

**NEW HANOVER TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION  
JANUARY 12, 2015**

A work session of the New Hanover Township Board of Supervisors was held on Monday, January 12, 2015 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 Kevin Tobias, Solicitor Paul Bauer, and Eileen Pogany were also in attendance. Chairman Douglas Muller called the meeting to order at 6:35 PM.

**Review of Agenda** – no comments

**Review of Bill List** – no comments

Work session meeting adjourned to executive session at 6:40 PM.

**NEW HANOVER TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
JANUARY 12, 2015**

The regular monthly meeting of the New Hanover Township Board of Supervisors was held on Monday, January 12, 2015 at the New Hanover Township Municipal Building, 2943 North Charlotte Street, Gilbertsville, PA 19525. Present were Supervisors Douglas Muller, Ralph Fluharty, Andrew Kelly, David Brown, and Philip Agliano. Also present were Township Manager Kevin Tobias, Township Solicitor Paul Bauer and Eileen Pogany. Chairman Douglas Muller called the meeting to order at 7:05pm and led in a Salute to the Flag.

**ANNOUNCEMENTS** – Chairman Douglas 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.

**UPCOMING TOWNSHIP MEETINGS – Eileen Pogany**

January 14	Planning Commission	6:30pm
January 16	Recreation Steering Committee	10:00am
January 20	Environmental Advisory Board	6:30pm
January 21	Sewer Authority at WWTP	6:30pm
February 04	Recreation Committee – Recreation Center	6:30pm
February 05	Zoning Hearing: Garrison, Glenn & Diane Easy Living Properties	6:30pm
February 09	Board of Supervisors	6:30pm
February 16	Open Space Committee	6:30pm

**PRESENTATION OF CURRENT BILLS**

**Bill List #01 –dated 01/12/2015**

General Fund 01	\$ 53,127.70
Fire Tax Fund 03	\$ 2,755.00
Sewer Operating Fund 08	\$ 23,063.68
Sewer Capital Fund 10	\$ 0.00
Trans. Impact Fund 13	\$ 4,789.03
Capital Fund 19	\$ 0.00
State Liquid Fuels Fund 35	\$ 9,641.00
Escrow Fund 41	\$ 270.00
Recreation Fund 96	\$ 909.79
Total	\$ <u>94,556.20</u>

Ralph Fluharty **moved** to approve payment of bill list #01 in the amount of \$94,556.20 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:**

Andrew Kelly **moved** to approve the minutes of the December 8, 2014 Work Session and Regular Meeting. David Brown **seconded** the motion and it **carried 5-0**.

Douglas Muller **moved** to approve the minutes of the December 22, 2014 Quarterly Meeting; motion was **seconded** by Ralph Fluharty and the motion **carried 4-0** with David Brown abstaining since he had not been in attendance.

**DEPARTMENT REPORTS:**

**Finance Department** – Cindy O'Donnell – was not in attendance and there was no report.

**Code Enforcement** – Jim Wozniak reported 12 new home starts during the month of December 2014 and 107 new home starts during 2014.

**Police Department** – Chief Kevin McKeon reported that during the month of December 2014, his department responded to 272 calls for service, had 13 assists to other departments, 7 reportable and 14 non-reportable accidents, 27 criminal investigations with 15 arrests, officers

traveled 6,431 miles, continued vehicle maintenance, and had no citizen complaints. He added that one of the newly hired part-time officers started their field training which will likely be on-going for 3-4 months.

**Public Works Department** – Dennis Flynn stated that his department has been busy maintaining roadway drainage, applying gravel and stone millings to unpaved surfaces where needed, patching potholes and applying salt where icing has occurred or is anticipated. He also stated that 296 Christmas trees have been collected. Douglas Muller mentioned seeing road department equipment being listed on munici-bid and asked that the Board be made aware anytime equipment is being offered for sale. Mr. Flynn stated that he has a list of needed improvements including garage doors, lighting and heat in the garage, repairs to the salt bin and would like to house road equipment under roof since equipment could be better maintained under roof. He stated that \$1,000. had been budgeted for repairs in 2015 and he estimates \$60,000 may be needed. He stated that the 2007 paver now being used is destroying the trucks due to its small size and that the cost of a new paver, 15' width, is \$117,000. The Township could expect to receive \$35,000 for the existing paver with a net capital outlay of \$57,000. Additionally, his computer screen is turning blue which is an indication that its life is about to expire. Supervisors discussed alternative solutions with David Brown requesting that Mr. Flynn study his needs and options and obtain proposals and report to the Board at their February 9 meeting.

**Recreation Department** – Connie Garner - was not in attendance and there was no report.

**Manager's Report** – Kevin Tobias – reported that the reported problem at Crabapple Court was investigated and that the property owner is responsible for the repair. He stated that he has provided tentative budget meeting dates following the dates of last year's meeting dates, that he would like to explore applying for the "Green Light Go" program, being offered through the State Senator Mensch's office, that he has received the resignation of Zoning Hearing Board member Larry Gooding, is considering an ornamental lighting agreement, and is researching replacement of the roof on the municipal building. Discussion ensued with respect to height of roof and placement of the HVAC units with Chairman Muller asking that Mr. Tobias and James Wozniak meet with the architect to discuss alternatives. Chairman Muller also asked Mr. Tobias to list a listing of action items on the Board's agenda. The Master Casting Agreement and Ornamental Lighting agreements will appear on the February 9, 2015 agenda for action.

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

Mr. Bauer reported that an updated lease agreement is needed with Clear Channel Outdoor for the use of two billboards along Rt. 73. Ralph Fluharty **moved** to authorize the execution of an updated lease agreement. Andrew Kelly **seconded** the motion and it **carried 5-0**.

**BUSINESS FOR DISCUSSION OR ACTION:**

**Resolution No. 05-15** setting the wages and salary rates for all non-uniformed personnel effective January 1, 2015. Action was deferred, adoption may follow executive session.

**Resolution No. 10-15** – Andrew Kelly **moved** to appoint Kevin Tobias and Kaleena Agliano to serve as representatives to the Berks County Tax Collection Committee. David Brown **seconded** the motion and it **carried 4-0** with Philip Agliano abstaining.

Assistant Treasurer – Philip Agliano **moved** to appoint Cynthia O'Donnell as Assistant Township Treasurer; motion was **seconded** by David Brown and **carried 5-0**.

Non-uniformed Pension Committee Current Membership: David Brown **moved** to approve committee appointments as follows:

- Supervisor Representatives – Ralph Fluharty and Andrew Kelly
- Employee Representatives – Robert Rinehart and Eileen Pogany

Douglas Muller **seconded** the motion and it **carried 5-0**.

**BUSINESS FOR ACTION ON 90 DAY TIME LIMITATION WAIVERS** – Andrew Kelly **moved** to grant requests for extensions of the 90 day review period as follows:

N.H.T.P.C. #709	Trotters Gait	54 lots	02-05-2015
N.H.T.P.C. #665	Zavitsanos	122 lots	02-10-2015
N.H.T.P.C. #714	James Carroll	3 lots	02-10-2015
N.H.T.P.C. #786	DePallo	2 lots	02-05-2015

Motion was **seconded** by Ralph Fluharty and **carried 5-0**.

**Escrow Release** – N.H.T.P.C. #710 **Renninger Tract** – Philip Agliano **moved** to approve escrow release #5 in the amount of \$61,577.44 as recommended by Gilmore & Associates letter dated December 18, 2014. Ralph Fluharty **seconded** the motion and it **carried 5-0**.

**NEW BUSINESS** – Ralph Fluharty suggested that a review of the sewer loans be made with the possibility of changes to improve the financial condition. Thomas Miskiewicz, Chairman of the Sewer Authority, agreed and invited Mr. Fluharty to attend the Authority meeting for further discussion. It was noted that any changes may be time restricted and Mr. Fluharty was asked to report back to the Supervisors at their February 9, 2015 meeting.

#### **COMMENTS FROM THE FLOOR – None**

Regular meeting adjourned to executive session at 8:21pm.

#### **EXECUTIVE/PERSONNEL SESSION**

Reconvened regular meeting at 9:05pm.

**Resolution 05-15** – Andrew Kelly **moved** to adopt Resolution 05-15, employee pay rate schedule for 2015 based upon rates on Exhibit A. David Brown **seconded** the motion and it **carried 5-0**.

**Township Auditor** - Philip Agliano **moved** to appoint Reinhart & Company as Township auditor based upon their proposal of November 21, 2014 and at a rate of \$10,525 for year 2015. David Brown **seconded** the motion and it **carried 5-0**.

**ADJOURN** – Andrew Kelly **moved** to adjourn at 9:10pm and the meeting was declared adjourned.

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Kevin Tobias, Township Manager/Secretary