

**EAST HANOVER TOWNSHIP BOARD OF SUPERVISORS MEETING  
8848 Jonestown Road, Grantville, PA 17028  
November 15, 2011**

The meeting of the East Hanover Township Board of Supervisors was called to order with the pledge to the Flag by Chairman Keith Espenshade at 7:02 P.M. Present were Supervisors John Nelligan, Marie Beaudet, George Rish, and Tom Shutt.

Scott Wyland, Solicitor; Norm Ulrich, engineer; Janet Hardman, Codes and Zoning; Charles Longreen, Director of Public Works; and Deborah Casey Secretary/Treasurer were also present.

The meeting was audio taped. The tapes are strictly for the use of the Secretary-Treasurer for clarification during preparation of the minutes.

**There was an Executive Session held at 6:15 PM to discuss personnel and legal issues.**

**APPROVAL OF THE MEETING MINUTES FROM OCTOBER 18, 2011**

Chairman Espenshade and Mr. Rish noted they would abstain from voting since they were not at the meeting.

**Ms. Beaudet made a motion to approve the minutes as written. Mr. Nelligan seconded the motion. The motion was approved 3 in favor; Mr. Nelligan, Ms. Beaudet and Mr. Shutt; 0 opposed; 2 abstentions, Chairman Espenshade and Mr. Rish.**

**APPROVAL OF THE MEETING MINUTES FROM NOVEMBER 1, 2011**

Ms. Beaudet noted she would abstain from voting since she was not at the meeting.

**Mr. Shut made a motion to approve the minutes as written. Mr. Rish seconded the motion. The motion was approved 4 in favor; Chairman Espenshade, Mr. Nelligan, Mr. Rish and Mr. Shutt; 0 opposed; 1 abstention, Ms. Beaudet.**

**TREASURER'S REPORT**

Expenditures:

General Fund	\$ 85,079.28
Wastewater Treatment Plant	\$ 5,154.38
Gaming Fund	\$ 29,768.98
State Fund	\$ 17,802.90
Sewer Project	\$144,401.61
H2O Grant	\$285,117.73
Park and Rec	<u>\$ 1,540.84</u>
Total	\$568,865.72

**Ms. Beaudet made a motion to pay the bills as read. Mr. Nelligan seconded the motion. The motion was approved 5 in favor, 0 opposed.**

Mrs. Casey asked for permission to transfer \$15,000.00 from the State PLGIT account to the State Fund Checking Account.

**Ms. Beaudet made a motion to transfer \$15,000.00 from PLGIT to the State Fund Checking account. Mr. Rish seconded the motion. The motion was approved 5 in favor, 0 opposed.**

Receipts

General Fund	\$110,420.90
WWTP	\$ 79,702.00
H2O	\$285,118.00
Park and Rec	\$ 25.00

Available Funds

General Fund	\$ 453,974.65
Wastewater Treatment Plant	\$ 328,921.98
Street Light	\$ 7,487.17
State Fund	\$ 510,152.74
Gaming Fund	\$ 495,125.73
H2O Fund	\$ 3,561.79
Park & Rec Fund	\$ 96,054.65
Public Sewer Fund	<u>\$ 139,083.48</u>
Total	\$2,034,362.19

**CORRESPONDENCE**

The correspondence is listed as a handout and is available for review during regular office hours.

**REPORTS**

**PUBLIC WORKS DEPARTMENT – CHARLES LONGREEN**

- Mr. Longreen provided the Board a packet with a quote for a sampler for the WWTP. It is through COSTARS and is around \$1,500.00 less than the quote Mr. Cassel received.
- **Ms. Beaudet made a motion to approve the purchase of the sampler through COSTARS for \$4,912.34. Mr. Shutt seconded the motion. The motion was approved 5 in favor, 0 opposed.**
- Sewer Project – The testing was done on both pump stations and they are ready to run. The Partridge Hills pump station is totally tested, the generator, automatic dialer; Englewood pump station, Friday they will be testing the generator and Verizon is hoping to be there to run the phone lines so we can have the autodial. Mr. Longreen did not see any reason to not go ahead on both pump stations.

**CODES AND ZONING – JANET ARDMAN**

- Ms. Hardman noted the Board was provided with the UCC, SEO and Zoning reports on November 1<sup>st</sup>. If there are any questions, please contact Dave Smith

**WATER AND SEWER COMMITTEE – JOHN NELLIGAN**

- Mr. Nelligan reported he was at both pump stations for the certification tests. He

- was pleased with the testing and the pump stations are ready. Met-Ed did surprise us and the Township appreciates them getting the job done.
- The Water and Sewer Committee meeting was short and updates were provided on general sewer issues. There was no further action on the Act 537 Plan.
- Treatment Plant screen project – This is currently under construction.
- Potable Water Plan Grant – this will be discussed at the December meeting.
- Act 537 – Through the plan, the Township has the approval to move on the Pheasant Rd. extension with the present sewer connection. The Water and Sewer Committee is recommending to the Board of Supervisors that it approves moving forward with the design of the facility by LTL Consultants.
- **Mr. Nelligan made a motion to authorize LTL to initiate the action to finalize the design for the Pheasant Rd. extension on the sewer system. Mr. Shutt seconded the motion.** David Boyd noted when he was at the Water and Sewer Committee meeting he asked about the Dairy Ln. hookups. Chris Hannum said he was going to contact DEP for approval. Mr. Boyd asked if Mr. Hannum had gotten back to anyone. It was noted there was no feedback. Chairman Espenshade did not see why it would not be able to progress since it was part of the 537 Plan. The Township just wants to make sure we have DEP's blessing before moving forward. Dave Kliss of Pheasant Rd. commented he hoped the engineer took into account the manholes, risers and piping on Pheasant Rd. for the extreme amount of tractor trailer traffic on that road from Haldeman's farm. Those trucks travel down that road at a high rate of speed. He is concerned about damage to the manholes from the traffic. Mr. Ulrich commented the manholes are all rated and PennDOT approved for HS 25 loading which could handle the traffic. **The motion was approved 5 in favor, 0 opposed.**

#### **ENGINEERS REPORT – NORM ULRICH**

- Mr. Ulrich met with a Sycamore Ln. resident who has a stormwater issue.
- Looked at the S. Meadow Ln./Allentown Blvd. intersection with Mr. Longreen at the site and reviewed the plans regarding some questions.
- Completed the N. Mill Rd./Jonestown Rd. drainage concern letter and forwarded it to the Board for review.
- The Chestnut Pl./Sycamore Ln./Red Fox Ln. overlay project is complete. It looks nice and compliments have been received from residents.

#### **ERIC EPSTEIN**

- A written report was provided to the Board. It is available at the Municipal Building for review.
- Mr. Epstein felt there is a good chance that transportation is going to move. There has been a lot of progress. Someone from the Township will need to continue to attend the HATS meetings to keep the Township in line for any State Rd. projects it wants done.
- Mr. Epstein asked if there are still any concerns with Verizon or Met-Ed. It was noted there were none at this time.
- Ms. Beaudet commented she has been questioned about individuals receiving mail from Met-Ed that isn't about Met-Ed. Mr. Epstein felt it might be Met-Ed's

price to compare and there are probably people coming in to try to compete for business. There are certain costs embedded and certain costs that aren't declared that can trip people up. They might actually get a lower fee but if they leave the program early, they may get a penalty. Ms. Beaudet asked if they do nothing do they automatically stay with Met-Ed. Mr. Epstein noted that was correct. He commented he could also put together a FAQ sheet for residents.

- MOU - The Township will have to have a meeting as soon as possible with the County to extend the MOU. He is hoping this can be resolved before the end of the year.
- Redistricting – There has been some concern expressed about Senator Piccola's district. He would still represent us if he was running again. The 15<sup>th</sup> district will still include his current district. He continued his discussion on the redistricting.
- Mr. Epstein noted he would be happy to make arrangements for meetings with Mr. Reeder and some people in the area.
- Mr. Epstein noted the Township will have to make a decision about Lobbying fees. He currently files the Township's reports and pays the fees.

#### **ANDY STEIN**

- No report.
- Solicitor Wyland commented Mr. Stein, Mr. Reeder and he went to the County on Monday evening for the hearing on the 2011 grants and it went well.

#### **UNFINISHED BUSINESS**

##### **HOOKUP TIME PERIOD FOR SEWER**

- Chairman Espenshade commented it looks as if a decision can be made. He asked Mr. Reeder if he was working on a package to get out to the residents.
- Mr. Reeder noted one of the key things was to look at the administrative fee. He discussed this with Mrs. Casey and recommended the administrative fee be no more than \$50.00. Once it is approved a package will be prepared which will include the Township permit application and also the Light-Heigel lateral application. A cover sheet will provide the information for completing the packet. Chairman Espenshade asked if the packet will be mailed or if people will have to come in and pick them up. Mr. Reeder noted that would be the decision of the Board.
- Chairman Espenshade felt that since a letter will have to be mailed informing residents the sewer is ready to go and what the mandatory hookup time is; we might as well include the information so they can prepare. Mr. Reeder felt that information could be ready to go next week.
- Chairman Espenshade discussed the mandatory hookup time. The contractor would like to come back and overlay the streets mid-April 2012. Chairman Espenshade noted he was looking at a time-frame of the end of May, 2012. His concern is if you overlay the streets mid-April there will be damage to the roads by the equipment required to hookup residents.
- Ms. Beaudet asked how far out the contractor could push the overlay. Mr. Longreen noted the contractor informed him it was on his schedule to come back

the middle of April to start the overlays. Chairman Espenshade noted it is the contractor's discretion as to when he wants to do the overlay since it is in the contract.

- Discussion continued on the hookup time.
- Solicitor Wyland asked if a formal request was made to the contractor to delay the overlay does the Township think they would agree to it. Mr. Longreen noted he could contact the contractor to find out.
- Chairman Espenshade noted he would like the information included with the packet. Discussion continued. Mr. Longreen commented he would contact the contractor to see if the overlay could be pushed out for a couple weeks.
- **Mr. Nelligan made a motion to adjust the sewer administrative fee which was previously at \$200.00 to now be at a cost of \$50.00. Mr. Shutt seconded the motion.** Bonnie Housel, 130 Bunny Ln. commented she already paid her administrative fee and asked if she would get a rebate. Chairman Espenshade noted she would. Ms. Housel noted there was also another resident who paid their fee. Chairman Espenshade noted the rebate would be in the form of a motion. Mr. Kliss asked how many people would the Township be dealing with. Chairman Espenshade commented it would just be the Township and Light-Heigel. Mr. Reeder will be the contact person for the permits. There will be an application for the tap fee and the inspection from Light-Heigel. Mr. Reeder noted the Light-Heigel fee will be \$79.00 and that is a pass or fail fee. All the fees will be itemized out in the packet. Discussion continued. Bonnie Housel noted she filled out the application, but it is confusing. A lot of things on it were not applicable. Mr. Reeder commented the Township will try to give residents as much information as possible. Solicitor Wyland noted the Township should be marking its calendar for March 1, 2012 to send out a letter under our ordinance that triggers the 60 day rule if you want the mandatory connection to expire on April 30<sup>th</sup>. The thing that starts it is the letter that says you have 60 days to hookup. David Boyd commented the website has changed relative to Light-Heigel's site. He discussed the forms on the site and the consolidation. He felt it would be nice to put something on the website to say "something's new". He continued to discuss the website and the fee schedules and his confusion of the fee schedules. Discussion continued. **There was a motion on the table. The motion was approved 5 in favor, 0 opposed.**
- **Mr. Nelligan made a motion to establish April 30, 2012 as the mandatory connection date for the sewer. Mr. Shutt seconded the motion. The motion was approved 5 in favor, 0 opposed.**
- Chairman Espenshade asked since the administration fee is tied to the Sewer Permit application and it is tied to other projects, can we specifically name the fee for Englewood and Partridge Hills. Discussion was held. Any future sewer tap in fees will now pay the higher tap in fees and the lower administration fee.
- **Chairman Espenshade made a motion to refund the \$150.00 to any resident that paid the \$200.00 administration fee. Ms. Beudet seconded the motion. The motion was approved 5 in favor, 0 opposed.**
- A packet will be provided for the residents that need to hookup.

## NEW BUSINESS

### ADVERTISE TO APPOINT A CPA

- Chairman Espenshade noted this is to conduct the audit for 2011.
- **Mr. Nelligan made a motion to authorize the advertisement for the appointment of an auditor for the 2011 audit of the Township books. Mr. Rish seconded the motion. The motion was approved 5 in favor, 0 opposed.**

### ADVERTISEMENT FOR SECOND PUBLIC HEARING FOR THE COMPREHENSIVE PLAN

- **Ms. Beaudet made a motion to advertise for the public hearing on December 6, 2011 for the Comprehensive Plan. Mr. Shutt seconded the motion.** Mrs. Casey noted the hearing would be held immediately following the public hearing for the Resolution for the Municipal Authority. **Ms. Beaudet amended her motion for the public hearing to take place after the public hearing for Resolution 2011-15 Municipal Authority. Mr. Shutt seconded the amended motion. The motion was approved 5 in favor, 0 opposed.**

### HUMANE SOCIETY AGREEMENT

- Chairman Espenshade commented the Humane Society is looking for a \$4,468.53 one time deposit fee. Last year it was \$1,448.77. The cost to date this year has been \$6,892.10. This is based on the amount of animals that have been collected.
- **Mr. Nelligan made a motion to enter into the agreement with the Humane Society with the annual deposit fee for 2012 to be in the amount of \$4,468.53. Ms Beaudet seconded the motion. The motion was approved 5 in favor, 0 opposed.**

### BLOOMING GLEN CONTRACTORS – 1<sup>ST</sup> PAYMENT

Chairman Espenshade noted this payment is for the screen at the Wastewater Treatment Plant. LTL has recommended payment in the amount of \$14,171.26.

- **Mr. Rish made a motion to authorize the payment to Blooming Glen in the amount of \$14,171.26. Ms. Beaudet seconded the motion. The motion was approved 5 in favor, 0 opposed.**

### ADVERTISE FOR SPECIAL BUDGET MEETING

This meeting is to approve the proposed budget for 2012.

- **Mr. Nelligan made a motion to advertise for the Budget meeting to be held on Monday, the 21<sup>st</sup> of November at 6:00 PM. Mr. Shutt seconded the motion. The motion was approved 5 in favor, 0 opposed.**

### LETTER OF RESIGNATION – DAWN EPPINGER

Mr. Reeder noted he received a letter of resignation from Dawn Eppinger. Her letter stated she would be resigning on November 17<sup>th</sup> but he requested she complete the week to give him an extra day to catch up on what she does..

- **Mr. Nelligan made a motion to accept the letter of resignation from Dawn Eppinger from the office of administrative assistant and secretary of the Planning Commission. Ms. Beaudet seconded the motion. The motion was approved 5 in favor, 0 opposed.**
- Mr. Reeder asked for authorization from the Board to employ someone through a temporary agency to provide assistance for coverage at the municipal building. Discussion continued. Mr. Reeder noted he would be covering the Planning Commission.
- **Mr. Shutt made a motion to allow Mr. Reeder to hire a temporary agency employee. Mr. Nelligan seconded the motion. The motion was approved 5 in favor, 0 opposed.**

#### **OTHER BUSINESS FROM THE BOARD**

Mr. Longreen commented fencing is to start on Thursday for the pump stations.

There was no other business from the Board.

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

David Boyd commented on the advertising of the request for members of the municipal authority. He did not see it advertised on the website. Chairman Espenshade noted it was in the Newsletter. Mr. Boyd continued his discussion on the Municipal Authority notices.

David Kliss commented on the Humane Society. He suggested the Township might to want to do a fundraiser to offset the cost to the Township.

Chairman Espenshade noted the Executive session will continue after the meeting.

**Mr. Nelligan made a motion to adjourn the meeting. The meeting was adjourned at 8:10 PM.**

Respectfully submitted,

Deborah A. Casey

cc: Keith Espenshade  
John Nelligan  
Marie Beaudet  
Thomas Shutt  
George Rish  
Salzmann, Hughes, PC  
Ronald Reeder

Charles Longreen  
Planning Commission  
Light-Heigel & Associates  
Posted  
Zoning Hearing Board  
LTL Consultants  
Eric Epstein

Curt Cassel