

**REORGANIZATION MEETING
EAST HANOVER TOWNSHIP BOARD OF SUPERVISORS
8848 Jonestown Road, Grantville, PA 17028
January 3, 2011**

The Reorganization Meeting of the East Hanover Township Board of Supervisors was called to order with the pledge to the Flag by Temporary Chairman Keith Espenshade at 7:00 P.M. Present were Supervisors Dave Marshall, John Nelligan, George Rish and Tom Shutt.

Charles Longreen, Director of Public Works, Curtis Cassel, Wastewater Treatment Plant Operator, Scott Wyland, Solicitor, Norman Ulrich, Engineer; and Deborah Casey Secretary/Treasurer were also present.

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

APPOINTMENTS AND COMPENSATION

Temporary Chairman Espenshade asked for nominations for the position of Chairman.

- **Mr. Marshall made a motion to nominate Keith Espenshade as Chairman. Mr. Nelligan seconded the motion. There were no other nominations. Mr. Nelligan made a motion to close the nominations for Chairman, Mr. Marshall seconded the motion. The motion for Chairman was approved 5 in favor, 0 opposed.**

VICE CHAIRMAN

- **Mr. Nelligan made a motion to nominate Dave Marshall as Vice Chairman of the Board. Mr. Shutt seconded the motion. Mr. Nelligan made a motion to close the nominations for Vice Chairman, Mr. Shutt seconded the motion. The motion for Vice Chairman was approved 5 in favor, 0 opposed.**

SECRETARY/TREASURER

- **Mr. Nelligan made a motion to appoint Deborah Casey as Secretary/Treasurer with compensation at \$46,798.00. Mr. Marshall seconded the motion. The motion was approved 5 in favor, 0 opposed.**

ESTABLISHMENT OF TREASURERS BOND - \$3,000,000.00

- **Mr. Rish made a motion to set the treasurers bond at \$3,000,000.00. Mr. Shutt seconded the motion. The motion was approved 5 in favor, 0 opposed.**

ESTABLISHMENT OF ADMINISTRATIVE ASSISTANT BOND - \$100,000.00

- **Mr. Nelligan made a motion to establish a bond of \$100,000.00 for the Administrative Assistant. Mr. Marshall seconded the motion. The motion was approved 5 in favor, 0 opposed.**

SOLICITOR – HAWKE, MCKEON & SNISCAK LLP – PER FEE SCHEDULE

- **Mr. Rish made a motion to appoint to appoint the law firm of Hawke, McKeon & Sniscak as the solicitor per the fee schedule which is \$275.00 per hour for partners and \$225.00 for associates. Mr. Shutt seconded the motion. The motion was approved 5 in favor, 0 opposed.**

SOLICITOR TO ZONING HEARING BOARD – PER FEE SCHEDULE

- **Mr. Nelligan made a motion to appoint Caldwell & Kearns as the solicitor to the Zoning Hearing Board at a rate of \$110.00. Mr. Marshall seconded the motion. The motion was approved 5 in favor, 0 opposed.**

ENGINEER – PER FEE SCHEDULE

- **Mr. Marshall made a motion to appoint LTL Consultants as the engineer per the fee schedule. Mr. Nelligan seconded the motion. The motion was approved 5 in favor, 0 opposed.**

CODES AND ZONING – PER FEE SCHEDULE

- **Mr. Nelligan made a motion to appoint Light-Heigel as Codes and Zoning Officer per the fee schedule. Mr. Rish seconded the motion. The motion was approved 5 in favor, 0 opposed.**

UCC BUILDING INSPECTOR – PER FEE SCHEDULE

- **Mr. Rish made a motion to appoint Light-Heigel as the UCC building inspector per the fee schedule. Mr. Shutt seconded the motion. The motion was approved 5 in favor, 0 opposed.**

SEWAGE ENFORCEMENT OFFICER – PER FEE SCHEDULE

- **Mr. Nelligan made a motion to appoint Light-Heigel as the Sewage Enforcement Officer per fee schedule. Mr. Rish seconded the motion. The motion was approved 5 in favor, 0 opposed.**

INDEPENDENT AUDITOR – BROWN, SCHULTZ, SHERIDAN & FRITZ

- **Mr. Rish made a motion to appoint Brown, Schultz, Sheridan & Fritz as the auditors not to exceed \$8,500.00 for the general audit. Mr. Nelligan seconded the motion. Eric Epstein noted normally when it comes to appointing an auditor, it is appropriate to rotate the individuals from the firm doing the audit. Mrs. Casey noted there are 2 people that do the audit and they are rotated. Mr. Rish amended his motion to request that BSSF rotate the individuals who do the audit yearly. Mr. Nelligan seconded the amendment. The motion was approved 5 in favor, 0 opposed.**

VACANCY BOARD CHAIRMAN

- **Mr. Nelligan made a motion to appoint Glenn Moyer as the Vacancy Board Chairman. Mr. Shutt seconded the motion. The motion was approved 5 in favor, 0 opposed.**

VOTING DELEGATE AND ALTERNATE TO THE PSATS CONVENTION APRIL 17-20

- **Mr. Shutt made a motion to appoint Mrs. Casey as the voting delegate for the PSATS convention. Mr. Nelligan seconded the motion. The motion was approved 5 in favor, 0 opposed.**
- **Mr. Marshall made a motion to appoint Mr. Rish as the alternate voting delegate for the PSATS Convention. Mr. Nelligan seconded the motion. The motion was approved 5 in favor, 0 opposed**

BOARDS, COMMISSIONS, AND COUNCILS

RESOLUTION 2011-01 – SPECIAL FIRE POLICE

This gives the Special Fire Police the police powers necessary to perform its duties when functioning at any event conducted by the Volunteer Fire Co. or when it happens upon any accident or emergency situation and control traffic and crowds where services are needed. In the event of a local emergency, the Emergency Management Coordinator shall have the authority to designate these persons as Special Police as needed until the emergency is terminated.

- **Mr. Rish made a motion to adopt Resolution 2011-01. Mr. Nelligan seconded the motion. The motion was approved 5 in favor, 0 opposed.**

ZONING HEARING BOARD

JoLynn Stoy's term has expired. Her appointment would be until 01/01/2014

- **Mr. Nelligan made a motion to appoint JoLynn Stoy to the East Hanover Township Zoning Hearing Board for a 3 year term. Mr. Marshall seconded the motion. The motion was approved 5 in favor, 0 opposed.**

RESOLUTION 2011-02

This resolution appoints the members of the Zoning Hearing Board, Jeff Rettig 2013; Shirley Allison, 2012; Mark Stremmel (alternate) 2012; JoLynn Stoy, 2014.

- **Mr. Nelligan made a motion to adopt Resolution 2011-02. Mr. Marshall seconded the motion. The motion was approved 5 in favor, 0 opposed.**

PARK AND RECREATION BOARD – RUSS KIESSLING

Russ Kiessling's term has expired and he has agreed to another term of 5 years until 2016.

- **Mr. Marshall made a motion to reappoint Russ Kiessling to the Park and Rec Board for a term of 5 years. Mr. Rish seconded the motion. The motion was approved 5 in favor, 0 opposed.**

CAPITAL REGION COUNCIL OF GOVERNMENTS – DELEGATE AND ALTERNATE

Currently Mrs. Casey is the delegate and Mr. Longreen the alternate.

- **Mr. Nelligan made a motion to appoint Deb Casey as the delegate to the Capital Region Council of Governments and Charles Longreen as the alternate. Mr. Shutt seconded the motion. The motion was approved 5 in favor, 0 opposed.**

ADOPTION OF THE MEETING SCHEDULE FOR 2011

Mrs. Casey noted the meeting schedule was advertised in The Sun and The Patriot News.

- **Mr. Nelligan made a motion to adopt the meeting schedule as published for 2011. Mr. Shutt seconded the motion. The motion was approved 5 in favor, 0 opposed.**

ADOPTION OF THE FEE SCHEDULE – RESOLUTION 2011-03

Chairman Espenshade noted the resolution sets the fees for various permits and charges for the Township.

- **Mr. Nelligan made a motion to adopt Resolution 2011-03 setting the Township fees for 2011. Mr. Marshall seconded the motion. The motion was approved 5 in favor, 0 opposed.**

DEPOSITORY OF TOWNSHIP FUNDS

Funds are deposited with the Fulton Bank, PLGIT, Jonestown Bank, and the Pennsylvania Municipal Retirement System.

- **Mr. Nelligan made a motion to approve the depository of the Township funds with the Fulton Bank, PLGIT, Jonestown and the Pennsylvania Municipal Retirement System. Mr. Marshall seconded the motion. The motion was approved 5 in favor, 0 opposed.**

MILEAGE COMPENSATION - \$0.51

The mileage rate is the approved IRS rate for 2011.

- **Mr. Rish made a motion to establish the mileage compensation rate and the IRS rate of 51 cents per mile. Mr. Shutt seconded the motion. The motion was approved 5 in favor, 0 opposed.**

HOLIDAYS FOR TOWNSHIP EMPLOYEES

Martin Luther King Day	Presidents Day
Primary Election	Memorial Day
4 th of July	Labor Day
Columbus Day	Election Day
Thanksgiving Day	Christmas Day

- **Mr. Nelligan made a motion to establish the Holiday Schedule for Township employees as presented. Mr. Rish seconded the motion. The motion was approved 5 in favor, 0 opposed.**
- Discussion was held on the New Year's holiday for 2012. It was noted the holiday needed to be approved since it would be held before the next reorganization meeting.

- **Mr. Rish made a motion a motion to add January 2, 2012 as the New Year Holiday for the employees. Mr. Marshall seconded the motion. The motion was approved 5 in favor, 0 opposed.**
- **Mr. Nelligan made a motion to adjourn the Reorganization meeting. Mr. Marshall seconded the motion. The meeting was adjourned at 7:27 PM.**

Respectfully submitted:

Deborah A. Casey
Secretary/Treasurer

cc: Keith Espenshade
David Marshall
John Nelligan
George Rish
Thomas Shutt
Hawke, McKeon & Sniscak
Curt Cassel

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