

**EAST HANOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
December 18, 2018**

CALL TO ORDER:

Chairman Yingling called the Tuesday, December 18, 2018, Regular Meeting of the East Hanover Board of Supervisors to order at 7:06 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.

(An Executive Session was held at 6:00 p.m. prior to the meeting to discuss possible litigation and other matters.

IN ATTENDANCE:

SUPERVISORS:

Mike Yingling, Chairman
Rick Smith
Robert Hess
Chad Leese
George Rish (Absent)

ALSO PRESENT:

Paul Cornell, Township Manager
Jackie Wilbern, Assistant Township Manager
Lee Stinnett, Township Solicitor-Salzman & Hughes,
Tom Wilson, Township, LTL Consultants, Engineer
Bryan Ziegler, Public Works Director
Frances Peck, Recording Secretary

APPROVAL OF MINUTES:

Chairman Yingling asked for a motion to approve the minutes of the December 4, 2018, regular meeting. **Mr. Hess made a motion to approve the minutes of the December 4, 2018, regular meeting, as presented. Mr. Smith seconded the motion and the motion carried with a 4-0 vote.**

TREASURER'S REPORT:

Township Manager Paul Cornell presented the Treasurer's Report for December 2018, and current invoices from December 4, 2018 to December 18, 2018. **Mr. Smith made a motion to approve the Treasurer's Report for December 4, 2018 to December 18, 2018, as presented. Mr. Hess seconded the motion and the motion carried with a 4-0 vote.**

December	Revenue
General Fund	\$166,686.27
Fire Fund	\$ 179.95
Street Light Fund	\$ 4.84
Liquid Fuels Fund	\$ 28.08
Reserve Fund (Gaming)	\$ 27,655.77
	\$194,550.91

December		Current Invoices 12/4 to 12/18
General Fund	\$193,310.59	\$33,691.36
Fire Fund	\$ 11,542.00	\$ 6,726.00
Street Light Fund	\$ 652.36	\$ 0.00
Liquid Fuels Fund	\$ 47,589.50	\$ 109.25
Reserve Fund (Gaming)	\$ 0.00	\$ 0.00
Total	\$253,084.45	\$40,526.61

Township Manager Paul Cornell recommended that \$15,000 be transferred into the Fire Fund from PLGIT. Chairman Yingling asked for a motion to approve this request. **Mr. Hess made a motion to approve the request for \$15,000 be transferred into the Fire Fund from PLGIT. Mr. Leese seconded the motion and the motion carried with a 3-0 vote, with Supervisor Smith voting no.**

CORRESPONDENCE:

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

REPORTS:

Public Works Director:

Bryan Ziegler previously submitted his report, but added that the new truck that was ordered should be here by this Friday. The wash bay is now a fresh water wash bay at the Public Works building, and will stay that way. Douglas and Devonshire Heights Roads are now open. Chairman Yingling asked if he found out what the boxes was on the stop sign was, and now many miles of roads there were in the Township? Bryan stated he was unable to find out about the box, and there were 60 miles of roads and there were 83 named roads in the Township that are maintained by the Township.

Municipal Authority:

Township Manager Paul Cornell reported that they are working on the individuals that are in arrears for the Township. Thirteen letters have gone out, and their failure to pay they will be going back into court. The Municipal Authority is also working on financing the 20/20 Project. Two letters were received from the Conservation District with regard to the sites for the pump stations, that they were okay because of wetlands and stream crossings, and from DEP on some deficiencies in the design.

Manager's Report:

Paul Cornell reported that besides the report that was presented, they are also working on some new reports to the Board from the Finance Department starting in the next budget year. It is hoped the Board will have a full P&L Report and balance sheet, and we will then go back

to getting the charts again as in previous years. They are working on training and other things in the department. They are waiting for confirmation from the State Police for Active Shooter Training. Chairman Yingling asked if there was any update with PennDOT and the corner of 743 and 22? Paul stated he had not heard nothing, but they did replace the guide rail, because it's the same radius out at 39 and 22 in the same corner, which had the same problem.

Solicitor's Report:

Solicitor Lee Stinnett reported that he will be working with Paul Cornell, in the next few weeks, to finalize the Tax Payer Bill of Rights Ordinance draft, that will be under consideration, hopefully in February.

Emergency Management:

Paul Cornell reported he had received nothing from Ron Johnson and he will be contacting him.

Park and Recreation:

Anthea Stebbins discussed her report to the Board for November and December, 2018. She discussed, with the Board, the Volunteer Accident Insurance that had been procured, by Paul Cornell, through PennPrime that will begin on January 1, 2019. At the present time waivers are signed by the volunteers.

Codes and Zoning Report:

Jackie Wilbern had previously presented her report to the Board and reported there was a schedule change for the Zoning Hearing for the hotel that was acted on for the Zoning Change at the last meeting. This will be held on January 14, 2019.

Municipal Engineer's Report:

Tom Wilson had previously presented his report from K&W. Mr. Hess asked, on No. 6, on why he was required to review that item? Mr. Wilson stated he was requested, by the Planning Commission, to do the review. Jackie Wilbern stated the plan is having issues outside of the module review, and has been denied by DEP a couple of times.

Grantville Volunteer Fire Company:

Wayne Isett reported that the Carnival cleared \$15,078, and took in \$44,000 overall gross. They are in the process of setting up their budget for 2019, also in the process of making up the fund drive, cards to go to the printer in the next couple weeks. Also, the first fund raiser for the year is Hoss's. He thanked everyone for working with the Fire Company, and the entire Township.

UNFINISHED BUSINESS:

- **Consideration of Approval of 2019 Township Budget R-2018-14:** Paul Cornell

reported that the budget is unchanged from what was voted on, in November 2018, and to publically hang. It is now appropriate to be before the Board for consideration. There are minor adjustments the Board can make if they so desire. Chairman Yingling asked for a motion to approve the 2019 Township Budget.

Mr. Smith made a motion to approve the 2019 Township Budget R-2018-14. Mr. Hess seconded the motion and the motion carried with a 4-0 vote.

- **Consideration of new Engagement Agreement, Saltzmann Hughes:** Chairman Yingling asked for a motion to approve the Agreement. **Mr. Smith made a motion to approve the new Engagement Agreement with Saltzmann Hughes, as legal counsel for East Hanover Township, in accordance with the Agreement dated March 13, 2018. Mr. Hess seconded the motion and the motion carried with a 3-0 vote with Mr. Leese voting no.**

NEW BUSINESS:

- **Request to appoint Keystone Collections to collect delinquent per capita taxes:** Paul Cornell presented the Board with a request from the School District to replace NRA as collector of Delinquent Per Capita Taxes. Keystone Collections is also the collections for LST and EIT. They already collect the Earned Income taxes for all Dauphin County school districts and municipalities. There will be no additional cost for this action. Chairman Yingling asked for a motion to grant this request. **Mr. Hess made a motion to approve the request to replace NRA with Keystone Collections as the collector of Delinquent Per Capita Taxes. Mr. Smith seconded the motion and the motion carried with a 4-0 vote.**
- **Consideration of Approval of 2019 Tax Rates R-2018-15:** Paul Cornell presented the Resolution R-2018-15 for the Board's consideration. Chairman Yingling asked for a motion to adopt the Resolution. **Mr. Hess made a motion to adopt Resolution R-2018-15. Mr. Smith seconded the motion and the motion carried with a 4-0 vote.**
- **Consideration of Engineer, SEO, and UCC Services R-2018-16:** Jackie Wilbern presented Resolution R-2018-16, for the Board's consideration. Chairman Yingling asked for a motion to adopt Resolution R-2018-16. **Mr. Smith made a motion to adopt Resolution R-2018-16, the Consideration of Engineer, SEO, and UCC Services. Mr. Hess seconded the motion and the motion carried with a 4-0 vote.**
- **Consideration of 2019 Township Fees R-2018-17:** Jackie Wilbern presented Resolution R-2018-17, a Resolution to adopt the 2018 Township Fee Schedule. Chairman Yingling asked for a motion to adopt the Resolution. **Mr. Hess made a motion to adopt Resolution R-2018-17, a Resolution for the 2019 Township Fees. Mr. Leese seconded the motion and the motion carried with a 4-0 vote.**

- **Request to Authorize the review of the proposed Stormwater Ordinance:** Jackie

Wilbern presented the ordinance to authorize the Township Staff and Engineer to review the draft Stormwater Ordinance. This ordinance was put together by Aaron Moyer, a Planning Commission member, based on the Dauphin County's model. It is the recommendation that the Township Staff and Engineer review the draft ordinance and provide comments to the Board of Supervisors. This is a line item for Ordinance Updates in the 2019 Budget. Chairman Yingling asked for a motion to authorize this request. **Mr. Hess made a motion to authorize the Township Staff and Engineer to review the draft Stormwater Ordinance. Mr. Smith seconded the motion and the motion carried with a 4-0 vote.**

- **Consideration of Purchase and Order of Pickup Truck:** Bryan Ziegler presented a request to acquire a second pickup, to alleviate the use of his personal vehicle, plus the use of dump trucks to pickup parts, etc. The use of the utility box will allow them to keep tools and parts for street signs organized. Bryan recommended a F250 4x4 pickup with utility box, from Hondru Ford in Manheim. Bryan recommended purchasing the pickup truck, as stated, from Hondru Ford at the cost of \$37,273.00, with payment only to be at the time of delivery. Chairman Yingling asked for a motion to grant this request. **Mr. Leese made a motion to approve the request to purchase a F250 4x4 pickup truck, with utility box, from Hondru Ford in Manheim, PA, at the cost of \$37,273.00, with payment only at time of delivery. Mr. Hess seconded the motion and the motion carried with a 4-0 vote.**
- **Consideration of designation of Brandon Sell as Assistant Public Works Director and adjustment in rate:** Bryan Ziegler presented a request, to the Board of Supervisors, to promote Brandon Sell to Assistant Public Works Director, with adjustment to his hourly rate with an increase of \$2.00, outside of his annual rate increase. Also, a request for Glenn Kriner to change his position to head mechanic and oversee all of the township equipment, in addition to helping us on the road crew, with no decrease in his hourly rate. Chairman Yingling asked for a motion to grant this request. **Mr. Hess made a motion to approve the request to promote Brandon Sell to Assistant Public Works Director, with a \$2.00 adjustment to his hourly rate, outside of his annual rate increase. Also to approve the request for Glenn Kriner to change his position to head mechanic, with no decrease in his hourly rate. These changes will begin on January 1, 2019. Mr. Smith seconded the motion and the motion carried with a 4-0 vote.**
- **Stormwater Escrow Release Request, 81 Dorlee Court:** Jackie Wilbern presented the request for Stormwater Escrow Release Request for 81 Dorlee Court. The earth disturbance project at 81 Dorlee Court has received a final inspection. K&W has recommended full release of the remaining escrow funds. Chairman Yingling asked for a motion to approve this request. **Mr. Hess made a motion to grant the request to release the Storm Escrow Funds in the amount of \$4,146,83 for the project at 81 Dorlee Court. Mr. Smith seconded the motion and the motion carried with a 4-0**

vote.

- **Improve Waterway under Golf Lane:** Bryan Ziegler presented a request to improve the waterway under Golf Lane so the roadway does not flood and create road damage as it has in the past. This will require involvement of the township engineer. He would like the township engineer to start the designing of the improvements to this waterway and start the permitting process with DEP. Construction of the project is in the 2019 Budget, with the Public Works Department doing the work. Chairman Yingling asked for a motion to authorize this recommendation. **Mr. Hess made a motion to authorize K&W Thomas P. Wilson to proceed with this design an permitting process for the improvements to the waterway under Golf Lane. The estimated cost is \$140,000.00 for the entire project. Mr. Smith seconded the motion and the motion carried with a 4-0 vote.**

BUSINESS FROM THE PUBLIC: No comments from the public.

COMMENTS FROM THE SUPERVISORS:

- Mr. Leese asked about the gaming presentation. Paul Cornell discussed the presentation that was held on December 17, 2018, at 4:00 p.m. David Craig was the chairman of the committee, along with Keith Umberger, a township resident, also a member of the committee. A copy of Paul's presentation was included in the Supervisors' packets, which was provided to them in November.
- Chairman Yingling sent his, and the Supervisors sincere thanks to the volunteers, Township Staff for all of their help and hard work, and dedication, and wished everyone a Merry Christmas.

ADJOURNMENT: Chairman Yingling asked for a motion to adjourn. Mr. Smith made a motion to adjourn and the meeting adjourned at 7:50 p.m.


Frances Peck, Recording Secretary