

**EAST HANOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES**

January 16, 2018

CALL TO ORDER:

Chairman Yingling called the January 16, 2018, Regular Meeting of the East Hanover Board of Supervisors to order on Tuesday, at 7:10 p.m. in the meeting room of the East Hanover Township Municipal Building, 8848 Jonestown Road, Grantville, PA followed by the Pledge of Allegiance.

An executive session was held at 6:00 p.m. to discuss possible litigation and employment issues.

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.

IN ATTENDANCE:

SUPERVISORS:

Mike Yingling, Chairman
Rick Smith
Robert Hess
Chad Leese

ALSO PRESENT:

Paul Cornell, Township Manager
Jackie Wilbern, Assistant Township Manager
Lee Stinnett, Township Solicitor-Salzmann & Hughes
Frances Peck, Recording Secretary

George Rish, Vice-Chairman was absent.

APPROVAL OF MINUTES:

Chairman Yingling asked for a motion to approve the minutes of the January 2, 2018, meeting minutes. **Rob Hess made a motion to approve the minutes of the January 2, 2018, meeting minutes as presented. Chad Leese seconded the motion and the motion carried, with Rick Smith abstaining due to being absent at the meeting.**

TREASURER'S REPORT:

Township Manager Paul Cornell gave the Treasurer's Report for January 1-16, 2018. Chairman Yingling asked for a motion to approve the Treasurer's Report as presented.

Rob Hess made a motion to approve the Treasurer's Report for January 1-16, 2018, and pay the bills as presented. Rick Smith seconded the motion and the motion carried with a 4-0 vote.

Expenditures	
General Fund	\$ 64,299.91
Fire Fund	\$ 1,308.00
Street Light Fund	\$ 699.62
Liquid Fuels (State Aid) Fund	\$ 7,011.27
Gaming Fund	\$ 46,252.71
Total	\$ 119,571.51

Request to Pay Invoice for Public Works Building - \$853.13: Chairman Yingling asked for a motion to pay for the invoice in the amount of \$853.13. **Rob Hess made a motion to pay the invoice for the Public Works Building in the amount of \$853.13, for Paul Clark as presented. Rick Smith seconded the motion and the motion carried with a 4-0 vote.**

CORRESPONDENCE:

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

REPORTS:

- **Consultant Report:** Paul Cornell reported that he and Andy Stein met with Fulton Bank, who is the Township's depository for most accounts. As per the Board's authorization, the General Fund is being moved from JTB to Fulton. Investments were also discussed, the Municipal Authority Construction Note, which will be the short term loan, or bridge loan for the 2020 Project. Also, discussed the escrow funds. Also, the investment option will be looked at, that was discussed with the Broad during the budget proceedings.
- **Public Works Department:** There was no report due to Bryan Ziegler's absence.
- **Municipal Authority:** Paul Cornell announced the work is being continued on the 2020 Project. The Agreement to begin the contract was signed with the engineer. There continue to be survey crews out within the Manada Oaks District. Having done the flyover, they are looking at the first floor elevations of homes using a laser to get the elevation for that. This will become part of the design when they look to depth. Letters have gone out to the residents on 11th of January that were signed by the chairs of both the Board of Supervisors and the Municipal Authority. Phone calls are being received regarding the letter.
- **Manager's Report:** Paul Cornell reported that he closed out the goals and completed tasks for 2017, and had given the Board a draft that he would add to for

goals and tasks hoped to be completed in 2018.

- **Solicitor's Report:** Lee Stinnett reported that the Board should have the slightly revised Mandatory Connection Ordinance, discussed at the December 9, 2017, meeting. Chairman Yingling asked for a motion to authorize the advertisement of the Mandatory Connection Ordinance and a public hearing to be held for the Ordinance. **Rick Smith made a motion to authorize the advertisement of the Revised Mandatory Connection Ordinance and to advertise the public hearing to be held for the ordinance. Rob Hess seconded the motion and the motion carried with a 3-0 vote with a no vote by Chad Leese in opposition.**

Chairman Yingling asked Lee Stinnett if he had a chance to check into where the tax collector checks have to be sent to? Lee Stinnett said the Act requires that within 60 days of the effective date, of January 1, that the tax collector create certain accounts that include her office, title and the actual account name and the next tax notices have to provide an example of how the checks are made out. Chairman Yingling suggested the change should also be put in the newsletter on the change.

- **Emergency Management Report:** Paul Cornell said there was no report at this time.
- **Park and Recreation Report:** Paul Cornell gave the Park and Recreation Report for Anthea Stebbins that was provided to the Board of Supervisors, along with the Park and Recreation meeting minutes.
- **Codes and Zoning Report:** Jackie Wilbern presented the Zoning and Codes and SEO Report for December 18, 2017 through January 12, 2018, which the Board received a copy of the report.
- **Municipal Engineer's Report:** The Engineer's written report has been sent to the Board.
- **Grantville Fire Company:** Wayne Isett reported that February 17, 2018, at 6:00 p.m. will be the annual banquet, and everyone is invited. They are in the process of working on the air pack CVA package for FEMA, to request \$177,000, for 24 packs for 24 firemen. It will have to be in by February 22. The meeting for the future of the fire company has been moved from the meeting/classroom to the upstairs, instead of the downstairs. Also, sent out the fund drive envelopes to more than 3,000 people. Paul Cornell suggested that Wayne stop in his office for the new policy.

UNFINISHED BUSINESS:

- **Request to Pay Off the Fulton Loan:** Paul Cornell discussed the paying off the existing Fulton Bank Loan. The cost of the loan is \$994,027.36, if paid tomorrow. If paid later there would be a \$66.20 per diem. Lee Stinnett stated that the Amended Subsidy Agreement should be in the Board's packet. The agreement is essentially already signed in 2012, but the Agreement has been modified it because of the way it previously worked with the Authority.

Chairman Yingling asked for a motion to approve the payoff of the Fulton Bank loan. **Rick Smith made a motion to pay off the Fulton Loan Bank in the amount of \$994,027.36. Rob Hess seconded the motion and the motion carried with a 4-0 vote.**

Chairman Yingling asked for a motion to authorize the execution of the Amended Subsidy Agreement between the East Hanover Municipal Authority and the Township of East Hanover Township. **Rick Smith made a motion to authorize the execution of the Amended Subsidy Agreement between the Township of East Hanover and the East Hanover Municipal Authority. Rob Hess seconded the motion and the motion carried with a 4-0 vote.**

- **Consideration of Time Extension for Tru' Hotel Land Development Plan:** Jackie Wilbern presented the time extension request from the developer for an extension until March 21, 2018. The Planning Commission has recommended acceptance of this request. Chairman Yingling asked for a motion to grant this request. **Rob Hess made a motion to accept the request for a time extension of the Tru' Hotel Land Development Plan until March 21, 2018. Rick Smith seconded the motion and the motion carried with a 4-0 vote.**
- **Consideration of Time Extension for Paul Navarro Minor Subdivision Plan:** Jackie Wilbern presented the request for a time extension until April 29, 2018. Chairman Yingling asked for a motion to grant this request. **Rob Hess made a motion to accept the request for a time extension until April 29, 2018, for the Paul Navarro Minor Subdivision Plan. Rick Smith seconded the motion and the motion carried with a 4-0 vote.**
- **Request to consider sending Business Sponsorship letters to EHT businesses:** Paul Cornell presented the request from the Park and Recreation Director Anthea Stebbins regarding authorization of sending Business Sponsorship Interest letters to EHT businesses within the community. Chairman Yingling asked for a motion to grant this request. **Rick Smith made a motion to grant the request for the Park and Recreation Director to send out Business Sponsorship Interest Letters to EHT businesses within the community. Rob**

Hess seconded the motion and the motion carried with a 4-0 vote.

NEW BUSINESS:

- **Records Retention/Destruction Resolution R-2018-07:** Paul Cornell presented a request to the Board to dispose of municipal records that meet the time line for destruction. Chairman Yingling asked for a motion to adopt Resolution R-2018-17. **Rick Smith made a motion to adopt Resolution R-2018-07. Chad Leese seconded the motion and the motion carried with a 4-0 vote.**
- **Request to fund purchase of Steel Toe Shoes:** Paul Cornell reported that to improve the safety of the employees, is the possibility of providing funding for the purchase of steel toed shoes, up to \$100, and that the employees must wear the shoes whenever on the job. The maximum cost of this reimbursement would be \$700.00 with the amount to be taken from the following: \$500 from Public Works Supplies; \$100 from Building Supplies and \$100 from Sewer Supplies. Chairman Yingling asked for a motion to grant this request. **Rob Hess made a motion to approve the funding for the steel toed shoes for the employees in the amount of \$700.00, to be taken from the Public Works Supplies (\$500); Building Supplies (\$100), and Sewer Supplies (\$100). Chad Leese seconded the motion and the motion carried with a 4-0 vote.**
- **Request to consider the purchase of Crane for utility body truck:** Paul Cornell presented objective to purchase and install a powered crane for the utility body truck used for Sewer work. The purchase of the crane, as per the description of the crane, would be \$1,999.99, plus shipping, and the Public Works Department would install on the truck. The cost is to be taken from the Gaming Funds since it is an unbudgeted item in the 2018 Budget. Chairman Yingling asked for a motion to grant this request. **Rob Hess made a motion to approve the purchase of a powered crane for the utility body truck used for Sewer work, to not exceed the amount of \$1,999.99, plus shipping, with the Public Works Department installing the crane. Rick Smith seconded the motion and the motion carried with a 4-0 vote.**

BUSINESS FROM THE PUBLIC: No business from the public.

- Chairman Yingling reported he had the honor of representing the Township at Fort Indiantown Gap in the ground breaking ceremony for the new Training Support Center Building. This will add a lot of jobs in the local economy.
- Chairman Yingling reported last Wednesday he had the honor of representing East Hanover Township at the Farm Show Annual Luncheon for state officials, and local officials in the State of Pennsylvania as it refers to farming. Pennsylvania is number

one in mushroom production, and also number one in hardwood production.

- Paul Cornell apologized to Supervisor Chad Leese on his e-mail not being received regarding the executive session meeting notice that was held prior to the meeting.

ADJOURNMENT: Chairman Yingling asked for a motion to adjourn. **Rick Smith made a motion to adjourn the meeting. The meeting adjourned at 8:19 p.m.**



Frances Peck, Recording Secretary