

East Hanover Township Board of Supervisors
Regular Meeting
October 17, 2017

**EAST HANOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
October 17, 2017**

CALL TO ORDER:

Chairman Yingling called the October 17, 2017, Regular Meeting of the East Hanover Board of Supervisors to order at 7:05 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.

The Board of Supervisors held an Executive Session prior to the public meeting, at 6:30 p.m. to discuss personal matters and possible litigation.

IN ATTENDANCE:

SUPERVISORS:

Mike Yingling, Chairman
George Rish, Vice-Chairman
Rick Smith
Glenn Moyer
Robert Hess, Absent

ALSO PRESENT:

Paul Cornell, Township Manager
Jackie Wilbern, Assistant Township Manager
Lee Stinnett, Township Solicitor-Salzman & Hughes,
Norm Ulrich, LTL Consultants, Ltd. Engineers
Frances Peck, Recording Secretary

APPROVAL OF MINUTES:

Mr. Smith made a motion to approve the minutes of the October 3, 2017, Board of Supervisors Public Meeting. Mr. Moyer seconded the motion and the motion carried with a 4-0 vote.

STATE OF THE TOWNSHIP REPORT: Township Manager Cornell gave the State of the Township Report on the Disc Golf Course, Grantville speed limit reduced, new filing system and record keeping. Fifty miles of road are maintained and the Township Roads are in very good shape. The Township bridges are in good shape, replaced bridges and the culverts, with one remaining culvert scheduled for replacement. The Township hired an Assistant Township Manager/Zoning Officer. East Hanover Township welcomed Talley Petroleum and Sheetz to the Township. A new phone system has been installed for the Township. East Hanover Township worked with the Grantville Fire Company to build and payoff the new fire house and discussed the Municipal Authority's 2020 sewer

project, which is on schedule for completion before the imposed deadline. This will tie into the sewer plant on Derry Lane, and will be going for a rerate for the current plant. The Township has established a Loss Control Committee to reduce the insurance cost and work toward the safety of the Township employees. Recently moved the insurance to Penn Prime, a Municipal Trust. Township is working with PennDOT to make safety improvements. The Board of Supervisors continue to pursue a traffic signal for the intersection of PA-22 and Sand Beach Road and also asked PennDOT to make improvement and signage and warnings on the curves on Sand Beach Road. The new Public Works Building was dedicated.

TREASURER’S REPORT:

Mr. Rish made a motion to approve the Treasurer’s Report for the pay period of September 1, to October 17, 2017, Board of Supervisors regular meeting, and pay the bills as presented. Mr. Moyer seconded the motion and the motion carried with a 4-0 vote.

Revenue	
General Fund	\$ 281,686.12
Fire Fund	\$ 291.25
Park and Recreation Fund	\$ 1,880.00
Gaming Fund	\$ 20,168.95
Total	\$ 304,026.32
Expenditures	
General Fund	\$ 429,660.45
Fire Fund	\$ 9,298.00
Park and Recreation Fund	\$ 12,725.79
Street Light Fund	\$ 702.67
State Aid (Liquid Fuels) Fund	\$ 57,151.83
Gaming Fund	\$ 23,238.00
Total	\$ 532,776.74

Consideration of Invoices for Public Works Building - Paul D. Clark \$85.31:

Mr. Rish made a motion to approve the invoice for Paul D. Clark, for the Public Works Building, in the amount of \$85.31. Mr. Smith seconded the motion and the motion carried with a 4-0 vote.

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CORRESPONDENCE:

Correspondence is listed as a handout. Correspondence may be viewed during regular hours.

REPORTS:

Consultant:

Andy Stein had no report.

Public Works Department:

Charles Longreen gave the Public Works Report for two months, from August 15, to October 17, 2017, due to his absence.

Municipal Authority:

Paul Cornell gave the Municipal Authority Report discussing the Plant rerate 2020 Project and 2018 Budget.

Manager's Report:

Township Manager Cornell reported that in addition to what was provided in writing, there will be a number of projects, one of Policy and Procedures. Once completed the Township will be back on budget, then the Classification Plan Decision Descriptions in the Board's hands for their consideration, hopefully before the end of the year.

Solicitor's Report:

Solicitor Stinnett had no report.

Emergency Management:

There was no report at this time.

Park and Recreation:

Anthea Stebbins gave a report on the upcoming public meeting and the online public survey that will be available. Discussed the Halloween Parade with the Grantville Fire Company. Also, discussed the annual Fall Festival. The Disc Golf Course is opening November 5, 2017. The new Parks and Recreation Logo was received. Working on finalizing the 2018 Budget Proposal. On Tuesday, November 7, the Dauphin County Conservation District and Pennsylvania Conservation District representatives will tour the park with her, looking at potential stormwater management needs and opportunities in the park along the swale.

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Codes and Zoning Report:

Assistant Manager Jackie Wilbern submitted her Zoning and Codes Report to the Board.

Municipal Engineer's Report:

Norm Ulrich gave the East Hanover Township Engineer's Report giving the active and currently under review, under construction, or are special projects being worked on, as authorized by the Township.

Grantville Fire Company:

Wayne Isett discussed the Halloween Parade, the Chicken Barbeque, PR work around the community. Also discussed the \$15,000 grant request from the State being finished that will go towards the truck apparatus when it arrives. Waterproofing for the fire house has been completed.

UNFINISHED BUSINESS:

● **Consideration of Ordinance for Park and Recreation Rules and Regulations, Ordinance 2017-3:**

Solicitor Stinnett presented the Consideration of Ordinance for Park and Recreation Rules and Regulations, for public comment, to be received by the East Hanover Township Board of Supervisors, on Ordinance 2017-3, an Ordinance adopting the Rules and Regulations in the Parks and Recreation areas of East Hanover Township. There was no public comment.

Mr. Smith made a motion to adopt Ordinance No. 2017-03, an Ordinance for the Park and Recreation Rules and Regulations for East Hanover Township. Mr. Moyer seconded the motion and the motion carried with a 4-0 vote.

● **Consideration of hiring for Public Works Director Position:**

Township Manager Cornell discussed the hiring of a Public Works Director. The advertisement was authorized by the Board of Supervisors, applications received and interviews conducted. It is the recommendation to hire Bryan Ziegler as the new Public Works Director, to be salaried, starting at \$60,000 annually, the standard benefit package for vacation, sick leave, holidays, life insurance, AD&D, Pension through PMRS, as per the Township. One item Mr. Ziegler requested was to have access to the Township insurance once he starts. This was verified through the agent of the Township's carrier that it would allow this is permissible if approved by the Board. The total cost will be \$98,500.92. Mr. Cornell asked the Board to consider a vote to offer the position as outlined, to Bryan Ziegler, and ask the Township Solicitor to develop a letter that outlines this proposal, and he be given

this letter for his signature. Once he signs his acceptance, the process will begin to bring him on board her, and he can give notice to his current employer.

Mr. Rish made a motion to hire Bryan Ziegler, as the Public Works Director, subject to his acceptance of a letter sent him with the attached benefits, as outlined, which will be prepared by the Township Solicitor, and accepted by Mr. Ziegler's signature, return a copy to the Township Manager, and also include that he would be able to have health insurance benefits at the start of his employment. Mr. Smith seconded the motion and the motion carried with a vote of 4-0.

- **Request for Board of Supervisors Concurrence with Municipal Authority 2020 Project Route:**

Township Manager Cornell, on behalf of the Municipal Authority, discussed the map of the routes and deliberations that the Municipal Authority had gone through the various options. The follow-up of two options, that the Board requested, be looked at, Route 22 going east and Route 22 going west. The end result is after evaluating everything, and pricing from the engineer, the Municipal Authority has decided to go with the East Hanover plant rather than others. It is the least expensive, and with the rerate of the plant, it is expected to have more than sufficient capacity to cover the Township's needs. The Municipal Authority asked before they begin any further expenditures, in this direction, that they look to the Board of Supervisors for their concurrence. It was the consensus of the Board of Supervisors to agree with the Municipal Authority's decision. A letter will be sent, from the Board, to the Municipal Authority of their agreement to this decision.

- **Request for a Letter of Credit Reduction for Talley Petroleum:**

Assistant Township Manager Wilbern presented the request, with the recommendation to reduce the Letter of Credit in the amount of \$462,391.00, leaving a balance of \$186,723.86. There will be no cost to the Township and the engineering inspection will be billed to the applicant.

Mr. Smith made a motion, to approve the request of Talley Petroleum for a reduction of financial security in the amount of \$462,391.00, Mr. Moyer seconded the motion and the motion carried with a 4-0 vote.

- **1150 Manada Gap Road Stormwater Permit Reduction of Escrow:**

Assistant Township Manager Wilbern stated this is for the request for a reduction of escrow funds, in conjunction with a stormwater permit, approving the release of he remaining escrow funds (minus \$1,000 to be kept for 10 years for periodic BMP inspections, as required by the O&M Agreement) in the amount of \$1,732.75. There

will be no cost to the Township.

Mr. Smith made a motion to approve the request for 1150 Manada Gap Road, for the reduction of escrow funds, in the amount of \$1,732.75. Mr. Moyer seconded the motion and the motion carried with a 4-0 vote.

- **Consideration of New Township Policy and Procedure Manual Resolution 2017-10:**

Township Manager Cornell presented Resolution 2017-10 for the Board's consideration. This is the draft Policy and Procedure Manual to become the official Policy and Procedure Manual. This will replace the original copy that has been used. Paul Cornell and Chairman Yingling thanked everyone who worked on this project, as a team.

Mr. Smith made a motion to approve the Policy and Procedure Manual, Resolution 2017-10. Mr. Moyer seconded the motion and the motion carried with a 4-0 vote.

NEW BUSINESS:

- **Request to close the Jonestown Bank General Fund and establish a New General Fund at Fulton Bank:**

Township Manager Cornell presented the request to consolidate the Township banking, with the recommendation to move \$200,000 from the General Fund, currently at Jonestown Bank, in order to establish a new General Fund account at Fulton Bank.

Mr. Rish made a motion to authorize the Township Manager to begin the process of consolidation of the Township banking into one institution, Fulton Bank, as outlined on the document provided. Mr. Smith seconded the motion and the motion carried with a 4-0 vote.

- **Request from Baseball Association for Infield Mix:**

Township Manager Cornell reported a request had been received from the Baseball Association for additional material for work being done on the field.

Mr. Smith made a motion to purchase Premium infield mix, delivered, at \$46.60 per ton, in the amount of \$3,728.00. Mr. Moyer seconded the motion and the motion carried with a vote of 4-0.

- **Request to Pay Centric Bank \$775,000 for Public Works debt reduction Grant before the next Gaming Grant meeting:**

Township Manager Cornell requested authorization, from the Board, to proceed with the payment of \$775,000, the amount of the bill to be paid from the Gaming Funds.

Mr. Rish made a motion to authorize the payment of \$775,000, from the Gaming Fund, for the Public Works Building debt reduction, to Centric Bank from the 2016-17 Dauphin County Gaming Grant Award. Mr. Smith seconded the motion and the motion carried with a 4-0 vote.

- **Request to Pay Down Fulton Loan @ \$425,000, from the Gaming Fund:**
Township Manager Cornell presented the request for the annual payment to pay down the Fulton loan. It is budgeted in 2017, and requested authorization to pay the annual payment.

Mr. Smith made a motion to authorize the payment of \$425,000, from the Gaming Fund, to pay down the principal on the Sewer System Loan. Mr. Moyer seconded the motion and the motion carried with a 4-0 vote.

- **Request for Fire Police:**

- **Ratify Derry Township October 15th from 7:30 a.m. to Noon:**

Township Manager Cornell presented the request of the Grantville Fire Company, regarding Derry Township, on October 15, 2017, to ratify the authorization to attend the event.

Mr. Rish made a motion to ratify the request of the Grantville Fire Company Fire Police to assist the Hershey Half Marathon. Mr. Smith seconded the motion and the motion carried with a 4-0 vote.

- **Paxtang Borough October 20, 1900 to 2100 hours:**

Township Manager Cornell presented the request of the Grantville Fire Company Fire Police to assist the Borough of Paxtang for the Paxtang Lions Club Halloween Parade.

Mr. Rish made a motion to approve the request of the Grantville Fire Company Fire Police to assist the Borough of Paxtang for the Paxtang Lions Club Halloween Parade on Tuesday, October 24, 2017, from 1900 to 2100 hours, if they are available. Mr. Moyer seconded the motion and the motion carried with a 4-0 vote.

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BUSINESS FROM THE PUBLIC:

No business from the public.

ADJOURNMENT:

Mr. Rish made a motion to adjourn the meeting. The meeting adjourned at 8:07 p.m.



Frances Peck, Recording Secretary