

**EAST HANOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
March 5, 2024**

**CALL TO ORDER**

Chairman Chad Leese called the Tuesday, March 5, 2024, Regular Meeting of the Board of Supervisors to order at 7:07 PM in the meeting room of the Township, 8848 Jonestown Road, Grantville, PA followed by the Pledge of Allegiance. An Executive Session was held tonight beginning at 6:40 PM until 7:05 PM to discuss personnel matters.

Chairman Leese stated that 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 do so at the microphone and state their name and address.

**IN ATTENDANCE:**

**SUPERVISORS:**

Chad Leese, Chairman  
Rebecca Oller, Vice-Chairperson  
Tina Hastie  
Keith Espenshade  
George Rish

**ALSO PRESENT:**

Nicholas Yingst, Township Manager  
E. Lee Stinnett, Township Solicitor-Salzman Hughes  
Bryan Ziegler, Public Works Director  
Sharon Umberger, Recording Secretary

**APPROVAL OF MEETING MINUTES FOR FEBRUARY 20, 2024**

Mrs. Oller made a **motion to approve the regular meeting minutes from February 20, 2024**. Mrs. Hastie seconded the motion. **Motion carried 5-0.**

**AUDITOR'S REPORT-Jaclyn Davidson, Boyer & Ritter**

Mrs. Davidson had to cancel at the last minute due to a family emergency. Mr. Yingst presented the 2023 East Hanover Township Municipal Audit and Financial Report provided by Boyer & Ritter. There were no findings and no recommendations resulting from the financial audit. Mr. Yingst compared amounts from the 2022 and 2023 Balance Sheets and the Revenues and Expenditures for said years.

Mr. Rish made a **motion to approve the advertisement of the final 2023 Financial Statement for public review**. Mrs. Hastie seconded the motion. **Motion carried 5-0.**

Mr. Rish made a **motion to authorize the submittal of the 2023 Form DCED-CLGS-30 prior to the April 1, 2024 deadline**. Mrs. Hastie seconded the motion. **Motion carried 5-0.**

Mr. Yingst asked the Board for its wishes on whether to reschedule a representative from Boyer & Ritter to present at its next meeting in March. The **consensus of the Board was that another presentation of the financial report would not be needed**, and that Mr. Yingst did a great job presenting all the information.

## **TREASURER'S REPORT**

	Invoices due and paid 02/21/24-02/27/24	02/28/24 Invoices for Consideration on 03/05/24
General Fund	\$ 35,358.15	\$ 38,234.76
Fire Fund	\$ 0	\$ 12,797.00
Liquid Fuels Fund	\$ 0	\$ 290.62
Street Light Fund	\$ 0	\$ 0
Stormwater Fund	\$ 0	\$ 155,904.00
Total	\$ 35,358.15	\$ 207,226.38
Total Checks Written	02/21/24-03/05/24	\$ 242,584.53

**Approval of Invoices:** Mrs. Hastie made a motion to approve the invoices as presented from February 21, 2024 through March 5, 2024. Mr. Rish seconded the motion. Motion carried 5-0 with Mr. Espenshade approving all bills for payment except for Check 1674 in the amount of \$1,350 due to a conflict of interest.

## **CORRESPONDENCE:**

- Two notices of 2024 payments from PA Department of Transportation. The Township's payment from the Liquid Fuels Tax Fund is \$281,820.96 and \$12,480 for the Road Turnback Annual Maintenance.
- Two letters from the Dauphin County Board of Commissioners approving the 2023-24 Dauphin County Gaming Local Share Municipal Grant awards for East Hanover Township for its Annual Road Maintenance and Repair Project in the amount of \$384,000 and \$240,000 for the new Rescue Pumper Project. There were two letters informing the Township that after much consideration of the Pickleball Court Project and the Tennis Court Project, those projects would not be approved for grant funding.

## **REPORTS:**

**Public Works Report:** Mr. Ziegler shared that he and Mr. Yingst attended the bridge inspection report meeting which takes place every two years. There are two items of concern, North Meadow Lane Bridge and Furnace Road Bridge. The North Meadow Lane Bridge will be replaced in 2026/2027 with the Dauphin County Bridge Bundling Program. The Township's portion of the North Meadow Lane Bridge is approximately \$29,000 of the \$1.46 million replacement cost. Furnace Road Bridge has a remaining life according to HRG Bridge Division Engineers of about 3 to 5 years. This bridge is used by Fort Indiantown Gap, the Horseshoe Trail goes over it, and there is one family living across the bridge. The BOS asked whether there is a third round of Dauphin County funding for the bridge replacement and Mr. Ziegler will inquire about any funding opportunities for the Furnace Road Bridge's replacement. He requested the approval of the Board to get an estimate for an HRG feasibility study which could determine all the options available to replace the bridge. There was a **consensus to pursue an estimate from HRG for only the cost of a feasibility study at this time.** He informed the Board that PennDOT will be installing 4 sets of flashing lights on Sand Beach Road, 2 sets at the intersection of Meadow Lane and 2 sets at the second S-turn. Mr. Ziegler heard from a resident about the speed of traffic in the Fairfield development area, which is scheduled to be paved this year, and speeds do tend to increase after paving a road. The Board approved placement of two 25 mile per hour speed limit signs at the Fairfield development entrance off Mill Road. The Solicitor confirmed that a speed study would not be required because unposted residential areas have a 25 mile per hour speed limit. Mr. Ziegler will also include a reminder about the speed limit when notifying residents about the paving project.

Mr. Ziegler asked for feedback about the 10-15 signs in the Township from a previous Adopt-A-Highway program. He was looking for approval to take down the signs and encourage residents to register for the statewide program Keep PA Beautiful. The Board had no opposition to removing the signs but did request that the residents be informed. A list of the roads with these signs will be provided to the Board.

**Manager's Report:** Mr. Yingst and Chairman Leese executed the agreement online for the \$500,000 PA Small Water and Sewer Grant that will fund improvements in the Village of Grantville. He and Mr. Ziegler participated in a pre-construction meeting with PennDOT, HRG, and the contractor on February 27 for the Allentown Boulevard and Lauderbach Road signal improvements project ("Green Light-Go #2). Due to the 21-week lead time for the signal mast arms, the contractor is planning to begin construction toward the end of July 2024 with three weeks anticipated to complete the work. Mr. Yingst and Mrs. Harmon have been conducting a page-by-page review on the updated draft zoning ordinance and map and subdivision and land development ordinance. Upon completion of the review, an updated summary document of any changes, will be provided after which (assuming Board concurs) they will be submitted to the Dauphin County Planning Commission and Township Planning Commission and also make them available to the public. The Township's three-year electricity supply contract expires in April, and Mr. Yingst has contacted a broker with Patriot Energy Group/Mantis Innovations. **There was a consensus to approve obtaining quotes for review from the broker.**

**Solicitor's Report:** The Solicitor had no standalone report.

**Grantville Volunteer Fire Company Report:** Chief Saul Schmoltz submitted the GVFC monthly reports. He shared that eleven members completed a state class conducted at the firehouse, and those same eleven members are attending Rapid Intervention Team (RIT) 2 training. Dash cameras have been ordered as part of the equipment grant and the corresponding paid invoices will be submitted for reimbursement from the Dauphin County Gaming Local Share Municipal Grant.

Grant Garland, GVFC President, shared that the MOU is near completion and needs joint board approval. Upcoming GVFC fundraising events: 3/15 Spaghetti Dinner, 5/18 GVFC Banquet, 4/20 Pulled Pork Dinner, and 5/25 Yard Sale. He asked for assistance from the Township in clearing brush from the ditch in front of the firehouse that has grown up and is affecting visibility and sight distance. Depending on the weather, two Public Works employees will take a few days to clear away some of the larger trees. Mr. Ziegler shared that once a year Public Works uses a boom mower to mow inside bank.

**Fort Indiantown Gap:** The schedule of major training events for March 2024 are Artillery Firing (March 7-March 10 from 8 AM to 11 PM), Mortar Firing Training (March 10 from 9 AM to 6 PM), Explosives Demolition Training (March 28 from 8 AM to 6 PM). There are many employment opportunities for civilian personnel. The FTIG Monthly Community Update may also be viewed on the Township website.

**South Central Emergency Medical Services (EMS):** Jason Campbell, Chief and CEO of SCEMS, was not present but provided a written report.

## **UNFINISHED BUSINESS:**

### **Wastewater management facilities maintenance agreement for parcel 25-007-010**

Mrs. Oller made a motion to approve the wastewater management facilities maintenance agreement with Byler Real Estate Holdings, LLC regarding parcel 25-007-010 with a financial security amount of \$25,454 for the Bonawitz plan system. Mrs. Hastie seconded the motion. **Motion carried 5-0.**

Mrs. Oller made a motion to approve the wastewater management facilities maintenance agreement with Byler Real Estate Holdings, LLC regarding parcel 25-007-010 with a financial security amount of \$30,734 for the Walters Services plan system. Mrs. Hastie seconded the motion. **Motion carried 5-0.**

### **Proposed layout for parking lot line striping**

Mr. Ziegler presented the Board with three options for the layout of the upper parking lot line striping developed with assistance from HRG. After much discussion, the Board agreed to include the following in the next layout: to keep the grass area in the center of the parking lot, to eliminate pull-in parking in front of the well area, to run conduit to the center island, to remove any crushed stone path or paver path, to raise the asphalt and provide the necessary slope for drainage. Mr. Ziegler will come back with another drawing for the Board to review considering the consensus items. Also, he will look at a layout moving the flagpole to the center island and creating a loading area at the former location.

### **NEW BUSINESS:**

#### **Approval to hire Wastewater Treatment Facilities Operator**

There were over 60 resumes received for the Wastewater Treatment Facilities Operator position and two candidates had the necessary wastewater licensing for the current plant. Keith Espenshade, Bryan Ziegler, Curt Cassel and Nick Yingst interviewed both candidates extensively and provided each candidate with a follow-up tour of the wastewater treatment plant and collection system. After contacting references and former employers, a recommendation is being made to hire Michael Wetten.

Mrs. Hastie made a **motion approving the hire of Michael Wetten as a Wastewater Treatment Facilities Operator at a rate of \$28.00 per hour with benefits in accordance with the East Hanover Township Policy and Procedural Manual with a start date to be mutually agreed upon between Mr. Wetten and staff.** Mrs. Oller seconded the motion. **Motion carried 5-0.**

#### **Appointment of Township Auditors**

Three Township Auditor positions comprise the East Hanover Township Board of Auditors, but two of these positions are currently vacant. While Marsha Hoy was elected last November to the (partial) four-year term that expires on December 31, 2027, no one was elected to the (full) six-year term that expires on December 31, 2029. George Rish, who was previously elected to a term expiring on December 31, 2025, resigned from the Township Auditor position upon his appointment to the BOS. Two Township Auditors are necessary to establish a quorum for a Board of Auditors meeting, and the next election where these positions will be on the ballot is in 2025. Two residents expressed interest in being appointed to fill these vacancies.

Mrs. Hastie made a **motion appointing Lisa Rhoad Mushinski and Rosemarie Devers as Township Auditors with terms expiring December 31, 2025.** Mrs. Oller seconded the motion. **Motion carried 5-0.**

### **BUSINESS FROM THE PUBLIC:**

**Dave Kliss-302 Pheasant Road**-He was concerned that the impervious area was inaccurate on his stormwater bill. He was asked whether he filed a stormwater appeal form to the EHT Municipal Authority or to the MS4 coordinator. This is the process when you disagree with the impervious area determination by the Authority for your property. He also had concerns about the maintenance of his neighbor's property and the Board requested that he complete a written complaint form.

**Terence Wolfe-136 Cliff Road**-In regard to the Furnace Road Bridge replacement options, he was concerned about the family living on that road that fire apparatus would not be able to fit in a cul-de-sac. If the family needed to change mailbox location to a different road, the resident would have the chore of changing their mailing address. He would like to see the current bridge replaced with a one-lane bridge.

**Richard Shirk-125 Shirks Lane**-He wanted to know the location of the Furnace Road Bridge and Mr. Ziegler explained how to get to the bridge. The adopt-a-road program was brought up earlier in the meeting, and Mr. Shirk wanted to know how the Township program worked. Mr. Ziegler recommended registering with the state-run program-Keep PA Beautiful.

**Jim Wood-8048 Yellowstone Drive**-He had concerns about the Township's Municipal contract with Penn Waste and that Waste Management never missed a pickup. When the pickup day moved because of weather conditions, his trash was not picked up this winter on two occasions and no billing credits were received. He also sent a letter to the Attorney General about Penn Waste. Chairman Leese mentioned that state representative Tom Mehaffie may be able to assist because it is a statewide problem.

**BUSINESS FROM THE SUPERVISORS:**

**Chairman Leese**-Earlier in this meeting, Mrs. Oller suggested that reading all the numbers on the Treasurers Report is not necessary since already written on the BOS Meeting Agenda. The public in attendance agreed with her suggestion. Chairman Leese would like if there are unusual expenses or income that information could be highlighted. For example, the larger payments paid for stormwater engineering fees on the BMPs required by DEP.

**ADJOURNMENT:**

Mrs. Hastie made a **motion to adjourn**, seconded by Mrs. Oller. **The meeting adjourned at 9:15 PM.**

Respectfully submitted,



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**Sharon Umberger, Recording Secretary**