

**EAST HANOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
JULY 18, 2017**

CALL TO ORDER:

Chairman Yingling called the July 18, 2017, Regular Meeting of the East Hanover Board of Supervisors to order at 7:00 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.

IN ATTENDANCE:

SUPERVISORS:

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

ALSO PRESENT:

Jackie Wilbern, Assistant Township Manager
Deborah Casey, Secretary/Treasurer
Isaac Wakefield, Solicitor - Salzmann & Hughes, PC
Frances Peck, Recording Secretary

APPROVAL OF MINUTES:

Mr. Hess made a motion to approve the minutes from the July 5, 2017, Board of Supervisors meeting. Mr. Moyer seconded the motion and the motion carried with a 5-0 vote.

TREASURER'S REPORT:

Revenue		Expenditures	
General Fund	\$74,765.20	General Fund	\$73,393.67
Fire Fund	\$ 153.46	Gaming Fund	\$19,769.07
Park & Recreation Fund	\$ 738.00	Street Light Fund	\$ 550.04
Total	\$75,656.66	Park & Recreation Fund	\$ 222.71
		Fire Fund	\$ 1,141.00
		Total	\$95,076.49

Treasurer's Report - Available Funds \$6,886.782.64

Mr. Smith made a motion to approve the expenditures for the pay period from July 6 to July 18, 2017, as presented. Mr. Rish seconded the motion and the

motion unanimously carried with a 5-0 vote.

REQUEST TO TRANSFER \$10,000 FROM GENERAL FUND INTO PAYROLL FUND:

Deb Casey reported this is put money into the Payroll Account to cover two payrolls. This will provide a buffer to cover the two payrolls.

- **Mr. Rish made a motion to transfer \$10,000 from the General Fund into the Payroll Fund. Mr. Hess seconded the motion and the motion unanimously carried with a 5-0 vote.**

CONSIDERATION OF INVOICES FOR PUBLIC WORKS BUILDING:

PAUL D. CLARK, \$438.75:

- **Mr. Hess made a motion to pay the bill for Paul D. Clark, in the amount of \$438.75. Mr. Rish seconded the motion and the motion unanimously carried with a 5-0 vote.**

ei ASSOCIATES, \$156.41:

- **Mr. Rish made a motion to pay the bill for ei Associates, in the amount of \$156.41. Mr. Hess seconded the motion and the motion unanimously carried with a 5-0 vote.**

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

REPORTS:

PUBLIC WORKS DEPARTMENT - CHARLES LONGREEN:

Mr. Longreen stated that the report for June 20 through July 18, 2017 with building and park maintenance, repaired, serviced and cleaned equipment, moved supplies and equipment to the new Public Works Building. Attended staff meetings, mowed shoulders, check one calls, checked a complaint on Shady Lane. Mowed around new Public Works Building, Ordered stone for road work. Mowed large field in park by soccer fields. Responded to alarms at the New Public Works Building. Installed shelves in the file room at the municipal building. Rebuilt inlet on Evergreen Lane at the intersection with Tannenbaum Way.

Mr. Longreen presented his resignation letter, dated, July 18, 2017, to the Board of Supervisors, informing the Board and the Township Manager of his official notice of retirement effective December 31, 2017. Chairman Yingling entered the letter into the record, and thanked Mr. Longreen, and said how much he has meant to the Township, and all the work that he has done over the years.

MUNICIPAL AUTHORITY REPORT:

Chairman Yingling reported Mr. Cornell is on vacation and has submitted his report, and

if there are any questions? Also, the legal department is on the final version of looking at the employee policy. Mr. Smith had a question regarding the large building, if there were problems with it? Mr. Longreen said when the electric goes off, or blinks, it sets off the alarm. It resets itself by the time he gets down there. He might talk to the alarm company to get more of a delay if a call goes in.

SOLICITOR'S REPORT:

Solicitor Wakefield gave an update of a meeting with Dauphin County Consultant regarding the application for gaming grant funds. It was a successful meeting and the procedural guidelines were received today.

Solicitor Wakefield requested a short executive session following the meeting to discuss potential litigation.

EMERGENCY MANAGEMENT:

Due to Ron Johnson's absence, Chairman Yingling reported that there was a meeting held in June, and the committee is working on a number of different issues. One is to look at the available buildings, in the Township, for refuge in case of a storm, or accidents on I-81. They will look at the inventory and come back with recommendations with what can be done with the current inventory that they have now. They also continue to look into the smart phone system, to alert someone if someone is in cardiac arrest. More research will go into that whether it can be done safely. Also, a number of fire hydrants, and working with testing by the fire departments.

PARKS AND RECREATION:

Anthea Stebbins reported they have been busy with the Summer Recreation Playground Program and are in week six. The seasonal Park and Play started last week. They are working on the Disc Golf Course, clearing access to get the design down and in place, and are shooting for a Fall 2017 opening. So, when the newsletter comes out, with our entries and ideas, we will meet by the end of the month, based on the newsletter. Chairman Yingling stated that they had talked to South Central, they were invited to give the Township information to put in the newsletter. He asked that she touch base with the commander at South Central. Mr. Smith said that Linglestown has installed a Bocce court at Koon's Park. Chairman Yingling discussed frisbee golf course he saw out west where a municipality had installed their frisbee golf course with a consultant.

CODES AND ZONING REPORT:

Jackie Wilbern had submitted her report showing the Zoning Permits and Code Enforcement for the summer months. Sheetz will be coming in before the Planning Commission at next week's meeting. The Grant meeting she attended went well.

MUNICIPAL ENGINEER'S REPORT:

Norm Ulrich discussed the Talley Petroleum Land Development Plan and the Sheetz Land Development Plan. Also, the Preserve at Bow Creek (Phases I, II, and III), and

Fleet Repairs Solutions, LLC construction of a pole building.

GRANTVILLE FIRE COMPANY:

Wayne Isett reported that the community received the edition of the Fire Company's book. Over 2700 copies of the book have been put out to businesses and communities. Next Wednesday is the Carnival and they are looking for a big night. Penn Waste will provide two dumpsters, at their charge, and they will be dumped every day. The Fire Company promoted Penn Waste in the book for their providing of the dumpsters. The fields are being mowed and the committee is helping.

They are working hard on the child abuse laws that we're making amendments and told all the officers and fire fighters that they must be cleared. Weapons in the fire house was discussed, and they are in the process of writing an amendment on carrying weapons around the firehouse.

UNFINISHED BUSINESS:

● **Request to Hire Consultant to develop the Trails and Greenways Masterplan:**

Andrea Stebbins discussed the hiring a contractor for the Trails and Greenways Masterplan. The Steering Committee members rated the five proposals (McMahon, HRG, Urban Research & Development, Simone Collins, Gannett Flemming) and arrived at the following results: Based on the results, the Committee members stated that votes were taken and resulted in Simone Collins being the favored firm among EHT resident members of the Committee, and Urban Research & Development being the favored firm among non-resident members. The recommendation was that Simone Collins be awarded the contract for a total amount not to exceed \$50,000.00.

Mr. Smith made a motion to go with the wishes of the residents and hire Simone Collins for the contract for the Trails and Greenways Masterplan, not to exceed the total of \$50,000.00, split between \$25,000 DCNR Grant and \$25,000 from the Trails & Greenways Master Plan Fund. Mr. Smith seconded the motion and the motion unanimously carried with a vote of 5-0.

NEW BUSINESS:

Request for Stormwater Permit Escrow Release:

Jackie Wilbern presented the request for a release of escrow funds, in conjunction with a stormwater permit for 166 Timber Ridge Road, minus the cost of the final inspection fees. A final inspection in conjunction with its approved stormwater permit has been done. The amount to be released is \$1,399.46.

- **Mr. Hess made a motion to release the escrow funds for 166 Timber Ridge Road, minus the cost of the final inspection fees, the total amount to be released \$1,399.46. Mr. Smith seconded the motion and the motion unanimously carried with a 5-0 vote.**

REQUEST TO FORM THE AGRICULTURAL SECURITY AREA ADVISORY COMMITTEE:

Jackie Wilbern presented the request to form the ASAAC. The following people have shown interest in serving on the ASAAC: Rob Hess, Board Member, Gern Haldeman, Sheila Miller, Keith Umberger and Steve Walters.

- **Mr. Rish made a motion to establish the Agricultural Security Area Advisory Committee, (ASAAC) with the members as presented, three active farmers, one citizen a Township resident, one Board of Supervisors member to serve as chairman of the committee, which will consist of Rob Hess, Gern Haldeman, Sheila Miller, Keith Umberger and Steve Walters. Mr. Smith seconded the motion and the motion unanimously carried with a 5-0 vote.**

REQUEST FOR LETTER OF SUPPORT FOR PA STATE POLICE HISTORICAL EDUCATIONAL & MEMORIAL CENTER GRANT APPLICATION:

Jackie Wilbern stated that this request came in today, and a response is needed by August 1, 2017. The PA State Police Memorial center is just asking for a letter of support, not for the Township to sponsor their grant.

- **Mr. Smith made a motion to draft, sign, and submit a letter of support for the PA State Police Memorial Center Project, to be sponsored by South Hanover Township. Mr. Hess seconded the motion and the motion unanimously carried with a 5-0 vote.**

BUSINESS FROM THE PUBLIC: No business from the public.

ADJOURNMENT:

Mr. Rish made a motion to adjourn the meeting. The meeting adjourned at 7:41 p.m. The Board of Supervisors then went into an executive session to discuss potential litigation.



Frances Peck, Recording Secretary