

**EAST HANOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
January 19, 2021**

**CALL TO ORDER**

Chairman Rish called the January 19, 2021 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 until 8:20  
Chad Leese, Vice Chairman  
Smittie Brown  
Rick Smith

**ALSO PRESENT:**

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

**APPROVAL OF MEETING MINUTES:**

Mr. Leese made a motion to approve the Board of Supervisors meeting minutes from January 4, 2021. Mr. Brown seconded the motion. **Motion carried 4-0.**

**TREASURER'S REPORT**

Mr. Cornell presented report, as well as invoices for payment consideration.

Dec	Revenue		
General Fund	\$ 346,395.21		
Fire Fund	\$ 321.07		
Street Light Fund	\$ 1.02		
Liquid Fuels Fund	\$ 40.75		
<b>Total</b>	<b>\$ 346,758.05</b>		
Dec	Expenses	Invoices due and paid 01/05/21-01/14/21	01/15/21 Invoices for Consideration on 01/19/21
General Fund	\$ 329,232.82	0	\$ 86,538.78
Fire Fund	\$ 4,217.17	0	\$ 1,739.00
Street Light Fund	\$ 626.50	0	\$ 629.47
Liquid Fuels Fund	\$ 2,778.74	0	\$ 0
<b>Total</b>	<b>\$ 336,855.23</b>	<b>0</b>	<b>\$ 88,907.25</b>

Mr. Smith made a motion to approve bills as presented from 1/05/21 thru 1/19/21. Mr. Leese seconded. **Motion carried 4-0.**

## **Correspondence:**

- a. Letter from Tina Hastie
- b. Letter from Susan Webb

## **Reports:**

**Public Works-** Bryan Ziegler provided written report. Mr. Leese asked about the timing of the Devonshire Heights project, which Mr. Ziegler confirmed it will proceed after school closes in June. Mr. Brown complemented Mr. Ziegler's report, as a new Supervisor felt that it was comprehensive and easy to review status of projects. Mr. Smith wanted to know the expected date for the Park and Rec Annex to be available for community use. Park/Rec and public works are making this project a priority to complete to receive final inspection.

**Municipal Authority Report-** Paul Cornell provided written report. Municipal Authority welcomed Mr. Brown as the new liaison. Glace Associates report is being prepared to go forward to DEP. Connection requests have been received from the Holiday Inn and the warehouse.

**Manager's Report-**Paul Cornell provided written report.

**Solicitor's Report-**Lee Stinnett had no formal report.

**Emergency Management-**Ron Johnson was not present.

**Park and Recreation** –Jhane Kunkel had no stand-alone report but many action items later in agenda.

**Codes and Zoning Report-**Jackie Wilbern provided a written report and action items later in agenda.

**Municipal Engineer's Report-**Aaron Moyer provided written report. The road study is complete except for the traffic counts. Streambank stabilization permits came through without any corrections or comments. SALDO draft for review, final draft to BOS at the end of February. The paving project for Bow Creek road is closed out for 2020. Pipe repair for Station Road and Bow Creek Road is an action item later in the meeting.

**Grantville Volunteer Fire Company-**Wayne Isett is working on Grants for COVID and PEMA for GVFC. Flagpole has been replaced with costs covered by insurance payment and donation. Thanked Bryan and public works for 3 bulbs replaced in fire company parking lot. Wayne provided Supervisors with the 2021 GVFC Budget. The 2021 Fundraising brochure will be mailed within the 1st 2 weeks of February. The Hoss fundraiser this year is 1/31/21.

## **Unfinished Business:**

### **Station and Bow Creek Roads Drainage Pipe repair**

Aaron Moyer provided a written report to explain entire project in detail from start until now. After consulting with Aaron, Bryan Ziegler recommended putting a hold on Bow Creek Paving until possibly in 2022 instead of 2021 to address this issue. Some of the discussion included the repair process, possibility of delaying project, warranty, and budget. Mr. Leese made a **motion to authorize National Gunite move forward with the restoration of the Bow Creek Road 48" Pipe for \$183,423 and \$10,000 to replace large inlet by Public Works dept.** Mr. Smith seconded. **Motion carried 4-0.**

### **Fire Study Proposals**

Paul Cornell received three fire study proposals for the Supervisors to consider. Saul/Wayne pointed out that current inspections by ISO can also give feedback on any necessary replacements. Saul suggested using a local company who is familiar with this area. This discussion will be continued at the 2/2/21 BOS meeting.

### **Request to Authorize Agreement to be sent to the Manada Conservancy**

Jhane Kunkel received a revised copy of the agreement to be presented to the Manada Conservancy at their board meeting tomorrow. Mr. Cornell pointed out that the vote is to send the agreement and it is not yet Township approved. The agreement will come back to Township Supervisors for approval. Mr. Leese made a **motion to authorize the latest copy of the Manada Conservancy agreement, as well as Exhibit A for review.** Mr. Brown seconded. **Motion carried 4-0.**

### **New Business:**

#### **Consideration of Resignation, Greg Dovey from Planning Commission**

Mr. Leese moved that the board regretfully accept the resignation of Greg Dovey from the Planning Commission. Mr. Smith seconded. **Motion carried 4-0.** Mrs. Wilbern was in the process of advertising to fill one opening, now there are two openings on the Planning Commission.

#### **Renewing Resolution; Proclamation for Disaster Covid-19 R-2021-10**

Mr. Smith made a **motion to adopt renewing resolution R-2021-10 Disaster Proclamation for Covid-19.** Mr. Leese seconded. **Motion carried 4-0.**

#### **Resolution for Destruction of Documents R-2021-11**

Mr. Leese made a **motion to approve and accept Resolution-2021-11 for the destruction of documents per policy.** Mr. Smith seconded. **Motion carried 4-0.**

#### **Discussion of setting of Tax Collector Compensation 2022-2025**

Mr. Cornell shared that the current compensation for the tax collector is 5% of the collections received for the Township. Mr. Stinnett confirmed that if there is no action the compensation will remain the same. Loria Smith will not be seeking another term as tax collector. No change is made tonight but may revisit at the 2/2/21 BOS meeting.

#### **Comcast Franchise Renewal request for Hearing date and advertisement**

Mr. Leese made a **motion to advertise and set a public hearing date for March 2, 2021 at 7:30 pm regarding the Comcast Franchise Renewal.** Mr. Smith seconded. **Motion carried 4-0.**

#### **Request to have HRG write grant application(s) for Parks**

Grant 1-Park Rehabilitation-to carry out and build per Park Master Plan-HRG fee \$5,200.

Grant 2- Community Recreation and Planning Grant-to develop nature park at VFW-HRG fee \$4,200.

Aaron Moyer, HRG, presented that along with grant writing, includes studies/clearances and engineering stamp on the cost estimates. These grants being sought are 50/50 matching grants for Budget year 2022.

Andy Stein felt Supervisors should discuss the scope of budget issues that have already been presented at the 2<sup>nd</sup> meeting of the year. Sally Zaino, a member of the Trails and Greenways Committee, shared that it is a fantastic plan to take next step to implement the Park Master Plan. Mr. Smith suggested that an approval to write grant be postponed until all Supervisors are present.

**8:20 pm Chairman Rish left meeting and Vice Chairman Leese continued the meeting**

**Trails and Greenways plan request for Hearing Date**

Mr. Smith made a **motion to advertise and schedule a hearing date for 2-16-2021 for the Park and Rec Trails and Greenways plan.** Mr. Leese seconded. **Motion carried 3-0.**

**West Hanover Township Comprehensive Plan Amendment**

Mrs. Wilbern offered to receive/coordinate comments from the Supervisors to give feedback to West Hanover Township on proposed comprehensive plan changes. Comments are due prior to 2/16/21 WHT hearing date but are not required.

**Request for Time Extensions**

Mr. Smith made a **motion to accept the 90-day time extension granted by the developer with due date of 4/26/21 for Indiju Hospitality LDP.** Mr. Brown seconded. **Motion carried 3-0.**

Mr. Smith made a **motion to accept time 90-day extension granted by the developer with due date of 4/25/21 for the 392 & 410 Dairy Lane Subdivision.** Mr. Brown seconded. **Motion carried 3-0.**

**Storm Water Management Waiver**

Jhane presented a request for a waiver of SWMO for the installation of a trail system, pavilion, and parking lot at the community park. Discussion to be continued at 2/2/21 BOS meeting.

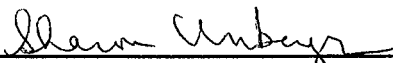
**Business from the Public: None**

**Comments from the Board:**

Mr. Smith reiterated his interest in the Park & Rec Annex availability for community use.

**Adjournment:**

Mr. Smith made a **motion to adjourn meeting.** The meeting adjourned at 8:40 p.m.

  
\_\_\_\_\_  
**Sharon Umberger, Recording Secretary**