

**NEW HANOVER TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION  
FEBRUARY 9, 2015**

A work session of the New Hanover Township Board of Supervisors was held on Monday, February 9, 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 6:40 PM. Chairman Muller announced that there had been a Litigation Session prior to the beginning of the work session and that no action had been taken.

**Review of Agenda** – no comments

**Review of Bill List** – no comments

**Recreation Master Plan Meeting**

Mr. Adam Supplee and Mr. John Hoover from KMS were present to lead in a presentation and discussion to include comments from tentative stakeholders in the Township's recreation planning. Mr. Hoover stated that the Township is developing a park and recreation master plan looking ten to fifteen years in advance and that they are seeking recommendations and reviewing policies and procedures. He stated that concentration is being given to youth groups and that each park has been visited. Possible stakeholder attendees include the following:

- Andrew Carl – Valley Forge TCB
- David Waldman – Boyertown Midget Baseball
- Scott Rath – Boyertown Midget Baseball
- Rick Smith – Lacrosse
- Shawn O'Connor – Boyertown Optimists
- Scott Fluharty – New Hanover Recreation
- Brian and Mary Kay Sheahan – AJAX FC Soccer
- Gary Halteman – AJAXFC Soccer
- Andrew Carl
- Mike Millman – New Hanover Township Resident
- Joy Caprio - New Hanover Township Resident & Steering Committee
- Susan Smith - New Hanover Township Resident
- Connie Garner - New Hanover Township Recreation Director
- Kim Slonaker – Boyertown and New Hanover YMCA
- Matthew Hird – US Sports Institute
- David Isctt – Boyertown Soccer Club
- Steve Riviello – Pres., Boyertown Soccer Club
- David Wise - Boyertown Soccer Club
- Dennis Pogany - New Hanover Township Resident
- Kenneth Martin – New Hanover Township Recreation Committee
- Thomas Miskiewicz - New Hanover Township Resident
- Scott Fluharty - New Hanover Township Resident & Steering Committee

Rick Smith - New Hanover Township Resident

Chairman Muller asked that each representative identify what their role could play in the Township's plan and what input and insights they might be able to contribute. Paul Bauer stated that economic stimulus is very important.

A number of questions were asked of the attendees which generated comments and suggestions. Responses and suggestions include the following: adequate numbers of fields are needed in order to accommodate local needs and also to host regional events, adequate local fields eliminate the need for long travel commutes for practices and events, interest in activities is growing resulting in waiting lists for persons wanting to be included, attendees were asked if indoor facilities are desired and if the clubs would be interested in 10 year leases, clubs are interested in building fields, there is interest on behalf of some clubs for turf fields, suggestion was made to organize adult activities such as soccer, field hockey and equestrian activities, Montgomery County offers assistance in organizing events for travel teams including rebates and discounts for lodging, revenues generated by events would be used toward maintenance of playing fields, suggestion was made to create and publish a calendar of local events and to notify local businesses who may be interested in providing food vendors or extending business hours, hotel/motel business may locate within the Township if a need for overnight accommodations is demonstrated, some developed communities have no open spaces suitable for developing into sports fields; traffic, parking, security, crime issues are critical and need to be addressed, successful events will encourage additional types of recreational/sports events, if indoor facility is constructed businesses could rent spaces to showcase their products, some clubs prefer owning and maintaining their own fields, cost to build turf fields could be as much as one million dollars, rentals of turf fields are known to be as much as \$500/hour, lighting issues will need to be addressed, and note was made that lacrosse is becoming more popular. David Brown asked that an analysis of turf vs. grass fields be provided. Connie Garner stated that she will be applying for grants and that New Hanover Township has potential areas for fields and opportunities. Douglas Muller stated that everyone needs to work together and hopes that a working plan with projections will be created. Questions will be sent to stakeholder attendees in order to prepare for the upcoming meeting on February 23, 2015 at 6:30 PM; two additional meetings to be scheduled in March.

Work session meeting adjourned to regular meeting session at 8:00 PM.

**NEW HANOVER TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
FEBRUARY 9, 2015**

The regular monthly meeting of the New Hanover Township Board of Supervisors was held on Monday, February 9, 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 Solicitor Paul Bauer and Eileen Pogany. Chairman Douglas Muller called the meeting to order at 8:14pm 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.

Douglas Muller also announced that a litigation session had been conducted earlier in the evening and that motion has been made by Ralph Fluharty for the Township to be represented by Robert Brant and Paul Bauer at the Gibraltar Rock Zoning Hearing scheduled for March 5, 2015. Andrew Kelly **seconded** the motion and it **carried 5-0**.

**ANNOUNCEMENTS** – Township office closed for the President’s Day Holiday, February 16.

**UPCOMING TOWNSHIP MEETING:**

Feb 11	Planning Commission	6:30pm
Feb 16	Open Space Committee	6:30pm
Feb 17	Environmental Advisory Board	6.30pm
Feb 18	Sewer Authority at WWTP	6:30pm
March 4	Recreation Committee Meeting	7:00pm
March 5	Zoning Hearing Board – Gibraltar Rock	6:30pm
March 9	Board of Supervisors	6:30pm

**PRESENTATION OF CURRENT BILLS**

**Bill List #03 –dated 02/06/15**

General Fund 01	\$353,918.74
Fire Tax Fund 03	\$ 2,755.00
Sewer Operating Fund 08	\$ 23,369.52
Sewer Capital Fund 10	\$ 0.00
Trans. Impact Fund 13	\$ 4,482.13
Capital Fund 19	\$ 0.00
State Liquid Fuels Fund 35	\$ 32,379.42
Escrow Fund 41	\$ 2,776.25
Recreation Fund 96	\$ <u>887.96</u>

Total \$ 420,569.02

Ralph Fluharty **moved** to approve payment of bill list #03 in the amount of \$420,569.02 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 meeting minutes:

January 5, 2015 - David Brown **moved** to approve the January 5, 2015 reorganization meeting minutes, motion was **seconded** by Andrew and **carried 5-0**.

January 12, 2015 – Philip Agliano **moved** to approve the January 12, 2015 work session and regular meeting minutes. David Brown **seconded** the motion and it **carried 5-0**.

**DEPARTMENT REPORTS:**

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

**Code Enforcement** – James Wozniak discussed the roof design submitted for the municipal building showing a 5-12 pitch. Supervisors discussed the option of including dormers for esthetic purposes and asked that a cost per dormer for four to five dormers be included as an option in the bid documents. The option of using a tin roofing material was discussed and it was decided that a forty-year textured shingle roof would be the best option. Possibility of separating portions of the project into separate bids for the project including the relocating of the HVAC units was discussed. Mr. Wozniak was asked to follow up with Township Manager Kevin Tobias.

**Police Department** – Chief Kevin McKeon submitted a written report and had no additional information.

**Public Works Department** – Dennis Flynn reported that 520 Christmas trees had been collected. He also added that that sale of equipment through munici-bid has netted \$67,342.78 which will be applied toward the cost of a paver leaving a balance of \$5,122. to be expended from the Public Works budget. Mr. Flynn stated that proposed projects including a garage, lighting repairs and heating have been put on hold. Chairman Muller reminded Mr. Flynn to obtain Board of Supervisors approval prior to any large capital purchases. Mr. Flynn apprised the Board of Supervisors that Montgomery County Roads and Bridges have advised him that the Township is responsible for costs and repairs for all signs along County maintained roadways which are enforced by the Police Department, i.e. speed and stop signs.

Philip Agliano asked if the Township's Pontiac vehicle, previously used by the Township Manager, is being used periodically and was told that it is used.

**Recreation Department** – Connie Garner was present asking for permission to purchase a portable, changeable letter sign to advertise the March craft show and other events at the New Hanover Recreation Center at a cost of \$262 plus \$69 for letters. Douglas Muller **moved** to authorize purchase of the sign as described by Mrs. Garner. Andrew Kelly **seconded** the motion and it **carried 5-0**.

Ralph Fluharty mentioned that he would like to have an expenditure of \$850 approved to install a service window at the recreation center to give visibility as to who is entering the building and also to provide for better communication; a mail slot and drop box to receive payments etc. was also suggested. Ralph Fluharty made a **motion** to approve installing a service window. There was no further action and the **motion died**.

Safety protection for the Township's administrative offices was discussed and included a hallway separation for protection for the manager's office and meeting rooms and also a

plexiglas panel across the counter area in the reception area; metal curtain is to remain. Kevin Tobias, Chief McKeon and James Wozniak were asked to discuss and advise the Board of Supervisors as to their recommendations.

**Manager's Report** – Kevin Tobias was absent.

**SOLICITOR'S REPORT** –Bauer & Associates, LLC  
Mr. Bauer stated he had nothing new to report.

**BUSINESS FOR DISCUSSION OR ACTION:**

*TDS proposal for IT backup* – Paul Bauer explained that it has come to the Township's attention that the computer records are not being backed up. Mr. Tobias has received a proposal dated February 6, 2015 for labor and service to provide off-site backup to the Cloud at a cost of \$450. David Brown **moved** to accept the proposal at the quoted price. Motion was **seconded** by Ralph Fluharty and **carried 5-0**.

*Electric Generator* – James Wozniak mentioned that there has been discussion regarding the appropriate sizing of the generator for the municipal complex and was directed to discuss the needs and make suggestions for appropriate sizing and/or use of a transfer switch to power critical areas in the event of an electrical outage.

*Sewer Authority interest rates* – Douglas Muller **moved** to authorize Kevin Tobias to lock into the best interest fixed rate available, currently at 1.57% and changing weekly, for the 1.3 million Authority note and also on the 4.89 million dollar loan in the name of the Township and to execute necessary documents. Motion was **seconded** by Andrew Kelly and **carried 5-0**. Authority intends to monitor as to when the best time may be to liquidate the remaining balance of their loan.

*Berks County Tax Collection* – motion to rescind appointment of Kaleena Agliano and Kevin Tobias to the Committee was tabled.

*Pennsylvania Department of Transportation Master Casting Agreement* providing specifications for materials used on State highways such as grates and manhole covers. Philip Agliano **moved** to approve the Master Casting Agreement; motion was **seconded** by Andrew Kelly and **carried 5-0**.

*Met Ed Streetlight Agreement* – Ralph Fluharty **moved** to adopt Resolution #11-15 approving street lighting specifications at the Rosenberry Road/ Sterling Drive location. Philip Agliano **seconded** the motion and it **carried 5-0**.

*Snelling Escrow Release* – Andrew Kelly **moved** to approve the release of the \$5,000 escrow amount for the maintenance of an on-site sanitary sewer system upon receipt of the signed agreement and \$1,000 deposit by the current property owners at 431 Houseman Road, Perkiomenville. David Brown **seconded** the motion and it **carried 5-0**.

*Expenditure approvals* – Ralph Fluharty referred to his memo regarding financial/treasurer matters. Paul Bauer will be preparing a draft written policy detailing the amounts and circumstances in which prior authorization by the Township Manager or Board of Supervisors will be required for purchases.

**VACANCIES/APPOINTMENTS:**

*Planning Commission appointments* - on the recommendation of the Planning Commission, Philip Agliano **moved** to appoint Scott Rath to a term expiring 1/2017 and Michael Millman to a term expiring 1/2018. David Brown **seconded** the motion and it **carried 4-1**. Connie Garner asked if the reason her husband, Charles Garner, was not appointed was due to his absence at the second interview and was told the recommendations were unanimous and that her husband's prior interview had been considered.

*Pension Trustee appointment* – Andrew Kelly **moved** to appoint Kevin Tobias as Pension Trustee to serve with Ralph Fluharty. Douglas Muller **seconded** the motion and it **carried 5-0**.

*Deputy Tax Collector* – Paul Bauer explained that Act 164 has become a law which requires a deputy tax collector to be bonded and have Tax Collector's Certification. David Brown **moved** to appoint Rebecca Zern as deputy tax collector. Andrew Kelly **seconded** the motion and it **carried 5-0**.

**BUSINESS FOR ACTION ON 90 DAY TIME LIMITATION WAIVERS** – Ralph Fluharty **moved** to grant 90-day waivers to N.H.T.P.C. #'s 730, 785, 754, 767, and 778 as listed below.

N.H.T.P.C. # 730	Bart Golf	135 lots	03/01/2015
N.H.T.P.C. #785	Girl Scouts	Land Develop.	02/26/2015
N.H.T.P.C. #754	Breinig	2 lots	03-10-2015
N.H.T.P.C. #767	Murianka	2 lots	03-14-2015
N.H.T.P.C. #778	2481 Romig Rd.	52 lots	03-14-2015

Motion was **seconded** by David Brown and **carried 5-0**.

**COMMENTS FROM THE FLOOR**

Thomas Miskiewicz advised the Board that a sign has been posted on the property adjoining the Township's Hickory Park advertising the property for sale.

**ADJOURMENT**

Regular meeting was declared adjourned by Douglas Muller at 9:40 PM.

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Kevin Tobias, Township Manager/Secretary