

**EAST HANOVER TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING MINUTES**  
**February 16, 2021**

**CALL TO ORDER**

Chairman Rish called the February 16, 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 8:15  
Chad Leese, Vice Chairman  
Smittie Brown  
Rick Smith  
Mike Yingling

**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. Yingling made a motion to approve the Board of Supervisors meeting minutes from February 2, 2021. Mr. Smith seconded the motion. Motion carried 5-0.

**TREASURER'S REPORT**

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

January	Revenue		
General Fund	\$ 87,953.17		
Fire Fund	\$ 1,175.50		
Street Light Fund	\$ 129.07		
Liquid Fuels Fund	\$ 40.10		
<b>Total</b>	<b>\$ 89,297.84</b>		
January	Expenses	Invoices due and paid 02/03/21-2/12/21	2/12/21 Invoices for Consideration on 2/16/21
General Fund	\$ 204,532.46	0	\$ 73,585.98
Escrow Fund	\$ 0	\$ 19,492.65	\$ 0
Fire Fund	\$ 1,812.10	0	\$ 2,478.00
Street Light Fund	\$ 635.87	0	\$ 621.70
Liquid Fuels Fund	\$ 13,563.33	0	\$ 0
<b>Total</b>	<b>\$ 220,543.76</b>	<b>0</b>	<b>\$ 76,685.68</b>

Mr. Yingling made a motion to approve bills as presented from 2/03/21 thru 2/16/21. Mr. Smith seconded. Motion carried 5-0.

**Correspondence: None**

**Reports:**

**Public Works-** Bryan Ziegler provided written report. Mr. Brown asked whether signage on Route 22 was the responsibility of PennDOT. Mr. Ziegler stated Route 22 is a State road and PennDOT is responsible unless part of a permit process.

**Municipal Authority Report-** Paul Cornell provided a written report. Glace Associates will share their work regarding the Manada Oaks Sewer Project at the next Municipal Authority meeting. Several capital projects are scheduled for the Spring (i.e. manhole covers). There have been several sewer billing questions related to late fees and USPS delays. Keystone does photocopy envelope postmarks to support the billing of a late fees. Mr. Brown asked for clarification about transactions charged with the sewer bill processing. Mr. Cornell shared that credit card transaction charges must be recouped by Keystone Collections.

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

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

**Emergency Management-**Ron Johnson was not present. Chairman Rish pointed out Ron was on the agenda two weeks ago.

**Park and Recreation** –Jhane Kunkel provided a written report. Mr. Brown spoke with Lower Dauphin School District about the need for summer camp this year, the elementary schools are now open 5 days a week. The discussion continued about preparations for moving forward for summer programming. The Supervisors will need to decide later whether camp will be held in 2021. Mr. Yingling complimented Jhane on the appearance of the postcard mailing to residents this past weekend.

**Codes and Zoning Report-**Jackie Wilbern provided a written report. The Hanover Logistics plan has been submitted for the Planning Commission meeting next Tuesday. Mr. Smith asked Jhane and Jackie about the Park & Rec Annex permit. Jhane shared the grade of the ADA ramp was slightly off and needed lines for handicap parking. Light-Heigle will inspect when work is complete.

**Municipal Engineer's Report-**Aaron Moyer provided a written report and shared progress on projects. The road study is due 2/26 and will be shared with Supervisors. Mr. Moyer talked about ways that Township may be able to acquire funding because of HATS (Harrisburg Area Transportation Study) which plans for a 20–25-year outlook on traffic improvements.

**(The meeting was recessed to hold Public Hearing at 7:30 pm)**

Solicitor Lee Stinnett opened the dually advertised Public Hearing to consider the East Hanover Township Trails and Greenways Plan.

The Park and Recreation Director, Jhane Kunkel, provided an overview of the plan to provide comprehensive long-term Park Master Plan, noting that the Township went through an extensive process to develop the plan to be adopted. Jhane explained that plan includes the following paragraph found on page 1, **"Any trails that are proposed on private lands can only be implemented with the approval of the owner. It is not a recommendation of this report to exercise eminent domain to acquire land for trails."**

Mr. Yingling and Mr. Smith were both part of this extensive process.

Public Comments: None

**Solicitor Stinnett closed the Public Hearing at 7:37 pm.**

Mr. Yingling made a **motion to approve Resolution R-2021-21 to accept the East Hanover Township Trails & Greenways Plan.** Mr. Brown seconded. **Motion carried 5-0.**

**(The meeting was reconvened to return to the Board of Supervisors Regular Meeting at 7:39 pm).**

**Grantville Volunteer Fire Company**-Wayne Isett provided the board with GVFC January Treasurers Report. The Park & Rec Easter Drive thru has been approved. The new Fund Drive Brochure will be mailed this Friday to 2,966 residents and businesses. The Spaghetti Dinner Fundraiser was cancelled. Hoss's is going to repeat the GVFC fundraiser on 2/27/21, coupons are in the Fund Drive Brochure.

### **Unfinished Business:**

#### **Fire Study Proposals**

Paul Cornell provided fire study proposals with references for the Supervisors, Wayne Isett and Chief Schmolitz to consider. Discussions continued about the companies and which would provide the best assessment for future decision making. Mr. Smith made a **motion to proceed with a Comprehensive Fire Assessment Study and engage Keystone (Keystone Community Medical Services LLC) for a total cost not to exceed \$15,000.** Mr. Yingling seconded. **Motion carried 5-0.**

#### **Acceptance of Costs for Bridge Bundling (Planning)**

The Township received the Bridge Bundling Planning Costs (Right of Way and Design), Dauphin County will pay 60% and the Township 40%. County will request the Township to "sign off" on various stages of the project until the project is complete. The Township has received \$50,000 from West Hanover Township toward the bridge bundling project. The full cost of this work will be paid through the Dauphin County Infrastructure Bank loan to come before the Board for approval later in March. The loan will be paid back with Liquid Fuels. Mr. Yingling made a **motion for the Township Manager to proceed with signing the document for Planning Cost Approval.** Mr. Leese seconded. **Motion carried 5-0.**

#### **Request increase for Mike Curley**

Mr. Ziegler requested that the board authorize the \$1.00 per hour increase for Mike's promotion based on the original March 2020 request. Mr. Yingling made a **motion to approve \$1/hour increase for Mike Curley, Assistant Public Works Director.** Mr. Brown seconded. **Motion carried 5-0.**

#### **Consideration of Dairy Lane Subdivision**

Mrs. Wilbern presented the Planning Commission's recommendation concerning the "392 & 410 Dairy Lane Subdivision Plan". The applicant proposed to join two tracts: a 42.703-acre parcel consisting of two single family dwellings (392 & 410 Dairy Lane) and a vacant land-locked 4,572-acre lot. The tracts will then be subdivided into a 19.93-acre lot consisting of two dwellings and a 27.34-acre lot proposing a new single-family residence. East Hanover Township, Lebanon County, has signed off on involvement with the plan due to the amount of acreage in their Township being minor.

Mr. Leese made a **motion to grant waiver SALDO Section 303-Submission of a preliminary plan.** Mr. Smith seconded. **Motion carried 5-0.**

Mr. Leese made a **motion to grant waiver SALDO Section 402.3.4-Requirement for wetland study.** Mr. Smith seconded. **Motion carried 5-0.**

Mr. Leese made a **motion to grant waiver to SALDO 402.5.9.3 soil engineering report.** Mr. Smith seconded. **Motion carried 5-0.**

Mr. Leese made a **motion to approve the "392 & 410 Dairy Lane Subdivision, conditioned upon the comments in HRG's January 26, 2021 letter are satisfied, and that the placement of the driveway will be addressed prior to recording.** Mr. Smith seconded. **Motion carried 5-0.**

#### **New Business:**

##### **Consideration of Opening on Planning Commission**

Mrs. Wilbern originally received four letters of interest for the two planning commission openings, however, Scott Graves has since withdrawn his letter. The letters of interest to be considered came from Tina Hastie, Shelly Fetterhoff, and Doug Huyck. Mr. Yingling asked the three applicants why they should be selected for the vacant position.

Mr. Yingling made a **motion to appoint Doug Huyck to the Planning Commission.** Mr. Brown seconded. **Motion carried 5-0.** Mr. Yingling made a **motion to appoint Shelly Fetterhoff to the Planning Commission.** Mr. Smith seconded. **Motion carried 5-0.**

#### **8:15 pm Chairman Rish left meeting and Vice Chairman Leese continued the meeting**

##### **Request to hire Camp Director**

Mrs. Kunkel presented the Park and Board recommendation for Board to consider hiring Jennifer Little as the Camp Director for the Summer Playground Program. Mr. Yingling made a **motion to approve hiring Jennifer Little as Camp Director with 2021 earnings not to exceed \$3,500 (\$14/hour).** Mr. Brown seconded. **Motion carried 4-0.**

#### **Consideration of Opening on Park and Recreation Board**

Mrs. Kunkel received 2 letters of interest for the vacant Park and Rec Board vacancy. Since Jennifer Little has now been approved for the Camp Director position, Stacy Dove is to be considered for the vacancy.

Mr. Yingling made a **motion to appoint Stacy Dove to the opening on the Park and Rec Board**. Mr. Smith seconded. **Motion carried 4-0.**

#### **Request to Enter into an Intermunicipal Agreement for Wastewater Treatment Operation**

Mr. Cornell provided a recommendation from the Municipal Authority for the Township to enter into this agreement. Solicitor Stinnett said the agreement started with Swatara Township Authority, who can offer their support to smaller communities who may find themselves in an emergency need for help. This arrangement is voluntary, and several other local municipalities are also considering this agreement.

Mr. Smith made a **motion for the Township Manager and the Solicitor to enter Intermunicipal Agreement for WWTP as necessary and practical**. Mr. Yingling seconded. **Motion carried 4-0.**

#### **Business from the Public:**

**Tina Hastie-Fox Run Road**, shared that Fabio's is donating a percentage of sale proceeds on Monday, February 22<sup>nd</sup> for the LDHS Mini-THON.

#### **Comments from the Board: None**

#### **Adjournment:**

Mr. Smith made a **motion to adjourn the meeting**. Mr. Yingling seconded. **Meeting adjourned at 8:40 p.m.**



**Sharon Umberger, Recording Secretary**