

**NEW HANOVER TOWNSHIP
BOARD OF SUPERVISORS
WORK SESSION
JULY 14, 2014**

A work session of the New Hanover Township Board of Supervisors was held on Monday, July 14, 2014 at the New Hanover Township Historic School House, 3189 Reifsnyder Road, Gilbertsville, PA 19525. Present were Supervisors Douglas Muller, David Brown, Ralph Fluharty, Andrew Kelly and Philip Agliano. Township Manager Michael McGann, Solicitor Paul Bauer and Eileen Pogany were also in attendance. Chairman Douglas Muller called the meeting to order at 6:30 pm.

REVIEW OF AGENDA – no comments.

REVIEW OF BILL LIST - no comments.

MID-YEAR BUDGET ADJUSTMENT PRESENTATION – Cynthia O'Donnell

Mrs. O'Donnell provided an overview of the work being accomplished on mid-year budget adjustments. She stated that she has reviewed the Public Works budget with Brian Lee and that department heads have prepared their adjustments. She stated that she has discovered many discrepancies and anticipates adjustments to real estate tax revenues, fire tax revenues, earned income tax revenues, tax collector expenses, major equipment purchases in finance office, bank service fees, building improvements, police office expenses and supplies, code enforcement, public works, sewer funds (including utility software, replacement of server, maintenance programs for operators, hiring of computer consultants), recreation fund (operating supplies, building maintenance, travel expenses) and changes in personnel. Audit for 2013 is expected to be complete by end of August and any additional fund requests are to be submitted by September.

Work Session concluded at 7:00 PM.

**NEW HANOVER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
July 14, 2014**

The regular monthly meeting of the New Hanover Township Board of Supervisors was held on Monday, July 14, 2014 at the New Hanover Township Historic School House, 3189 Reifsnyder Road, Gilbertsville, PA 19525. Present were Supervisors Douglas Muller, David Brown, Ralph Fluharty, Andrew Kelly and Philip Agliano. Also present were Township Manager Michael McGann, Township Solicitor Paul Bauer and Eileen Pogany. Chairman Douglas Muller called the meeting to order at 7:00pm and led in a Salute to the Flag.

ANNOUNCEMENTS –Chairman Muller thanked Robert Wood and the Historical Society for allowing the Board of Supervisors July meeting to take place in the historic school house each year and stated that Board members enjoy meeting at the school. He added that the following items are available at the rear of the room: attendance sign-in forms for the official record of who is in attendance and agendas for the public. He added that the Board of Supervisors will give an opportunity for public comment prior to any official action, that non-agenda items from the floor will be addressed after all business items are completed, and that one person speaks at a time with a five minute time limit at the discretion of the Chairperson. No one stated that they were taping the meeting.

UPCOMING TOWNSHIP MEETING – announced by Eileen Pogany

July	16	Sewer Authority at WWTP	6:30pm
Aug.	06	Recreation Committee–Recreation Center	7:00pm
Aug.	07	Zoning Hearing–James & Marion Bucci	6:30pm
Aug.	11	Board of Supervisors	6:30pm
Aug.	13	Planning Commission	6:30 pm
Aug.	18	Open Space Committee	6:30 pm
Aug.	19	Environmental Advisory Board	6:30 pm

PRESENTATION OF CURRENT BILLS

Bill List # 13–dated 06/20/2014

General Fund 01	\$ 39,972.25
Fire Tax Fund 03	\$ 0.00
Sewer Operating Fund 08	\$ 31,825.49
Sewer Capital Fund 10	\$ 0.00
Trans. Impact Fund 13	\$ 0.00
Capital Fund 19	\$ 0.00
State Liquid Fuels Fund 35	\$ 5,884.85
Escrow Fund 41	\$ 35,645.15
Recreation Fund 96	\$ 2,457.10
Total	<u>\$ 115,784.84</u>

Ralph Fluharty **moved** to ratify payment of bill list #13 in the amount of \$115,784.84. Andrew Kelly **seconded** the motion and it **carried 5-0**.

Bill List #14 –dated 07/11/2014

General Fund 01	\$ 83,774.49
Fire Tax Fund 03	\$ 2,755.00
Sewer Operating Fund 08	\$ 38,911.92
Sewer Capital Fund 10	\$ 0.00
Trans. Impact Fund 13	\$ 2,120.00
Capital Fund 19	\$ 1,949.00
State Liquid Fuels Fund 35	\$ 5,683.54
Escrow Fund 41	\$ 17,043.41
Recreation Fund 96	\$ 6,397.42
Total	<u>\$ 158,634.78</u>

Philip Agliano **moved** to approve payment of bill list #14 in the amount of \$158,634.78 and advance the treasurer the monies for utilities and payroll for the coming month. David Brown **seconded** the motion and it **carried 5-0**.

MINUTES - Action to approve the following meeting minutes:

June 9, 2014— Work Session and Regular Meeting – Andrew Kelly **moved** to approve, **seconded** by David Brown and **carried 3-0** with Douglas Muller and Ralph Fluharty abstaining since they had not been in attendance.

June 23, 2014-Quarterly Meeting – Douglas Muller **moved** to approve, **seconded** by Andrew Kelly and **carried 4-0** with David Brown abstaining since he had not been in attendance.

DEPARTMENT REPORTS:

Finance Department – Cindy O’Donnell provided documentation of budgeted amounts vs. actual and stated that engineering and professional expenses exceeded budgeted amounts; preparation of traffic signal warrants contributed to the budget overages. Douglas Muller asked that a brief explanation be provided for any line items over budget. Ms. O’Donnell also stated that she is continuing to invest in Certificates of Deposit of varying lengths and maturity dates.

Code Enforcement – Jim Wozniak reported that forty-four building permits have been issued and that twenty-one of those have been for new homes and two for commercial applications. He stated that a draft ordinance amendment has been prepared for clarification of Labor & Industry revisions. The draft ordinance will need L & I approval followed by scheduling of a public hearing on the adoption of the ordinance; Mr. Wozniak was instructed to proceed with submitting the draft ordinance to L & I for review and comment/approval.

Police Department – Chief Kevin McKeon reported that his department had 341 calls for service with 18 assists to other departments. He stated that traffic enforcement is continuing and that 24 criminal investigations have taken place. He stated that vehicle maintenance is good, tires are being rotated, and that cost of gasoline is increasing. He stated that he intends to ask for approval to hire two part-time officers to help with providing coverage 24/7.

Recreation Department – Connie Garner is attending a meeting with the Boyertown Wellness center and submitted a written report to the Board.

Public Works Department – Brian Lee reported the replacing of three storm water pipes, routine maintenance and patching of blacktop on various roads, tree and gravel cleanup were performed following three storms, and that work has been done on preparation of mid-year budget adjustments. Upper Frederick Township is currently doing the storm drain work on Township Line Road-East and preparing for the joint paving project to take place later this summer.

Manager’s Report – Michael McGann reported that the traffic signal specifications for the Swamp Pike and N. Charlotte Street intersection have been completed by Sandy Koza of McMahan Assoc. Douglas Muller **moved** to authorize the engineer to prepare bid specification subject to any inclusions or revisions. Andrew Kelly **seconded** the motion and it **carried 5-0**.

Mr. McGann stated that \$51,000 had been budgeted for roof replacement and that the cost for a flat roof is estimated at \$109,000 and a truss roof is estimated at \$200,000. Mr. McGann stated that the roof replacement could be scheduled for 2015 and the budgeted \$50,000 could be used in 2014 toward having the generator installed at the Township building. Mr. Bauer stated that the roof replacement seems to keep getting pushed back and that he believes the project should move forward. Mr. Muller stated that he is in favor of the truss/peak roof to be constructed over the existing roof and that it may provide for additional space for storage. Mr. McGann was asked to request engineering proposals from both Entech and Gilmore Assoc. prior to the August 11, 2014 meeting with the hopes of awarding a contract during 2014 and work to be done in 2015.

SOLICITOR'S REPORT – Bauer & Associates, LLC – Mr. Bauer stated that he has personnel and litigation items which will be discussed during the executive session. He also mentioned that the codification of zoning and subdivision ordinances keeps being put on the back burner and that the text is not user friendly due to amendments not having been incorporated into the text. He suggested that the Zoning and Subdivision Ordinances be codified separately and that the Montgomery County Planning Commission will be given the opportunity to comment and that public hearings will be required prior to adoption.

BUSINESS FOR DISCUSSION OR ACTION:

N.H.T.P.C. #783 – Rosenberry Annex, Rosenberry Road – Bradley Clymer and Joseph Clement were present representing this project. The plan provides an access to Lot 4 (previously of the Hanover Green Subdivision) from Sterling Drive and will become a part of the Rosenberry Ridge Development owned by Mikelen. Relocation of the driveway eliminates the long driveway needed to circumvent the environmentally sensitive portions of the Lot 4. Lots 4 and 5 of the Rosenberry Ridge development were reconfigured slightly, giving the property owners increased usability of the rear of their lots. Waiver requests included accepting/approving the plan as an annexation and allowing for the driveway to be two (2) feet from the property line. Seller's disclosures will be required for Lots 2 and 3. Andrew Kelly **moved** to grant approval in preliminary/final form contingent upon compliance with comments of Superior Water correspondence of May 19, Gilmore & Assoc. review letter of June 4, and KMS/Adam Supple comments of June 6, 2014 and adopting **Resolution 21-14**. David Brown **seconded** the motion and it **carried 5-0**.

BUSINESS FOR ACTION ON 90 DAY TIME LIMITATION WAIVERS – None

Philip Agliano **moved** to adopt the following resolutions for Dedication of Roadways in the Falcon Crest Subdivision, formerly known as Shannon Rose, as recommended by Gilmore & Associates, letter dated June 25, 2014. David Brown **seconded** the motion and it **carried 5-0**.

Resolution No. 22-14 A resolution of New Hanover Township ordaining and accepting Lawrence Drive as part of the streets and roads of the Township of New Hanover.

Resolution No. 23-14 A resolution of New Hanover Township ordaining and accepting Matthew Lane as part of the streets and roads of the Township of New Hanover.

Resolution No. 24-14 A resolution of New Hanover Township ordaining and accepting Mulberry Lane as part of the streets and roads of the Township of New Hanover.

Escrow Release – N.H.T.P.C. #775 Hanover Woods, Metropolitan Development Group – David Brown **moved** to approve the Request #1 escrow release in the amount of \$496,936.86 as recommended by the Gilmore & Associates review letter dated July 10, 2014. Andrew Kelly **seconded** the motion and it **carried 5-0**.

Resignation – Ralph Fluharty **moved** to accept the verbal resignation of Mary Beth Cartacki. David Brown **seconded** the motion and it **carried 5-0**.

COMMENTS FROM THE FLOOR – Jeanette Moll inquired about parking options available at the Norristown Court House.

Regular Meeting Adjourned to executive session at 7:55PM with possibility of action being taken upon reconvening of the regular meeting.

EXECUTIVE SESSION – Personnel / Litigation

REGULAR MEETING – Reconvened at 8:21PM. Discussion on budget items with no action being taken.

ADJOURN – Meeting was declared adjourned at 8:39PM.

Michael McGann, Township Manager/Secretary