

**EAST HANOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
December 19, 2017**

**CALL TO ORDER:**

Chairman Yingling called the December 19, 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  
Robert Hess  
Glenn Moyer  
Rick Smith

**ALSO PRESENT:**

Paul Cornell, Township Manager  
Jackie Wilbern, Assistant Township Manager  
Lee Stinnett, Salzman & Hughes, Solicitor  
Glen Kelczewski, LTL Consultants, Engineer  
Frances Peck, Recording Secretary

Chairman Yingling presented plaques for their service to the Township, to Supervisor Glenn Moyer, who did not seek reelection, but will still serve on the Planning Commission, and Charles Longreen, Public Works Director, on his retirement after 40 years.

**APPROVAL OF MINUTES:**

Chairman Yingling asked for a motion to approve the minutes of the December 5, 2017, regular meeting minutes. George Rish had a correction on page two, third paragraph, line three, which should read Robert Hepner. Mr. Rish had a correction on page three, line two, should read "Mr. Rish made a motion..." and on line three, should read "Mr. Hess," not Mr. Moyer. On page three, under Adjournment, it should show "Mr. Rish," not Mr. Smith.

**Mr. Rish made a motion to approve the minutes of the December 5, 2017, regular meeting minutes of the Board of Supervisors, with the requested corrections. Mr. Moyer seconded the motion and the motion unanimously carried with a 5-0 vote.**

**TREASURER'S REPORT:**

Township Manager Paul Cornell presented the Treasurer's Report for December 9, through December 19, 2017. Chairman Yingling asked for a motion to approve the Treasurer's Report as presented.

East Hanover Township Board of Supervisors  
Regular Meeting  
December 19, 2017

**George Rish made a motion to approve the Treasurer's Report for December 9 through December 19, 2017, as presented. Rob Hess seconded the motion and the motion unanimously carried with a 5-0 vote.**

<b>Revenue</b>	
General Fund	\$ 64,459.11
Fire Fund	\$ 115.30
Park and Recreation Fund	\$ 761.50
<b>Total Expenditures</b>	<b>\$ 65,335.91</b>
General Fund	\$ 110,488.77
Fire Fund	\$ 32,291.00
Park and Recreation Fund	\$ 4,914.11
Street Light Fund	\$ 697.44
Liquid Fuels (State Aid) Fund	\$ 70,056.14
Gaming Fund	\$ 292.50
<b>Total</b>	<b>\$ 218,739.96</b>

Request to pay Invoice for Public Works Building - Paul Clark - \$292.50:

Chairman Yingling asked for a motion to pay for the Invoice for \$292.50

**Rob Hess made a motion to pay the Invoice in the amount of \$292.50, for Paul Clark as presented, to be paid from the Gaming Fund. George Rish 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:**

**Consultant Report:**

There was no report at this time.

East Hanover Township Board of Supervisors  
Regular Meeting  
December 19, 2017

**Public Works Department:**

Charles Longreen gave the report for the Public Works Department for November 21 through December 19, 2017. Charles thanked all the Board members, the Township Solicitor, the Engineering firm, and all the other employees he's worked with over the years past 40 years.

**Municipal Authority:**

Township Manager Paul Cornell reported that the Municipal Authority passed their 2018 Budget, and a letter has been written to be sent to the Township residents in late winter to remind them the 2020 Project is coming and to make them aware of what is being done in going forward. Chairman Yingling asked how many residents would be affected? Paul Cornell stated 191 residents and one or two commercial properties.

**Manager's Report:**

Township Manager Paul Cornell announced there is an East Hanover Newly Elected Officials handbook. It has been presented to the new Township Supervisor Elect. Also, the Classification Plan has been finished, which is the Township position descriptions and explanations. The Supervisors have copies of this Plan. If it is acceptable to the Township Supervisors, it will be printed out and sent to all the employees that are affected.

**Township Solicitor's Report:**

Township Solicitor Lee Stinnett reported that the Township Mandatory Connection Ordinance for Sewer Connections doesn't adhere to the Second Class Township Code and he would recommend amending the ordinance before going into the 2020 Project. He requested authorization to amend the ordinance to what is permitted in the Second Class Township Code, with respect to being adjacent and within 150 feet of a property line as to when the sewer line comes through.

Township Solicitor Lee Stinnett reported that regarding a Casino Licenses, do not expect a mini casino to be put in East Hanover Township.

**Emergency Management's Report:**

As there is no report, Chairman Yingling requested Township Manager Cornell to reach out to Ron Johnson regarding the monthly report. Mr. Cornell will follow up on the request.

**Park and Recreation:** Anthea Stebbins presented the Park and Recreation Director Report for December 2017. Chairman Yingling asked what was the Recreation Board's thought on Mr. Geesaman opening his farm for "Day in the life of a farmer" type event? It was well received by the Parks and Recreation Board.

East Hanover Township Board of Supervisors  
Regular Meeting  
December 19, 2017

**Codes and Zoning Report:**

Assistant Township Manager Jackie Wilbern presented her written report for the Board.

**Municipal Engineer's Report:**

There was no report for this month.

**Grantville Fire Company:**

Wayne Isett extended the fire company's appreciation for the support of Charles Longreen on his retirement. He reported the new fire engine has arrived, and a few things have to be done on it. It will have to go back in the first of the year to have a high pressure pump system put on.

Also, FEMA is opening up the 2017 Grant and they are going to apply, as they will have a big bill to replace their air packs. The certification is running out and they must be replaced this year, to the amount of \$172,000. Also, there is a fund drive letter at the printers. He thanked the Board of Supervisors for all they did for them this year and they look to another good year. He reported they will try and sell the old truck.

**UNFINISHED BUSINESS:**

- **Budget - Approval of Proposed 2018 budgets for General Fund, Park and Recreation Fund, Liquid Fuels (State) Fund, Gaming Fund, Fire Fund, Street Light Fund and Reserve Funds:**

Township Manager Paul Cornell presented the fully advertised and publically exhibited, available to the public, in the Administrative Assistant's Office, the proposed 2018 Budget for the Board's consideration. The budget is unchanged from what the Board had seen previously, except the General and the Park and Recreation Funds have been merged. Mr. Hess applauded Paul Cornell, Andy Stein, and everyone who were involved in the construction of the budget.

- **Adoption of the Resolution 2017-12, for the Proposed and Advertised General Fund, Fire Fund, Park and Recreation Fund, Streetlight Fund, Gaming Fund, Reserve Funds and Highway/Liquid Fuels Budgets for 2018:**

Chairman Yingling asked for a motion to adopt Resolution 2017-12.

**Mr. Smith made a motion to adopt Resolution 2017-12, for the 2018 Operating Budget. Mr. Hess seconded the motion and the motion unanimously carried with a 5-0 vote.**

- **Adoption of the Resolution 2017-13, for Fixing the Tax Rate for General and Fire Protection Purposes in addition to the Street Light Levy for the Village of**

**Grantville and The Preserve at Bow Creek for 2018:** Township Manager Cornell presented the Resolution 2017-13 for the Board's consideration. Chairman Yingling asked for a motion to adopt Resolution 2017-13.

**Mr. Smith made a motion to adopt Resolution 2017-13, pertaining to the Tax Rate for General Purposes and Fire Protection Services. Mr. Hess seconded the motion and the motion unanimously carried with a 5-0 vote.**

- **Extension of Contract for Paul Clark:** Township Manager Paul Cornell presented a request for consideration for a three-month extension of the contract for Paul Clark regarding the Public Works Building. Chairman Yingling asked for a motion to approve the three-month extension for the contract for Paul Clark.

**Mr. Hess made a motion to approve the three-month extension for the Paul Clark Contract for the Public Works Building through the first quarter of 2018. Mr. Rish seconded the motion and the motion unanimously carried 5-0.**

- **Request to Pay off the Sewer Loan and authorize the Solicitor to develop a new Subsidy Agreement:** Andy Stein presented the request to pay off the Sewer Loan at Fulton Bank. Also, requesting the Township Solicitor to amend the Subsidy Agreement between the East Hanover Municipal Authority and East Hanover Township regarding the debt. Chairman Yingling asked for a motion to approve this request.

**Mr. Rish made a motion to authorize the request to pay off the Sewer Loan, contingent upon the completed executed revision of the Subsidy Agreement between the East Hanover Municipal Authority and East Hanover Township before the check is released to complete the payoff. Mr. Hess seconded the motion and the motion unanimously carried with a 5-0 vote.**

- **Request to Authorize the Solicitor to investigate an Investment Fund:** Andy Stein presented the request to the Board, with a \$1,000,000 to start. This fund will be used for capital purchases and improvements to the Township. Chairman Yingling asked for a consensus. It was the consensus of the Board to go ahead with the request.
- **PennDOT Truck Request:** Township Manager Cornell presented the request, from PennDOT, regarding one truck a day access through East Hanover Township. Chairman Yingling asked for a consensus to approve this request. It was the consensus of the Board to approve this request.

**NEW BUSINESS:**

- **Request to Act on Emily Schaffer Subdivision:** Rob Schaffer, representative of the plan, presented the plan of the Emily Schaffer Subdivision for the Board's consideration. The following waivers were requested and have been recommended for approval by the Township Planning Commission. Chairman Yingling asked Mr. And Mrs. Schaffer if they were aware of the 2020 Sewer Project proposed and if the property is built upon before the sewer project, a sand mound will be required and a requirement to hook into the sewer when it is completed. They stated they were aware of this. Chairman Yingling asked for a motion on the waivers as follows:
  - **SALDO Section 303 - Preliminary Plan Application:** Mr. Hess made a motion to approve the requested waiver as presented. Mr. Smith seconded the motion and the motion unanimously carried 5-0.
  - **SALDO Section 402.3.4 - Depicting existing features within 200' of subject property.** Mr. Hess made a motion to approve the requested waiver as presented. Mr. Smith seconded the motion and the motion unanimously carried 5-0.
  - **SALDO Section 402.4.12 - Requires a grading, drainage and utility plan.** Mr. Hess made a motion to approve the requested waiver as presented. Mr. Smith seconded the motion and the motion unanimously carried 5-0.
  - **SALDO Section 402.5.3 - Requires a Stormwater Management Plan.** A note has been added to the cover sheet stating the stormwater management plan will be required when the lot is to be built upon: Mr. Hess made a motion to approve the requested waiver as presented. Mr. Smith seconded the motion and the motion unanimously carried 5-0.
  - **SALDO Section 602.3.4 - Requirement of minimum cartway width:** Mr. Hess made a motion to approve the requested waiver as presented. Mr. Smith seconded the motion and the motion unanimously carried 5-0.
  - **SALDO Section 609.1 - Requirement to provide sidewalks:** Mr. Hess made a motion to approve the requested waiver as presented. Mr. Smith seconded the motion and the motion unanimously carried 5-0.
  - **SALDO Section 610.1 - Requirement to provide curbing:** Mr. Hess made a motion to approve the requested waiver as presented. Mr. Smith seconded

**the motion and the motion unanimously carried 5-0.**

Chairman Yingling asked for a motion to approve the plan.

**Mr. Hess made a motion to conditionally approve the Plan of the Emily Schaffer Subdivision, until all comments of the November 22, 2017 review letter, from LTL Consultants, are met. Mr. Smith seconded the motion and the motion unanimously carried 5-0.**

● **Resolution 2017-14, Engineering and SEO Fees for 2018:**

Assistant Township Manager Wilbern presented Resolution 2017-14, a resolution setting the Township Engineer and SEO Fee schedules for 2018. Chairman Yingling asked for a motion to adopt this resolution.

**Mr. Rish made a motion to adopt Resolution 2017-14, setting the SEO Fees for 2018. Mr. Hess seconded the motion and the motion unanimously carried 5-0.**

● **Resolution 2017-15, Township Fees for 2018:**

Assistant Township Manager Wilbern presented Resolution 2017-15, with an item added, a Zoning Verification Letter fee for \$50.00. Chairman Yingling asked for a motion to adopt Resolution 2017-15 as amended. Mr. Rish had a correction on page one of the resolution, which should read "Reviewing engineer fees and Sewage enforcement fees: as per Resolution 2016-19." Chairman Yingling asked for a motion to adopt the resolution.

**Mr. Rish made a motion to adopt Resolution 2017-15, Township Fees for 2018, as corrected. Mr. Hess seconded the motion and the motion unanimously carried 5-0.**

**BUSINESS FROM THE PUBLIC:**

- Crist Espenshade, 138 Ridge Road: Mr. Espenshade gave an update regarding the proposed purchase of a new van for the Autumn Leaves.
- Wayne Isett reported that the Grantville Fire Co. was authorized for \$80-85,000 from the taxes for 2017, and that they only received \$35,000.

**ADJOURNMENT:**

Chairman Yingling thanked his fellow Supervisors and staff for all their work in 2017 and asked for a motion to adjourn. **Mr. Rish made a motion to adjourn the meeting and the meeting adjourned at 8:27 p.m.**

  
\_\_\_\_\_  
Frances Peck, Recording Secretary