

**EAST HANOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
January 4, 2021**

**CALL ORDER**

Temporary Chairman Rish called the January 4, 2021 Regular Reorganization and Regular Meeting of the East Hanover Township Board of Supervisors to order at 7:00 pm via Zoom Video Conferencing.

Chairman Rish stated the Public Guidelines of Decorum require all individuals wishing to make public comment need to do so by e-mailing [assttwpmgr@ehtdcpa.org](mailto:assttwpmgr@ehtdcpa.org) or you may raise hand in the Zoom program option. Public Comments will be taken at the end of the meeting. Under regulations you will need to provide your full name and address for the record.

**IN ATTENDANCE:**

**SUPERVISORS:**

George Rish, Chairman  
Chad Leese, Vice Chairman  
Mike Yingling  
Rick Smith  
Smittie Brown

**ALSO PRESENT:**

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

**APPOINTMENTS AND COMPENSATION:**

- **Chairman:** Mr. Yingling made a motion to reappoint Mr. Rish as Chairman to the Board of Supervisors. Mr. Leese made a motion to nominate himself. Mr. Rish was appointed by a majority consensus.
- **Vice-Chairman:** Mr. Yingling made a motion to appoint Mr. Smith as Vice Chairman to the Board of Supervisors. Mr. Leese made a motion to nominate himself. The vote for Mr. Smith was 2-2-1. Mr. Brown and Mr. Leese voted No; Mr. Smith was neutral. Mr. Leese was appointed by a 4-1 majority vote with Mr. Yingling voting No.
- **Personnel Committee:** Mr. Yingling made a motion to appoint Mr. Smith for a 3-year term on the Personnel Committee. Mr. Leese seconded the motion and the motion carried with a 5-0 vote.
- **Secretary/Treasurer:** Mr. Yingling made a motion to appoint Sharon Umberger to the position of Secretary/Treasurer for 2021. Mr. Smith seconded the motion and motion carried with a 5-0 vote.
- **Deputy Secretary/Treasurer:** Mr. Yingling made a motion to appoint Paul Cornell as the Deputy Secretary/Treasurer for 2021. Mr. Brown seconded the motion and the motion carried with a 5-0 vote.
- **Zoning Officer:** Mr. Yingling made a motion to appoint Jackie Wilbern as the Zoning Officer for 2021. Mr. Leese seconded the motion and motion carried with a 5-0 vote.
- **Establishment of Treasurer's Bond - \$4,500,000:** Mr. Yingling made a motion to approve the establishment of a Treasurer's Bond in the amount of \$4,500,000. Mr. Leese seconded the motion and motion carried 5-0.
- **Establishment of Township Manager's Bond - \$4,500,000:** Mr. Yingling made a motion to approve the establishment of a Township Manager's Bond in the amount of \$4,500,000. Mr. Smith seconded the motion and motion carried 5-0.
- **Establishment of Assistant Manager's Bond \$100,000:** Mr. Yingling made a motion to approve the establishment of an Assistant Township Manager's Bond in the amount of \$100,000. Mr. Smith seconded the motion and motion carried 5-0.
- **Establishment of Township Administrative Assistant Bond \$50,000:** Mr. Yingling made a motion to

approve the establishment of an Administrative Assistant Bond in the amount of \$50,000. Mr. Smith seconded the motion and motion carried 5-0.

- **Establishment of Township Park & Recreation Director Bond \$50,000:** Mr. Yingling made a motion to approve the establishment of a Park & Recreation Director's Bond in the amount of \$50,000. Mr. Smith seconded the motion and motion carried 5-0.
- **Solicitor – Salzmann Hughes LP:** Mr. Yingling made a motion to appoint Salzmann Hughes LP as Solicitor. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.
- **Solicitor to Zoning Hearing Board – Caldwell & Kearns:** Mr. Yingling made a motion to appoint Caldwell & Kearns as Solicitor to Zoning Hearing Board. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.
- **Engineering Firm – HRG, Inc.:** Mr. Yingling made a motion to approve the engineering firm, HRG, Inc., per fee schedule as approved. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.
- **UCC Building Inspector – Light-Heigel:** Mr. Yingling made a motion to approve the UCC Building Inspector, Light-Heigel. Mr. Smith seconded the motion and motion carried 5-0.
- **Sewage Enforcement Officer – Spencer SEO Services:** Mr. Yingling made a motion to approve the Sewage Enforcement Officer-Spencer SEO Services. Mr. Leese seconded the motion and the motion carried with a 5-0 vote.
- **Vacancy Board Chairman: Rob Hess:** Mr. Yingling made a motion to appoint Rob Hess as Vacancy Board Chairman. Mr. Leese seconded the motion and the motion carried 5-0.
- **Voting Delegate to PSATS Convention – Smittie Brown and Alternate Delegate-Paul Cornell to PSATS Educational Conference –**Mr. Yingling made a motion to approve Voting Delegate to PSATS Educational Conference-Smittie Brown, and Alternate Delegate, Paul Cornell to the PSATS Educational Conference. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.

- **Boards, Commissions and Councils**

- **Resolution 2021-01 - Special Fire Police:** Mr. Leese made a motion to adopt Resolution R-2021-01, a Resolution by the Board of Supervisors of East Hanover Township, appointing the Special Fire Police and establishing duties of the same. Mr. Yingling seconded the motion and the motion carried with a 5-0 vote.
- **Resolution 2021-02 – Zoning Hearing Board Appointments:** Mr. Yingling made a motion to adopt Resolution R-2021-02, a Resolution by the Board of Supervisors of East Hanover Township, appointing the Zoning Hearing Board to reappoint Shirley Allison through December 31, 2024. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.
- **Resolution 2021-03 – Municipal Authority Appointments:** Mr. Yingling made a motion to adopt Resolution R-2021-03, a Resolution by the Board of Supervisors of East Hanover Township, appointing the Municipal Authority to reappoint David Craig to another five-year term, with the term ending December 31, 2025. Mr. Brown seconded the motion and the motion carried with a 5-0 vote.
- **Resolution 2021-04 – TCC Delegates:** Mr. Yingling made a motion to adopt Resolution R-2021-04, a Resolution by the Board of Supervisors of East Hanover Township, appointing Paul Cornell and Sharon Umberger as TCC Delegates. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.
- **Resolution 2021-05 – Planning Commission:** Mr. Leese made a motion to adopt Resolution R-2021-05, a Resolution by the Board of Supervisors of East Hanover Township, appointing the Planning Commission to reappoint Steve Walters to term ending December 31, 2024. Mr. Yingling seconded the motion and the motion carried with a 5-0 vote. Mr. Leese made a motion to regretfully accept the resignation of Kim Zimmerman from the Planning Commission. Mr. Yingling seconded. Motion carried 5-0.

- **Resolution 2021-06-Park and Rec Board:** Mr. Brown made a motion to adopt Resolution R-2021-06, a Resolution by the Board of Supervisors of East Hanover Township, appointing the Park and Rec Board to reappoint Laurie Reichert to another five-year term, with the term ending December 31, 2025. Mr. Leese seconded the motion and the motion carried with a 5-0 vote.
- **Capital Region Council of Governments-Paul Cornell, Delegate with Bryan Ziegler, Alternate Delegate.** Mr. Yingling made a motion to appoint Paul Cornell as Delegate and Bryan Ziegler as Alternate Delegate to Capital Region Council of Governments. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.
- **Appointment of the Board of Supervisors Liaisons to Boards and Commissions**
  - **EMA-Mr. Yingling:** Mr. Smith made a motion to appoint Mr. Yingling as the Board Liaison for EMA. Mr. Leese seconded and the motion carried with a 5-0 vote.
  - **Park & Recreation-Mr. Smith:** Mr. Yingling made a motion to appoint Mr. Smith as the Board Liaison for Park & Recreation. Mr. Brown seconded and the motion carried with a 5-0 vote.
  - **Planning Commission-Mr. Leese:** Mr. Smith made a motion to appoint Mr. Leese as the Board Liaison for the planning commission. Mr. Rish seconded and the motion carried with a 5-0 vote.
  - **Water & Sewer Authority-Mr. Brown:** Mr. Yingling made a motion to appoint Mr. Brown as the Board Liaison for Water & Sewer Authority. Mr. Smith seconded and the motion carried with a 5-0 vote.
  - **Fire Company-Mr. Rish:** Mr. Yingling made a motion to appoint Mr. Rish as the Board Liaison for the Grantville Volunteer Fire Company. Mr. Smith seconded and the motion carried with a 5-0 vote.
  - **Public Works-Mr. Yingling:** Mr. Smith made a motion to appoint Mr. Yingling as the Board Liaison for Public Works. Mr. Rish seconded and the motion carried with a 5-0 vote.
- **Resolution 2021-07- Adopting Professional Services Fee Schedules:** Mr. Yingling made a motion to adopt Resolution R-2021-07, a Resolution by the Board of Supervisors of East Hanover Township, adopting the Professional Service Fee Schedules for Engineering, SEO and Code Enforcement Fee schedules. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.
- **Resolution 2021-08- Adoption Township Fee Schedule:** Mr. Yingling made a motion to adopt Resolution R-2021-08, a Resolution by the Board of Supervisors of East Hanover Township, appointing the Township Fee Schedule. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.

**Depository of Township Funds – Fulton Bank, Jonestown Bank and Trust, Centric and PLGIT:**

Mr. Yingling made a motion for the depository of Township Funds to Fulton Bank, Jonestown Bank and Trust, Centric and PLGIT. Mr. Smith seconded and the motion carried 5-0.

**Mileage Compensation – At the published IRS rate and is subject to change during the year 2021. The Board of Supervisors shall be notified at a public meeting of any change in the rate.**

Mr. Yingling made a motion to approve the Mileage Compensation, at the published IRS rate at .56/mile, and is subject to change during the year 2021. Mr. Smith seconded and the motion carried 5-0.

## REGULAR MEETING OF THE BOARD OF SUPERVISORS

### APPROVAL OF MEETING MINUTES:

Mr. Smith made a motion to **approve the Board of Supervisor's meeting minutes from December 15, 2020.**

Mr. Leese seconded the motion. **Motion carried 5-0.** (Note: Mr. Brown-should have abstained not Supervisor at that meeting).

Mr. Yingling requested that Solicitor discuss the Planning Commission as a recommending body. Mr. Leese and Chairman Rish suggested that it needs to be an agenda item at a later meeting. Solicitor Stinnett concurred.

### TREASURER'S REPORT

Mr. Cornell presented invoices for payment consideration.

	Invoices due and paid 12/16/20- 12/29/20	12/30/20 Invoices for Consideration 01/04/21
General Fund	\$ 60,403.11	\$ 48,354.57
Liquid Fuels Fund	\$ 0	\$ 2,204.60
<b>Total</b>	<b>\$ 60,403.11</b>	<b>\$ 50,559.17</b>

Mr. Smith made a motion to **approve the bills as paid prior to the meeting and to pay the bills as presented on January 4, 2021.** Mr. Leese seconded the motion. **Motion carried 5-0.**

### Correspondence:

No correspondence listed for this meeting but there was an item that came in after the agenda was established that will appear for the next meeting.

### Reports:

**Grantville Volunteer Fire Company:** Chief Saul Schmoltz provided a written report. Reported two structure fires in the township last month. Asked whether there was a decision on Fire Study. Mr. Cornell expects that the Fire Study will be up for consideration next meeting. Mr. Brown asked about the status of vaccines for 1<sup>st</sup> responders. Chief Schmoltz said there are classification groups from the county. Group 1A is nurses/nursing homes/healthcare facilities, Group 1B is Fire Companies/Police, so vaccines should be available soon to these 1<sup>st</sup> responders. ISO (Insurance Services Office) will be at the firehouse next week to see if any improvements are needed.

**Emergency Management:** Mr. Johnson provided a written report and gave a year in review, which was dominated by the Pandemic. The Public Safety meeting was cancelled in March but was held in June and September. National Incident Management Systems information link to be sent to Supervisors who are encouraged to take FEMA Emergency Management Institute course ISO-100 and ISO-700 for certification. Paul to check for certifications on file.

**Fort Indiantown Gap:** Mr. Weisnicht reported that little is happening at the Gap right now, minimal flights. The National Guard is still training.

**Unfinished Business:**

**Ratify Resolution R-2020-57 Proclamation for Disaster 12/24/2020; 12/31/20**

Mr. Leese made a motion to accept the already signed National and State Disaster Declarations in Resolution 2020-57 for 12/24/20. Mr. Yingling seconded. Motion carried 5-0. Mr. Leese made a motion to accept the already signed National and State Disaster Declarations in Resolution 2020-53 for 12/31/20. Mr. Yingling seconded. Motion carried 5-0.

**Approval of R-2021-09 Proclamation for Disaster 1/7/2021**

Mr. Leese made a motion to approve the Resolution 2021-09 National and State Disaster Declaration for January 7, 2021. Mr. Yingling seconded. Motion carried 5-0.

Mr. Leese asked the Solicitor whether the Disaster Declarations could be approved by the Supervisors monthly. Solicitor Stinnett felt that a self-renewing resolution could be made at the next meeting, which would be a once and done resolution.

**New Business:**

**Request to authorize the development of an agreement with Manada Conservancy**

Jhane Kunkel and Paul Cornell spoke of benefits for both considering a partnership. The Manada Conservancy has a grant writer who assists in obtaining a DCNR grant. Mr. Smith made a motion to approve of the township staff and Solicitor to move ahead with developing an agreement with the Manada Conservancy.

**Business from the Public:**

**Tina Hastie-Fox Run Road** -expressed in the past the need for correspondence to be shared in a public forum. Tina read a letter she wrote to the Township Supervisors addressing the BOS meeting on December 15<sup>th</sup>, and the actions of Mr. Yingling who questioned staff about township processes for a period that far exceeded the usual amount of time permitted.

**Supervisor Comments:**

**Chairman Rish**-apologized to Tina for his handling of that BOS meeting.

**Mr. Yingling**-stated at the time of the BOS meeting there was no conflict of interest because the offer was withdrawn and expressed that some points in her letter were incorrect.

**Mr. Leese**-Asked whether there was notification from Chesapeake Estate about a water main break. Mr. Ziegler said there was notification and new owners were on top of it-water was trucked in.

**Mr. Smith**-brought up the traffic counters being used for the road study. A decision was made to update residents on the website about the purpose of the traffic counters.

**Adjournment:**

Mr. Yingling made a motion to adjourn the meeting. The meeting adjourned at 8:30 pm.

  
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Sharon Umberger, Recording Secretary