

**NEW HANOVER TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION  
AUGUST 11, 2014**

A work session of the New Hanover Township Board of Supervisors was held on Monday, August 11, 2014 at the New Hanover Township Municipal Building, 2943 North Charlotte Street, 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 6:43 pm.

REVIEW OF AGENDA – no comments.

REVIEW OF BILL LIST – Kaleena Agliano explained two hand-written notes on bill list No. 15 - no comments.

ENGINEERING PROPOSALS - Township Building roof replacement – Manager Michael McGann reported that he had received two estimates for roof replacement. One estimate was from Zeigler Roofing (recommended by Gilmore & Associates) for \$9,480.00 and the 2<sup>nd</sup> was provided by Entech Engineering and quoted in two phases; research at \$9,700 and construction at \$38,500. Zeigler Roofing was determined to be preferred. It was mentioned that if storage space were to be provided in the roof area, it may need to have ADA access and discussion on this matter was tabled until a later time.

The work session concluded at 6:48 pm.

**NEW HANOVER TOWNSHIP  
BOARD OF SUPERVISORS  
AUGUST 11, 2014  
REGULAR MEETING**

The regular monthly meeting of the New Hanover Township Board of Supervisors was held on Monday, August 11, 2014 at the New Hanover Township Municipal Building, 2943 North Charlotte Street, 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 7:10pm and led in a Salute to the Flag.

ANNOUNCEMENTS –Chairman Muller announced that the following items are available on the counter in the rear of the meeting room: attendance sign-in forms for the official record of who is in attendance, agendas for the public, a notebook containing meeting procedures, a notebook containing approved minutes from prior meetings, and a notebook containing prior meeting bill lists. 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.

**ANNOUNCEMENT** – by Eileen Pogany

Township Offices will be closed on Monday, September 1st for the Labor Day Holiday.

**UPCOMING TOWNSHIP MEETINGS** – announced by Eileen Pogany

August 13	Planning Commission Meeting	6:30pm
August 18	Open Space Board	6:30pm
August 19	Environmental Advisory Board Meeting	6:30pm
August 20	Sewer Authority at WWTP	6:30pm
September 3	Recreation Committee-Recreation Center	7:00pm
September 8	Next Regular Meeting of the BOS	6:30pm

**PRESENTATION OF CURRENT BILLS**

**Bill List #15 – Dated 07-25-2014**

General Fund 01	\$143,646.36
Fire Tax Fund 03	\$ 0.00
Sewer Operating Fund 08	\$ 32,407.58
Sewer Capital Fund 10	\$ 0.00
Trans. Impact Fund 13	\$ 0.00
Capital Fund Fund 19	\$ 0.00
State Liquid Fuels Fund 35	\$ 380.72
Escrow Fund 41	\$ 17,602.50
Recreation Fund 96	<u>\$ 6,062.08</u>

**Total** \$200,099.24

Philip Agliano **moved** to ratify payment of bill list #15 in the amount of \$200,099.24. Motion was **seconded** by David Brown and **carried 5-0**.

**Bill List #16 - Dated 8-8-2014**

General Fund 01	\$ 57,468.40
Fire Tax Fund 03	\$169,195.50
Sewer Operating Fund 08	\$ 11,522.81
Sewer Capital Fund 10	\$ 0.00
Trans. Impact Fund 13	\$ 0.00
Capital Fund 19	\$ 0.00
State Liquid Fuels Fund 35	\$ 50,471.82
Escrow Fund 41	\$ 3,916.81
Recreation Fund 96	<u>\$ 2,368.06</u>

**Total** \$294,943.40

Andrew Kelly **moved** to approve payment of bill list #16 in the amount of \$294,943.40 and advance the treasurer the monies for utilities and payroll for coming month. David Brown **seconded** the motion and it **carried 4-0**, Ralph Fluharty abstained from the vote.

**Minutes** – Douglas Muller **moved** to approve the July 14, 2014 work session and regular meeting minutes. David Brown **seconded** the motion and it **carried 5-0**.

**SOLICITOR'S REPORT** –Bauer & Associates, LLC

Solicitor Bauer reported that work is progressing on the installation of the Superior water line extension to provide public water for the residents whose wells are contaminated. During the installation of the line, underground tanks were discovered which must be **removed**. Funding to cover the additional expense for removal of tanks will be reimbursed by the PA DEP.

**DEPARTMENT HEAD REPORTS**

FINANCE DEPARTMENT REPORT – Cynthia O'Donnell provided reports showing cash balances and actual vs budgets. She stated that earned income tax was under-budgeted and the Township is expected to receive an additional \$200,000. In earned income tax revenues this year. David Brown asked Ms. O'Donnell if she had come across any glaring financial matters of concern to her and she responded saying that the winter had been harsh, that engineering expense is over budget (possibly due to Township's portion of Dotterer Road improvements), and that budgeted money for the Gibraltar Rock litigation is almost expended but that she did not see any overall problems. She also provided a document listing township investments and income anticipated, adding that earned income tax money is received by the Township monthly to cover current expenses. Douglas Muller requested that recommendations be made to the Board of Supervisors. She stated that the audit draft for 2013 is expected to be completed this week. She presented a sample of the 2015 budget worksheet showing a four year history to provide a point of reference while preparing the budget; she also stated that fund 19 will be broken down into categories.

CODE ENFORCEMENT REPORT – James Wozniak reported that 21 building permits had been issued during the month of July. He also stated that several minor changes to the proposed Uniform Construction Code amendments have been requested by the Department of Labor and Industry and that he is hoping to be prepared for a public hearing on November 10. He also stated that George Leidig is requesting a waiver to allow for a two entrance driveway to provide better access for farm equipment; a driveway pipe is proposed at the entrance and blacktop will also be provided at the connection to Church Road. Douglas Muller **moved** to grant a waiver to allow for the second entrance conditioned upon the use remaining as a farm use. Andrew Kelly **seconded** the motion and it **carried 5-0**.

POLICE REPORT – Kevin McKeon – Chief McKeon reported that the department responded to 409 calls, had 14 assists to other Townships, performed traffic control, had 12 reportable and 4 non-reportable accidents, 14 criminal arrests, officers traveled 6,715 miles patrolling and that vehicle maintenance has been good. Resident David Beamer, 3373 New Hanover Square Road, stated that he is concerned about cars being pulled over for in places where there is not sufficient room for the safety of the officers when they leave the patrol car.

PUBLIC WORKS REPORT – Brian Lee reported that Township Line Road has been paved with Upper Frederick Township assisting, that various roadways have been patched and paved, that vegetation control, sign repair and replacement, and equipment maintenance have been accomplished. He added that Little Road is scheduled for paving on Monday with the assistance of Upper Frederick Township. Mr. Beamer asked if there is a number to report potholes and was given the Township's Public Works Department telephone number.

RECREATION REPORT – Connie Garner reported that Superior Water Company has completed installing the water lines to Hickory Park and that the driveway has been sealed where lines were installed. She stated that recreation has had a stellar month and that the pool, talent show, karaoke and grant contest were supported with enthusiasm resulting in the Township winning the \$10,000 grant contest sponsored by the Health and Wellness Organization. She asked for permission to purchase a play set and porch swing with the grant monies and the Supervisors requested that she present an itemized account of all expenses associated with the equipment including installation costs, mulch and any other associated expenses. The Board expressed a special thanks to Connie for her efforts in being awarded the grant monies for Hickory Park improvements; she stated she will be concentrating on organizing the Township's community day, Fall Frolic.

SEWER REPORT – Michael McGann reported that the server for the computer system has been installed at the treatment facility and that the billing software is expected in two weeks.

**OTHER BUSINESS:**

**EMERGENCY SERVICES BOARD** – David Brown stated that there had been no meetings of this Board since there had been no business needing to be addressed. Chairman Muller requested that William Moyer, Deputy Chief, provide an update and Mr. Moyer stated that the merger of the Sassamansville and New Hanover Fire Company is 95% complete and that two lease proposals for housing equipment are being considered. He stated that the by-laws are in place and that work is being done to spruce-up the former Sassamansville building including the upgrades to the kitchen and social club facilities. Moyer stated that it is important to meet the deadline in order to receive double grant monies for the upcoming five years, which is likely to be a considerable amount. Chairman Muller wanted assurance that there is equal representation among the fire companies and was advised that if there were an impasse among the fire company personnel, the Emergency Services Board would meet and make recommendations to the Board of Supervisors.

**CONFIRM OF BUDGET MEETING DATES**

Andrew Kelly **moved** to confirm the following budget meeting dates: August 25, September 22, October 20, and November 3. Meetings are to be held at the Township building, 2943 N. Charlotte Street beginning at 6:00pm. David Brown **seconded** the motion and it **carried 5-0**.

**BUSINESS FOR DISCUSSION OR ACTION:**

**90 DAY TIME LIMITATION WAIVERS** – David Brown **moved** to approve the 90-day waiver requests for the following:

N.H.T.P.C. # 665	Zavitsanos-Metro	122 lots	8/18/2014
N.H.T.P.C. # 709	Trotters Gait Plan	54 Units	8/18/2014
N.H.T.P.C. # 714	James Carroll	3 lots	8/18/2014
N.H.T.P.C. # 730	Bart Golf	135 lots	9/06/2014
N.H.T.P.C. # 785	Girl Scouts	Land Development	9/04/2014

Andrew Kelly **seconded** the motion and it **carried 5-0**.

**Audit Report Update** – Mrs. O'Donnell stated that due to the scope of work in preparation of the 2013 audit, an additional \$3,000 is being billed by the auditor. She explained that a cash

basis report is required by DCED in Harrisburg and a different report format is being required by the bank. Mrs. O'Donnell has been asked to inquire as to whether the bank would be willing to accept an audit in the cash basis format.

**Escrow Release** – N.H.T.P.C. #734 Rosenberry Ridge, Mikelen, LLC – David Brown **moved** to approve Request #3 release in the amount of \$108,287.53 as recommended by Gilmore & Associates review letter dated July 25, 2014. Andrew Kelly **seconded** the motion and it **carried 5-0**.

**Escrow Release** – N.H.T.P.C. #700 McSurdy Tract, David McSurdy – Philip Agliano **moved** to approve Request #4 release in the amount of \$124,371.73 as recommended by Gilmore & Associates review letter dated July 15, 2014. Douglas Muller **seconded** the motion and it **carried 5-0**.

**FROM THE FLOOR** – David Beamer of 3373 New Hanover Square Road stated that he believes a citizen's grass-root organization is needed and that he is attempting to start a police review board. Mr. Beamer stated that he thinks there is a wave over the country and that civilian input is needed. He expressed his disappointment in not having heard back from the Board of Supervisors. The Board stated that they did not see a need to respond and that a complaint had been resolved in court. Mr. Beamer thinks someone needs to follow up on complaints to the police department and that he believes his complaint to that department has been mishandled. Chief McKeon stated that Mr. Beamer had contacted outside agencies including the County detectives and that he has responded to Mr. Beamer's requests. Chairman Muller stated that the Board will take the matter under advisement.

Gregory Maskery, 2522 Jane Lane, stated that in his experience there should be written responses. Chief McKeon stated that all right-to-know requests have been responded to and that the response is what is required; he agreed to respond to all complaints and provide a copy of each request and response to Township Manager Michael McGann.

Jerry Geeza of 2412 New Hanover Square Road stated that his neighbor, Austin, has a huge garage and brings trucks and trailers onto his property which cause vibrations, fumes and noise which awakens his family. He stated that there have been multiple complaints to the police and that there was a court case in 2008 which resulted in a ruling which prohibits trailers from being situated on the Austin property. He stated that he is "fed-up" with the situation and wants a quick resolution. Solicitor Bauer stated that he has spoken with Mr. Wozniak, Township's Director of Code Enforcement, and will do the best he can but may not be able to resolve the situation quickly. He stated that each day a violation occurs can be cited as a separate violation; he will also check into the Township's noise ordinance.

**Regular Meeting** – adjourned to executive session at 8:50pm with an announcement being made that a vote may be taken upon reconvening the meeting.

#### **EXECUTIVE SESSION – PERSONNEL**

The meeting reconvened at 9:12pm

Michael McGann reported to the BOS that it was discovered that police officers have been paid overtime at their 2013 rates during this year. Andrew Kelly **moved** to authorize the finance department to compensate the officers for the overtime they are owed at 2014 pay rates. Phillip Agliano **seconded** the motion and it **carried 5-0**.

Phillip Agliano **moved** to appoint Edward Swagzdis to the Environmental Advisory Board. David Brown **seconded** the motion and it **carried 5-0**.

**Regular Meeting** – adjourned to executive session at 9:30pm with an announcement being made that a vote may be taken upon reconvening the meeting.

The meeting reconvened at 10:40pm.

Douglas Muller **moved** to authorize the payment of a quarterly salary bonus to Michael McGann in the amount of \$5,000.00 for his service as the Interim Township Manager. Andrew Kelly **seconded** the motion and it **carried 5-0**.

#### **ADJOURNMENT**

The meeting was declared adjourned at 10:45pm.