

**EAST HANOVER TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**8848 Jonestown Road, Grantville, PA 17028**  
**May 2, 2017**

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

Lee Stinnett, Solicitor; Paul Cornell, Manager; Charles Longreen, Director of Public Works; and Deborah Casey, Secretary/Treasurer were also present.

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 MINUTES FROM THE MEETING OF APRIL 18, 2017**

- **Mr. Hess made a motion to approve the minutes from the April 18, 2017, Board of Supervisors Meeting. Mr. Moyer seconded the motion. The motion was approved 5 in favor, 0 opposed.**

**TREASURER'S REPORT**

Revenue - \$138,306.62

General -	\$ 85,341.32
Street Light	\$ 2,302.88
Fire Co.	\$ 48,162.42
Park & Rec	\$ 2,500.00

Expenditures - \$122,223.13

General Fund	\$ 114,879.78
Park and Rec	\$ 5,102.12
Street Light	\$ 532.94
State Fund	\$ 971.77
Gaming Fund	\$ 736.52

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

Available Funds - \$6,457,367.83

Chairman Yingling asked when we have multiple events in the building during the weekend, who from the Township comes in to check the building between the events. Mr. Cornell noted Crist Espenshade will come in and check the building. There are occasions when he is out of town and we try to have only one event on those weekends.

## **CORRESPONDENCE**

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

## **PENNSYLVANIA STATE POLICE COMMUNITY OUTREACH**

No report. Chairman Yingling asked if their commitment is to provide us with the report the Public Safety Advisory Council received. Mr. Cornell noted that was correct, but he didn't know when they would be providing that.

## **GRANTVILLE FIRE COMPANY – CHIEF THEAL**

Chief Theal reported March total calls were 16; in district 10, out of district 5, and out of county was 1. For April we had a total of 14; 10 in district, 2 out of district, and 2 out of county. We also had 2 structure fires, one of them the storage place at Early's, and one trailer fire. One of the things with Early's is we need to get a list of buildings that are inhabitable. He had 5 guys in the basement when Mr. Longreen came over and told the Incident Commander that we shouldn't be in there. After he went in, where the hole in the basement is, he saw a foot print that was about 5 inches from falling in the hole. Mr. Cornell asked if it is possible for Light-Heigle to provide us with a list. Mrs. Wilbern noted she has already been in contact with Mr. Sowers from Light-Heigle and he is going to forward all the buildings that he had marked inhabitable since they have been here. Chairman Yingling commented from the condition of the building, he saw equipment being moved out of it, and from a safety standpoint, how do we treat that. Discussion was held on the issue. The building has been listed as inhabitable/unsafe for occupancy. Chairman Yingling has concerns about someone getting hurt and the Fire Co. going in to save the individual and a fireman getting hurt trying to save an individual that shouldn't be in the building. Discussion continued. Chief Theal now has it marked with the County that it is exterior firefighting only. If someone calls about that address and County dispatches, it will come up. That is what he would like to do for any buildings that are inhabitable so we know about it right away. Chairman Yingling asked if they get called to a structure like that and it is suspected someone is in the building and hurt, what do you do. Chief Theal noted that would be a judgement call for the Incident Commander, if we can make a quick grab or we can't. Chairman Yingling asked if Mr. Cornell and Mrs. Wilbern can get together with the Solicitor and discuss what can or cannot be done in these situations. Mr. Hess asked since the Chief works in much larger more metropolitan areas, what happens in the city. Are there a lot of buildings listed as inhabitable or condemned? Chief Theal noted those buildings come up on the screen when they are dispatched, and also if they have made any terroristic threats against firemen or EMS personnel that comes up also. That gets reported through the police and is put in, and if it gets reported through County and the Fire Marshall that gets put in. Ours is exterior only and someone has to make the judgement call if there is someone in the building. Chief Theal noted he spoke to a couple people about the Township's Fire Marshall. He is it by default since the Municipality doesn't have one. He would like to be considered for the position of the Township's Fire Marshall. There are 3 major jobs the Fire Marshall should do; do the fire investigation and determine the cause and the point of origin and assisting with law enforcement in their chain of custody, building plan reviews from the public safety

standpoint, and to maintain a list of buildings in the Township that are exterior only for the safety of the Fire and EMS personnel. He has been in the fire service for 40 years, been the Chief at Grantville and also a Deputy and Assistant Fire Chief at Palmyra, in the Chief's position almost 20 years. In those roles he has helped determine the cause of several fires with several Fire Marshalls throughout the Commonwealth. He has attended several different classes on arson detection and investigation. He has also had several classes on fire behavior. He currently works at Prince Williams County Fire and Rescue as a firefighter/paramedic. At his job he performs yearly fire safety inspections for businesses in Prince Williams County and we need to know the current County codes for buildings. He believes he can be of great assistance to help the Supervisors with a growing Fire Marshall position. Solicitor Stinnett noted the position may have to be recreated by Resolution again. Mrs. Casey will research the Resolutions. By consensus, the Township will go through the process of recreating the position. Mr. Rish asked if the State Police Fire Marshall is immediately involved in any investigation. Chief Theal noted they want the Township Fire Marshall to handle investigations with cause and origin. If it goes over a certain dollar amount, a determination that it is arson, or a death or a serious injury, then the State Police Fire Marshall gets involved. Discussion continued. Chairman Yingling asked when the State Fire Marshall is called, do they still allow you as a Township Fire Marshall to be involved. Chief Theal noted they are. Discussion was held on other surrounding Townships having Fire Marshalls. Chairman Yingling asked if the dry hydrants will be tested before summer. Chief Theal noted we have started to test them.

#### **FORT INDIANTOWN GAP – DAVID B. WEISNIGHT**

Mr. Weisnicht reported as of the 18<sup>th</sup> of April we have had over 69,000 troops train at the Gap. For the next week there will be 6,500 troops training at the Gap. Monday is the start of our annual training period and the levels will continue to rise. Mortar fire training followed by demolitions training, Bradley fighting vehicle, and field artillery training will all take place during May. Helicopter classes will be going on at Muir Army Air Field. We are the second busiest heliport in the Army. Mr. Rish commented a few years back, there was talk about extending the runways and asked if it passed or still under consideration. Mr. Weisnicht commented it is still under long term strategic consideration since there are buildings on the Gap that need to be taken into consideration to extend it. He discussed the buffer program. Mr. Smith asked if there is an update on the access control project. Mr. Weisnicht felt we are looking at 2 years before we set those points up. He described the type of identification that would be required to get on the Gap. There will be a visitor center. The local communities will be involved as we get closer to the time. They have reached out to East Hanover Lebanon since some of their roads will be effected by the access control. Mr. Smith asked if they were involved in the Lt. Governor fiasco. Mr. Weisnicht noted they were not. That was a separate thing, is handled by the Department of General Services, and a separate State Police detail guards that.

## UNFINISHED BUSINESS

### AUTHORIZATION TO SUBMIT REVISED RFP AND STUDY COMMITTEE LIST TO DCNR

Ms. Stebbins asked for approval for the revised RFP, Scope of Work and Study Committee List. The original was submitted to DCNR and they noted it was way too vague. They wanted some expansion. They provided her with suggestions on specific items to include using Brighton Township's Trail and Greenway Plan. That is what is included in the new Scope of Work. Since she originally submitted the revised documents to the Board for review, she added an additional item which is the Trail Map. The Trail Map was given to her by a resident. Mr. Smith asked if she received the funding from DCNR. Ms. Stebbins noted she did since we are permitted to request an early portion and we received a check for that. Mr. Smith asked if we needed to advertise. Ms. Stebbins noted we do, but it didn't have to be a public advertisement. She has 5 different companies that have expressed an interest in receiving the RFP. We can advertise it or give it to the specific companies. That is our choice. Solicitor Stinnett noted there are several schools of thought. The more you invite to respond, you get a better sampling of ideas and you might get better proposals. Ms. Stebbins noted reviewing the RFP's would be the first task the Study Committee would do. They would make a recommendation and that would be brought to the Board. Mr. Cornell asked if Solicitor Stinnett ever work with Pennbid. He felt that would be a better way to get the word out. Solicitor Stinnett noted it is a very good platform, but mostly for construction projects. Ms. Stebbins commented most of the contractors that have called learned about the project when the DCNR awards were announced. Mr. Hess noted he had mix emotions about how to advertise it, and how to review the people that come back to you. You don't want the Study Committee to have to review proposals from 26 different people. How do you do that? Solicitor Stinnett noted what we recommend is a grading process. Mr. Hess asked who determines the grade. Solicitor Stinnett commented it is however you want it. The Study Committee could grade it. Grayson provides you with the grading sheets so they will have their top 5 they want to talk to. You will also be able to see them. Chairman Yingling explained his experience with the grading system and is sold on the idea that it is a fair way to do it. Discussion was held on the grading system and the last proposals received. Mr. Smith asked if Ms. Stebbins was comfortable with the 5 firms that expressed interest, or would she prefer we advertise. Ms. Stebbins noted she is comfortable with them. If they are looking at the DCNR grants awarded it shows that they have initiative and have experience. Chairman Yingling noted the pro's and con's, but if you get the word out, there may be someone out there that may have missed the DCNR list and may come back with a great proposal. He felt we may be missing an opportunity if we don't advertise. Discussion continued on the advertising. Paul McNamee commented that one of the ways you can reduce the size of the RFP's is to limit the pages. He discussed his experience with RFP's and offered his expertise on how to limit the number of pages. Mr. Rish noted he is leaning with Chairman Yingling, to advertise and get more proposals. If you could limit the number of pages that would be great.

- **Mr. Smith made a motion to approve the proposed RFP for the Trail and Greenway Master Plan and move forward with advertising and collecting**

**proposals, and the proposals are to be reviewed by the Committee on a number grading system. Mr. Rish seconded the motion.** Ms. Stebbins asked wouldn't implementing the suggestions drastically change the RFP and would she need to come back to the Board with another draft RFP. Chairman Yingling commented the page limits wouldn't need approval, the matrix would have to be worked out by staff and the Board can be informed of what the questions are. He continued his discussion. It was noted she would not have to bring back the proposal to the Board. **The motion was approved 5 in favor, 0 opposed.**

Discussion was held on the Study Committee List.

- **Mr. Smith made a motion to approve the proposed Study Committee as listed with the addition of Anthea Stebbins. Mr. Rish seconded the motion. The motion was approved 5 in favor, 0 opposed.**

## **NEW BUSINESS**

### **2017 VOLUNTEER BANQUET - CONTRACT**

Mr. Cornell commented you have asked Ms. Stebbins to put some of this together. We gave her a hand by going out to the Holiday Inn to get a contract. Ms. Stebbins shared the previous costs. He provided the Board with a projected cost for 200 individuals which was the invite last years. 140 attended. The terms and conditions of the contract for execution would require that we go forward and an initial \$250.00 deposit would be needed. I have yet to get the contract, but they said it would be the same as last years with the exception of the cost changes for the buffet dinner. If the Board approves it, attached are the letters to go out for fund raising and the invitations. Mr. Smith noted it ended up costing \$1,800 last year. Mr. Cornell commented that was what was not covered by donations. Chairman Yingling noted we will want to try to get more sponsors to get that number down, but it is the only time we recognize the people that volunteer their time and felt it is a worthwhile expenditure. The guest speaker is a local motivational speaker who is known very well in the area. Mr. Hess asked what the likelihood of getting a few more sponsors. Chairman Yingling felt if we, the Board members, all made 2 phone calls, we could get that to zero. Mr. Hess felt we should get more sponsors because last year, it's easy to give someone flack, but it's not that I disagree with the banquet. I don't think it's a bad thing, but I don't think volunteers volunteer for us to spend tax money on something like this. I think we should get some more sponsors, and I don't know if it is the proper way to spend money. I think we should move forward with it, but if we don't find the sponsors, I think we should take into consideration what we are going to do next year. Mr. Smith commented one of the things we talk about at the Park & Rec Board meetings is the difficulty in finding volunteers. Perhaps we can use this as a mechanism to encourage more volunteers. Chairman Yingling noted he would like to see this be a nicer event each year. The people that come out to volunteer put a tremendous amount of time and energy into the Township and they don't ask for anything. He agrees that we need to be cognizant of spending Township money, and last year we were able to keep it below \$2,000.00.

- **Mr. Smith made a motion to proceed with planning for a Volunteer Dinner on June 22<sup>nd</sup> with the objective of having it paid for through sponsorships,**

**and enter into the contract subject to staff review. Mr. Rish seconded the motion. The motion was approved 5 in favor, 0 opposed**

#### **REQUEST FOR PLAN EXTENSION – MANHEIM AUTO AUCTION**

Mrs. Wilbern noted this is concerning the Manheim Auction Land Development Plan. They have decided to move forward with the plan which will require granting the Township an extension until December 31, 2017.

- **Mr. Rish made a motion to accept the grant of an extension of time for the Manheim Auto Land Development Plan to December 31, 2017. Mr. Moyer seconded the motion.** Mr. Smith asked if there is any downside to doing this. Mrs. Wilbern noted if you were to not accept the time extension this evening, you would have to act on the plan this evening and there are still outstanding items. **The motion was approved 5 in favor, 0 opposed.**

#### **AUTHORIZATION TO PRINT SUMMER NEWSLETTER**

- **Mr. Rish made a motion to authorize the printing of the Summer Newsletter as presented. Mr. Hess seconded the motion.** Ms. Stebbins noted Mr. Smith read through the Newsletter and suggested she include in it the link on the website for people to sign up for the Park and Recreation Monthly Newsletter and Volunteer Newsletter so she will incorporate that before it goes to print. **Mr. Rish amended his motion to include the information just presented. Mr. Hess seconded the amended motion. The motion was approved 5 in favor, 0 opposed.**

Discussion was held on submitting the newsletter somewhere for rewards. Discussion was held on future information for the newsletter.

#### **REQUEST TO PARTICIPATE IN ASSESSMENT APPEAL – BNG ASSOCIATES**

Mr. Cornell noted we received a request from the law office of Shaffer & Engle. This was sent to the Township, Dauphin County and the School District. BNG Associates/Comfort Suites is filing an assessment appeal. If the Board wishes to oppose that we would need to do an appraisal of our own and have it countered at the assessment appeal. The Board has an offer from the others to participate, the Township amount being 1.4%, estimated pro-rated share \$98.00. The difference is \$259.02 and is it worth spending the \$98.00 to keep \$161.02. Solicitor Stinnett noted in the past, the Board has taken the position that they would not participate because they didn't like appealing assessment appeals. Mr. Rish asked if the other entities have already agreed to appeal. Mr. Cornell noted if we would decide to appeal, it would be conditioned on the other entities agreeing. Mr. Smith asked what Solicitor Stinnett's opinion is as to why they would appeal it. Solicitor Stinnett noted it is very common. Sometimes the math doesn't make sense to him, it does to larger corporations who have larger commercial industrial properties. We don't see many here. Mr. Hess commented it's not a small amount of money, we are only seeing the part of our money. Mr. Smith asked if it is an option not to take action. Solicitor Stinnett noted that was what the Board did the last time. If we don't participate, it is up to the other entities to cover the \$98.00 which they would probably do. Mr. Hess commented with the small amount of money, our decision isn't going to influence anyone one way or the other.

Solicitor Stinnett noted the county and school district are going to continue to defend the appeal regardless whether the Township participates. Mr. Hess noted it makes sense just to not act on it.

### **BUSINESS FROM THE PUBLIC**

Paul McNamee, project manager for the Public Works Building noted they have pretty much finished up the final paving. They still have the final seeding to do. We will then close out the NPDES permit once we get the sedimentation basins ready and the final grading is done. The general contractor has requested a final occupancy inspection. We have run into a few minor operational issues. He has been in touch with EI Associates to get all the close out documents prepared. Once those are received we can then draw down the retainage on the contracts. We will hold retainage on the general contractor for final seeding and grading and to make sure it takes.

### **OTHER BUSINESS**

Mr. Hess noted he and Mrs. Wilbern attended a session at PSATS and definitely learned a little bit more than we ever knew about Ag Security areas and Land Preservation. Everyone knows I don't like any more committees than absolutely necessary, but I do think we need to look at how we form that committee for the Ag Security Area. Do we work with County Planning on this? Mrs. Wilbern noted she would have to look at the information she got at the conference. Mr. Hess felt some of the things we learned have issues with our Zoning Ordinance. Our Zoning ordinance couldn't supersede Pennsylvania Law. There are issues with having the areas enrolled in the Ag Security area which we should have done before some of the other things we are looking at. Mr. Smith asked what Ag Security is. Mrs. Wilbern commented there are agriculture easements and Ag Security. With the Ag Security, if you are a farm owner and you are in an Ag Security program, the nuisance laws the Township may have pertaining to property maintenance code, things like that, some zoning issues with locations to where barns could be, etc., you are protected from that. It is a process the applicant would have to go through, and it goes through County. What the County has told her is that historically the Township has just not acted on them. There is a review period, or just not acting on it, it automatically becomes an Ag Security and it stays on the map. What she and Mr. Hess learned from the seminar, apparently they are supposed to be reviewed every 7 years, and there is a lot to it that was never implemented here. She couldn't find anything here, but the information was provided to her by County. Mr. Hess commented when you see signs like "This farm has been preserved by", his understanding is that gets a much higher ranking in preserving the farm should you be in an Agriculture Security already.

Discussion was held on the PSATS Conference seminars and their value.

Solicitor Stinnett noted he would like to have an Executive Session after the meeting to discuss a litigation issue.

Chairman Yingling commented the next Supervisors meeting will be held Monday, May 15<sup>th</sup> at Crawford Rd. due to the Primary. He thanked the Township Staff and noted we

are looking at ways to let the Township residents know more of what goes on in the Township.

**Mr. Rish made a motion to adjourn. The meeting was adjourned at 8:13 PM.**

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Deborah A. Casey". The signature is fluid and cursive, with a large initial "D" and "C".

Deborah A. Casey  
Secretary/Treasurer