

East Hanover Board of Supervisors
Regular Meeting
February 20, 2018

**EAST HANOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
February 20, 2018**

CALL TO ORDER:

Chairman Yingling called the February 20, 2018, Regular Meeting of the East Hanover Board of Supervisors to order at 7:08 p.m. in the meeting room of the East Hanover Township Municipal Building, 8848 Jonestown Road, Grantville, PA followed by the Pledge of Allegiance.

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.

Chairman Yingling announced there was an executive session held at 6:00 p.m. prior to the regular meeting to discuss possible litigation and employee issues.

IN ATTENDANCE:

SUPERVISORS:

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

ALSO PRESENT:

Paul Cornell, Township Manager
Jackie Wilbern, Assistant Township Manager
Lee Stinnett, Township Solicitor-Salzman & Hughes,
Norm Ulrich, Township, LTL Consultants, Engineer
Bryan Ziegler, Public Works Director
Frances Peck, Recording Secretary

APPROVAL OF MINUTES:

Chairman Yingling requested a motion to approve the February 6, 2018, regular meeting. **Mr. Hess made a motion to approve the minutes of the February 6, 2018, regular meeting minutes. Mr. Rish seconded the motion and the motion carried with a 5-0 vote.**

TREASURER'S REPORT:

Chairman Yingling asked for a motion to approve the Treasurer's Report. **Mr. Rish made a motion to approve the Treasurer's Report for February 7, 2018 to February 20, 2018 period. Mr. Hess seconded the motion and the motion carried with a 5-0 vote.**

Mr. Cornell stated there were budget versus actual variances attached to the back of the bills and the revenues, and also the first balance sheet actually printed from the program. Also, the chart as a further request, and as there are two

different charts, the Board should let him know which one they would prefer.

Revenue	
General Fund	\$ 156,575.68
Total	\$ 156,575.68
Expenditures	
General Fund	\$ 38,645.46
Fire Fund	\$ 12,022.00
Street Light Fund	\$ 700.31
Total	\$ 51,367.77

CORRESPONDENCE:

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

REPORTS:

Public Works Department:

Bryan Ziegler presented his report to the Board. Mr. Ziegler was asked how the Devonshire Heights Road was holding up during the weather. He explained it was not good and has to be swept weekly and gave an update on the upkeep.

Municipal Authority:

Paul Cornell reported that the 2020 Project continues to be worked on, and are currently taking calls from residents in response to the correspondence that was sent out to the residents. They are looking for homes that have bathrooms, and other facilities in the basement that will affect the elevation of the final grade on the piping. Designs are underway at the engineers and they have completed the Mylar flyover. It is anticipated that late summer, or early fall another letter will go out and residents will be invited in to look at draft plans that will be presented to the municipal Authority.

Manager's Report:

Paul Cornell reported the Board has a copy of the Manager's activities, and the Manager's tasks and goals and objectives. The Board will be provided with the Staff's goals and objectives.

Solicitor's Report:

Solicitor Stinnett had no report at this time.

East Hanover Board of Supervisors
Regular Meeting
February 20, 2018

Emergency Management:

Paul Cornell reported he had copied the Board on the FirstNet System and they are working with AT&T. He gave an update of the phone system.

Parks and Recreation:

Anthea Stebbins presented the Park and Recreation Director Report for February 2018 to the Board, and discussed the upcoming events. Paul Cornell asked how they were making out with the subscription newsletter? Anthea said they only had 25 subscribers to that. It is also posted on the Facebook Page, so they may not have to subscribe to the newsletter.

Codes and Zoning Report:

Jackie Wilbern presented the Zoning and Codes Report for January 15, 2018 through February 20, 2018 to the Board.

Municipal Engineer's Report:

Norm Ulrich stated he was informed the Board had not received a copy of his report and he will see they get it. Norm gave an update on his report.

Grantville Fire Company:

Chief McHenry reported that on March 9, 2018, is their Spaghetti Dinner, to be held from 4:30 p.m. to 7:00 p.m., all you can eat. They can use any bake goods people may bring. On April 7, 2018, is the banquet. Also, the high pressure pump is in Chicago and should be delivered on Friday, and will be sent back to Somerset, PA to get the high pressure pump put on the fire truck. They will have to sell the old one. He gave an update of the other events to be held.

UNFINISHED BUSINESS:

- **Public Hearing for Liquor License, Funck's Exxon, at 7:30 p.m.:**
The regular meeting will recess at 7:30 p.m. for the public hearing to be held and the meeting will reconvene at the adjournment of the hearing.
- **Request to Consider the Carlson Road Culvert Project:**
Paul Cornell presented the Carlson Road Culvert Options. The Township had LTL design the project and develop the bid specification. Bryan Ziegler has performed this type of work for his former employer, and believes that he can complete the project and save the Township \$50,000-\$100,000. The cost of this estimate for the project is \$312,000.00, but if it is done in-house it would cost less. Bryan Ziegler gave a report on the information he had received on this project. It will be approximately a two-week project. The road would be closed for approximately two-weeks. Chairman Yingling asked for a motion to approve this request.

Mr. Hess made a motion to authorize the Director of Public Works to go out for bid for the precast culvert and crane on the Carlson Road Culvert Project and to move forward with the Township Staff on the balance of the work. Mr. Hess amended the motion to authorize the Director of Public Works to go out to bid for estimates on the culvert and settings for the culvert on the Carlson Road Project. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.

(The meeting recessed to go into a Public Hearing for a Liquor License for Funks Exxon at 7:30 p.m.)

(The meeting reconvened at 7:56 p.m. to return to the regular meeting.)

- **Request to Hire Finance Director:**

Paul Cornell recommended the Board of Supervisors to hire Judith Coletta to serve as the Township's Finance Director and after 90-days consider appointment to Secretary Treasurer at the salary budgeted in the 2018 budget. Chairman Yingling asked for a motion to grant this request.

Mr. Smith made a motion to hire Judith Coletta to serve as the Township's Finance Director at the salary budgeted in the 2018 Budget. Mr. Rish seconded the motion and the motion carried with a 5-0 vote.

NEW BUSINESS:

- **Request to Advertise for Bids for new Solid Waste and Recycling Contract:**

Paul Cornell presented the request to bid the new Solid Waste and Recycling Contract, which the current contract ends June 30, 2018. Chairman Yingling asked for a motion to grant this request.

Mr. Rish made a motion to grant the request to advertise for bids for the new Solid Waste and Recycling Contract with the updated bid specs, reviewed by the Solicitor, advertising the bids and the appropriate bid open review. Mr. Hess seconded the motion and the motion carried with a 5-0 vote.

- **Request to appoint a Township Auditor for the next three years:**

Paul Cornell presented the request to appoint an Auditor for the next three audit years, 2017, 2018 and 2019. Audit RFP's were sent out for various firms and advertised via legal notices. Responses are due to be received no later than Friday, February 16. It was the recommendation to appoint Boyer & Ritter LLC as Township Auditor. Chairman Yingling asked for a motion to grant this request.

East Hanover Township Board of Supervisors
Regular Meeting
February 20, 2018

Mr. Rish made a motion to appoint Boyer & Ritter LLC as Township Auditor for the years of 2017, 2018 and 2019. Mr. Smith seconded the motion and the motion carried with a 5-0 vote.

BUSINESS FROM THE PUBLIC:

- No comments from the public.
- Chairman Yingling commended staff for creating a directory that was mailed out to all the residents, and thanked everyone who took part in this.
- Chairman Yingling asked on the building use and the unused area now, where are we at with that? Paul Cornell said he has not gone any further with that at this point. He was waiting for some direction from the Board for the next step. Chairman Yingling said the next step is how much money? Paul stated it would be \$14,700. Chairman Yingling asked that the firm do some research and design on what could be done with the unused space. Paul will add this to his agenda. Chairman Yingling requested that the information be sent out to the Board members.

ADJOURNMENT:

Mr. Smith made a motion to adjourn the meeting. The meeting adjourned at 8:21 p.m.


Frances Peck, Recording Secretary