoices sent at 10:30 am on the day of the meeting. Staff will make every effort to send list on Friday or at the latest the day before the Board of Supervisors meeting. Mr. Hess made a motion to **approve the Board of Supervisors meeting minutes from October 1, 2019 including the correction.** Mr. Smith seconded the motion. Mr. Yingling abstained. **Motion carried 5-0.**

Mr. Hess made a **motion to approve the September 18, 2019 minutes of the BOS and ZOSC workshop.** Mr. Yingling had question for the solicitor whether there was adequate wording in minutes. Mr. Stinnett stated wording was sufficient, only need to record actions. Mr. Smith seconded. **Motion carried 5-0.**

**TREASURER'S REPORT**

September	Revenue		
General Fund	\$ 174,531.65		
Fire Fund	\$ 170.62		
Street Light Fund	\$ 14.54		
Liquid Fuels Fund	\$ 583.28		
Reserve Fund	\$ 4,736.96		
<b>Total</b>	<b>\$ 180,037.05</b>		
September	Expense	10/11/19 Invoices for Consideration on 10/15/19	Invoices Due 10/2/19- 10/11/19 Before Meeting
General Fund	\$ 260,399.58	\$ 102,720.13	\$ 27,752.05
Fire Fund	\$ 1,065.00	\$ 1,065.00	\$ 40,000.00
Street Light Fund	\$ 653.04	\$ 638.26	\$ 0
Liquid Fuels Fund	\$ 18,410.01	\$ 27,852.12	\$ 0
Reserve Fund	\$ 16,812.00	\$ 0	\$ 0
<b>Total</b>	<b>\$ 297,339.63</b>	<b>\$ 132,275.51</b>	<b>\$ 67,752.05</b>

**Comments regarding invoices for approval:**

South Central EMS—Paul Cornell verified that it is a monthly payment of the \$70,000 commitment. SEO invoice is 80% of invoice is reimbursed to the Township in fees/permits.

Mr. Hess made a motion to **approve the bills as paid prior to the meeting and to pay the bills as presented on October 15, 2019.** Mr. Leese seconded the motion. **Motion carried 5-0.**

**Correspondence:**

Correspondence is listed as a handout. Correspondence may be viewed during regular office hours.

**Demonstration of the “Remind” application and notification system**

Paul Cornell and Jhane Kunkel demonstrated the “Remind” app, currently used by Park and Rec for summer camp notifications. This free notification system is also used by Lower Dauphin School District. Board came to a consensus that they want to proceed with a Township component with various categories of notices. Paul and Jhane will come up with a structure to be presented to Board. A logo should also be added to the notice to easily recognize as Township alert. A future newsletter to include directions to subscribe to “Remind”.

**Reports:**

**Public Work Director:**

Mr. Ziegler provided his report to the Board. Line painting in the Township is 100% completed for the year. Mr. Smith inquired about the reason of the Golf Lane Project delay. Mr. Ziegler said it has been held up in permitting at the State.

**Municipal Authority:**

Mr. Cornell reported Municipal Authority continuing to work on 2020 Project, and looking at some alternatives to reduce costs. Seeking proposal from Keystone Collections for collection of sewer payments.

**Manager’s Report:**

Paul Cornell provided his report to the Board. Working on budget. Employee evaluations to be completed this week. Tax collector will accept the space in this building with some structural changes to remove countertop etc. Locking mailbox for tax collector will be appropriately labeled next to Township mailbox. Paul described the status of old file storage/destruction and the staff effort. There were 27 boxes identified as LD COG documents, a now defunct organization, to be destroyed. Paul met with Dr. Schultz and Supervisor Smith about the VFW grounds. Dr. Shultz, LD Superintendent, does not have plans to expand into Township area. But does support our plans of adding more parking spaces.

**Solicitor’s Report:**

Solicitor Lee Stinnett had no formal report.

**Emergency Management:**

Ron Johnson was not present.

**Park and Recreation:**

Jhane Kunkel, Park and Recreation Director, provided a report to the Board. Approximately 288 trees will be planted by Penn State Extension Tree Program. Halloween Parade was discussed with possible date change due to scheduling conflicts. Halloween Parade is this week. Contacted everyone she could to push correction notice of date of Parade. Date of Halloween Parade on GVFC sign.

Mr. Hess made a **motion to approve proposed Park and Rec 2020 Holiday Event Schedule, with understanding that if a conflict comes up, the schedule can be made amended.** Mr. Smith seconded. **Motion carried 5-0.**

**Codes and Zoning Report:**

Jackie Wilbern provided a written report to the Board. Reminded Board of the Conditional Use Hearing that will be before them at BOS Meeting November 19<sup>th</sup>. Packets will be provided with the Planning Commission comments.

**Municipal Engineer's Report:**

Tom Wilson was not present but submitted his report to the Board. Mr. Yingling inquired about the status of the Preserve at Bow Creek. Mrs. Wilbern/Mr. Stinnett will verify that there are no outstanding items.

**Grantville Volunteer Fire Company:**

Chief Saul Schmolitz announced that it was Fire Prevention Week last week. GVFC spent time at schools. Held their first Open House that went really well.

**Unfinished Business:**

**Consideration of hiring a Security Consultant**

Mr. Cornell provided proposals from two consultants for Security Design recommendations. Mr. Cornell recommended to bring on Brian Krause of Vulnerability Solutions Group. This is only thing they do, and are not associated with any security system or contractor. Mr. Yingling requested that VSG provide an Error & Omissions policy. Mr. Leese asked about the two references. Mr. Yingling made a motion to accept proposal from VSG to do study and make recommendations with a fee not to exceed \$2,100 from Building Capital budget #1-409-800. Mr. Yingling amended motion that VSG have liability and E&O insurance coverage. Mr. Hess seconded. Motion carried 4-1. Mr. Smith was opposed.

**Request to Set Date for Zoning Ordinance Adoption**

Mrs. Wilbern proposed two dates that all supervisors, Charlie from URDC and our Land Use Attorney, Kurt Williams are available. Mrs. Wilbern will advertise both dates on one notice. Mr. Stinnett stated you could cancel December 4<sup>th</sup> meeting if not needed. Mr. Smith made a **motion to choose Monday, November 18, 2019 for the Zoning Ordinance adoption hearing meeting and advertise the backup date Wednesday, December 4, 2019.** Mr. Leese seconded. **Motion carried 5-0.**

**Consideration of Contribution to Communities that Care**

Mr. Smith made a **motion to donate \$1,500 from account #1-400-52 Contributions.** Mr. Hess seconded. **Motion carried 5-0.**

**New Business:**

**Request to Fill Vacancy on Park and Recreation Board**

Mr. Smith made a **motion to appoint Jennifer Carroll to the vacant seat on the Parks and Rec Board.** Mr. Leese seconded. **Motion passed 5-0.**

**Request for Financial Security Reduction; Talley Petroleum**

Mr. Wilbern stated K & W Engineers has inspected and provided report for the Talley Petroleum LDP. They are recommending partial release. With \$19,687.40 to be retained until project complete. Mr. Hess made a motion to reduce the letter of credit by \$130,291.79 for Talley Petroleum. Mr. Leese seconded after hearing there is a contingency. Motion carried 5-0.

**Discussion regarding request for mirror on Hill Drive**

Smittie Brown, 207 S Hill Drive, brought a request before the BOS meeting two months ago. Mr. Brown is wanting a solution to provide a safer exit from his driveway. A discussion continued about feasible options and fees associated. Bryan Ziegler will be performing a speed study. Public Works will use a 4X4 with a breakaway to see if mirror could be effectively hung on Mr. Brown's side of the road. Recommendations will be brought back to Board.

**Business from the Public:**

**Rebecca Oller, 400 Trail Road**, announced that the Historical Society has officially moved to the annex house, with help of community service volunteers. She requested the BOS to address repair issues such as need for new windows in the annex house.

**Comments from the Board:**

Mr. Yingling asked for update of pole at Rte 743/Rte 22. Mr. Ziegler said there are no further discussions with PennDot. No one has hit pole recently.

Mr. Yingling asked Supervisors to consider, in the 2020 budget, funds to provide for volunteer appreciation.

Mr. Hess stated with the notification system, only address items under the realm of the Township. We have no control over items such as utilities.

Mr. Smith asked about the speed limit in the village.

Mr. Leese asked whether VFW subdivision work had to be done by K&W. Mrs. Wilbern stated we are not committed to using K&W.

Mr. Yingling added that Supervisors received an apology letter from person who incorrectly posted on Facebook that the Township approved an Adult Bookstore. She also rescinded her message on Facebook.

**Adjournment:**

Mr. Hess made a motion was made to **adjourn meeting**. The meeting adjourned at 8:25 pm.

  
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Sharon Umberger, Recording Secretary