

**NEW HANOVER TOWNSHIP
BOARD OF SUPERVISORS
WORK SESSION**

April 13, 2015

A work session of the New Hanover Township Board of Supervisors was held on Monday, April 13, 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, Township Engineer David Leh, and Eileen Pogany were also in attendance. Chairman Douglas Muller called the meeting to order at 6:30 PM.

Review of Agenda – Paul Bauer stated that he had not received comments from all the Board members on the proposed Purchase Policy and that action on the policy will be deferred until all review comments are received.

Review of Bill List – Philip Agliano asked about distribution of the remaining Fire Tax monies which were held prior to finalization of the fire company merger. Mr. Bauer suggested that he submit a written request for distribution.

Work session meeting adjourned to Personnel and Litigation session at 6:35 PM.

**NEW HANOVER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING**

April 13, 2015

The regular monthly meeting of the New Hanover Township Board of Supervisors was held on Monday, April 13, 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, Township Engineer David Leh, and Eileen Pogany. Chairman Douglas Muller called the meeting to order at 7:05 PM 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 MEETING ANNOUNCEMENTS – Eileen Pogany

April	15	Sewer Authority	6:30pm
April	23	Zoning Hearing Board-3212 New Hanover Sq. Rd.	6:30pm
April	27	Board of Supervisors	6:30pm
May	6	Recreation Committee @ Recreation Center	6:30pm
May	7	Zoning Hearing Board – Gibraltar Rock (Cont'd)	6:30pm
May	12	Pottstown Area Council of Government	7:00pm
May	13	Planning Commission	6:30pm
May	18	Open Space Committee	6:30pm
May	19	Environmental Advisory Board	6:30pm

PRESENTATION OF CURRENT BILLS

Bill List #08–dated 04/24/15

General Fund 01	\$ 45,393.13
Fire Tax Fund 03	\$ 426.82
Sewer Operating Fund 08	\$ 26,872.76
Sewer Capital Fund 10	\$ 0.00
Trans. Impact Fund 13	\$ 0.00
Capital Fund 19	\$ 57,249.21
State Liquid Fuels Fund 35	\$ 34,010.98
Escrow Fund 41	\$ 2,650.03
Recreation Fund 96	<u>\$ 3,599.52</u>
Total	\$ 170,202.45

Ralph Fluharty **moved** to approve payment of bill list #08 in the amount of \$170,202.45 and advance the treasurer the monies for utilities and payroll for the coming month. David Brown **seconded** the motion it **carried 5-0**.

MINUTES – David Brown **moved** to approve the minutes of the March 23, 2015 work session and regular meeting, **seconded** by Philip Agliano and **carried 4-0** with Douglas Muller abstaining since he had not been in attendance.

SOLICITOR'S REPORT – Bauer & Associates, LLC

Paul Bauer reported that he had no litigation matters to report on. He mentioned that a hearing on the Gibraltar Rock application had been held on April 9; the Board requested that he provide a summary of the hearing proceedings.

DEPARTMENT REPORTS:

Finance Department – No Report

Code Enforcement – James Wozniak reported that nine building permits for new homes had been issued during the month of March. He added that he has been working on the counter screen in the administration office and has ordered a hallway door for security into the manager's office. He reported having obtained a quote for \$4,700 for the installation of a generator. Philip Agliano **moved** to award the contract for the generator installation to Ringing Rocks providing a Contractor's License is issued along with a Certificate of Insurance being provided to the Township and that the work is inspected by Mr. Wozniak. Motion was **seconded** by David Brown and **carried 5-0**. David Brown instructed Dennis Flynn to check on the size and thickness of the concrete pad.

Public Works Department – Dennis Flynn reported that during the month of March he and others in his department had attended seminars, cleared snows from storms with five inch accumulations, repaired certain roadways with hot mix and others with gravel, did drainage work, sign and equipment repair and also seeding and fertilizing. He advised the Board that the Montgomery County bridge on Lutheran Road is in dire need of repairs and has been inspected by Montgomery County Road and Bridges personnel; Mr. Flynn was asked to follow up with the County. Paul Bauer advised that Douglass Township negotiated with the County with regard to two of the bridges located in their community and the county has offered to provide new bridges at their expense which will then be turned over to the Township and become the responsibility of the township going forward. He advised that the bridge on New Hanover Square Road is a Penna DOT maintained bridge and should be inspected every two years; Paul Bauer stated that Mr. Flynn to request a copy of the PA DOT listing of bridges needing repairs. Mr. Flynn added that he is working on a paving schedule and listing priorities and is also working on a plan for continual maintenance which could include oil and chip. Oil and chip has been proven to be beneficial in preserving roadway surfaces and a fog coat could be applied over the oil and chip for an additional \$1.00 per foot which would minimize the splatter sometimes an issue with oil and chip. He estimated the cost of repaving to be \$180,000 per mile and the total cost to improve all Township roadways at 22 million dollars. Mr. Flynn stated that his tar bucket is in need of repairs estimated to cost \$1,200 and that he suggests that the existing tar bucket be sold on municibids and a replacement be purchased at a cost of \$1,000 explaining that a new bucket would have features which will be beneficial. Andres Kelly **moved** to authorize the advertising of the old tar bucket on municibid with a required minimum bid of \$1,500. And also the purchase of the new tar pot at a cost of \$1,000. Douglas Muller **seconded** the motion and it **carried 5-0**. Township representatives have met with Montgomery County Roads and Bridges to discuss road improvements needed along the Swamp Pike corridor to accommodate the new developments and proposed developments. Improvements will be phased and are expected to provide three lanes of traffic along Swamp Pike along with turning lanes. The bridge and culvert along N. Charlotte Street is to be improved as part of the required improvements of the Wynstone Town center development.

Police Department – Chief McKeon reported 362 calls for service, 7 assists to other departments, 15 assists received from other departments, 28 accidents 15 of which were reportable, 20 criminal cases with 7 arrests, vehicle maintenance and no citizen complaints.

Recreation Department – Connie Garner stated that things are going very well with the recreation programs. She reported having attended a conference in Lancaster and is collecting surveys for the Parks Master Plan. Activities which have taken place and scheduled include: fishing derby, Easter egg hunt, American Girl bus trip to New York, community garden, yoga,

Zumba, programs by the Health Department, a blood drive, facilities reservations and upcoming season at the Hickory Park pool.

MANAGER'S REPORT – Kevin Tobias reported that he will review the list of roadways needing improvement and that Upper Pottsgrove has requested that Mock Road be added to the list. Mr. Tobias suggests that a portion of Capital Equipment Tax Funds be utilized to fund a long term road improvement program, and that a 5-7 year plan be adopted. Also a “draft” cash management and security management policy for the recreation center has been prepared. He mentioned that Superior Water Company is being acquired by Aqua Water. He stated that he had received a request for stockpiling of soil from Kingston Hill Development temporarily on the Zavitsanos site which was determined to be acceptable providing the soils be properly protected and truck traffic hauling dirt use Swamp Pike rather than Buchert Road.

BUSINESS FOR DISCUSSION OR ACTION:

- Township Administration Building Roof – Andrew Kelly **moved** to advertise two separate bids and to authorize the Township engineer to prepare the bid specifications. Philip Agliano **seconded** the motion and it **carried 5-0**.
- Accept resignation of Greg Maskrey from Emergency Services Board – David Brown **moved** to accept the resignation of Mr. Greg Maskrey. Philip Agliano **seconded** the motion and it **carried 5-0**.
- Purchasing Policy – awaiting review comments from Board of Supervisors.
- Reimbursement to Officer Fugelo for college courses – Ralph Fluharty **moved** to reimburse Officer Fugelo for college expenses in the amount of \$3,142.90. Motion was **seconded** by David Brown and **carried 5-0**.
- Board Meeting dates for 2015 – David Brown **moved** to approve the Board of Supervisors meeting dates for 4th Monday of each month with exception of May 25, 2015. Ralph Fluharty **seconded** the motion and it **carried 5-0**.
- Release of Fire Tax for 4th Quarter 2014 – tabled until dollar amount is provided to Board.
- Pottstown Regional Recreation Council – Pottstown is asking New Hanover to join the recreation portion of the council and advises that New Hanover is eligible for two grants even though they have not opted in on the recreation portion of the council. The Township believes that it's recreation program is working well; Connie Garner will continue to attend the Council meetings and keep them updated on New Hanover Township's activities.
- On-line Quickbooks training for staff – Andrew Kelly **moved** to authorize Kaleena Agliano the receive training at a cost not to exceed \$400.00. David Brown **seconded** the motion and it **carried 4-0** with Philip Agliano abstaining for the vote.
- Payment of bills – Cindy O'Donnell suggested that bills be paid one time each month. Ralph Fluharty stated that he prefers to keep paying twice a month and the Board opted to continue paying twice monthly.
- Hiring of Pool Staff – Douglas Muller **moved** to authorize hiring the following staff members for the Hickory Park Pool for the 2015 season: Michelle Parker, Christian Van Dyke, Marcus Sobetsky, Rylee Fluharty, Dalanie Davis, Jessica Morris, Lauren Flack and Felicia Sloyer. David Brown **seconded** the motion and it **carried 4-0** with Ralph

Fluharty abstaining. Connie Garner advised that she anticipates needing an additional four life guards prior to the beginning of the season.

- Recommendation of Recreation Committee – Ralph Fluharty **moved** to appoint Thomas Miskiewicz as Recreation Committee Board Member. David Brown **seconded** the motion and it **carried 5-0**.
- Audio/Visual Improvements to Meeting Room – Ralph Fluharty explained that he had attended the Gibraltar Rock Zoning Hearing and that the public had difficulty hearing testimony and also had difficulty viewing drawings and exhibits which were referenced during the hearing. Audio and video improvements for the meeting room were discussed with Kevin Tobias stating that he would have something in place prior to the next hearing to address the audio and visual needs.

VACANCIES/APPOINTMENTS:

Chairman Muller welcomed Mr. Greg Rapp who will begin employment with the Township as the Superintendent of the Sewer Authority. Mr. Rapp was formerly employed by Spring Township and also with Berks Montgomery Authority and lives in the Township.

BUSINESS FOR ACTION ON 90 DAY TIME LIMITATION WAIVERS – David Brown **moved** to grant 90-day waivers to N.H.T.P.C. Nos. 709, 665, 714, and 786 as listed below.

N.H.T.P.C.#709	Trotters Gait	54 Lots	5-4-2015
N.H.T.P.C. #665	Zavitsanos	122 Lots	5-9-2015
N.H.T.P.C. #714	James Carroll	3 Lots	5-9-2015
N.H.T.P.C. #786	DePallo	2 Lots	5-4-2015

Motion was **seconded** by Philip Agliano and **carried 5-0**.

COMMENTS FROM THE FLOOR:

Curtis Holloway, Esq. stated that he and Gregory Herb are addressing the issues associated with the estate of Virginia Geisler located at 2308 Yarnall Road. He explained that there are two parcels of land with one lot lying to the rear of the lot with road frontage and having a fifty foot easement across the Kulishoff property for access. Montgomery County is requesting a letter from the Township authorizing them to prepare separate deeds for each lot so that each lot can be sold separately. Douglas Muller **moved** to authorize submitting a letter to the County to allow for two separate deeds to be issued providing the easement is verified. Andrew Kelly **seconded** the motion and it **carried 5-0**.

Kurt Zebrowski explained that there have been some revisions to the Pottstown Regional Comprehensive plan and provided copies of the revisions to Mr. Tobias for distribution. He also advised that the Delaware Valley Regional Transportation may offer some assistance to the Township at no cost and suggested Dennis Flynn be given a summary and encouraged to attend their meeting. He stated that DCNR is continuing their efforts to connect trailways and that the multi-project Greenway Stewardship Study provides information on how the maintain

the greenway. Paul Bauer asked Mr. Zebrowski to provide materials for presentation at meeting to Mr. Tobias prior to the meeting.

Janet Alex stated that she has seen some activity near the site of the development on Buchert Road previously known as the Brusch Tract and stated that previously measures were taken to assure the storm water would not be blocked as the project is developed; she was told to consult with Kevin Tobias regarding her concern.

Charles Garner of 2449 Wagner Road inquired about his Right-to-Know Request of April 2nd and asked why a legal review is needed for an approved resolution, ordinances and purchasing policy.

Regular Meeting adjourned for an executive session at 8:40 PM. The public was advised that there may be a decision upon reconvening the regular meeting.

Executive Session

After a short recess, the Board convened in Executive Session at 8:45 pm.

Regular Meeting reconvened at 9:10 PM and the following actions were taken. On **motion** by Douglas Muller, **seconded** by Ralph Fluharty, and **approved by a 5-0 vote**, authorization was granted to transfer \$6,288.00 from the Recreation budget to the General Fund for the purpose of funding a full time position in the public works department.

Motion made by Douglas Muller, **seconded** by Ralph Fluharty, and approved by a **5-0 vote**, to transfer Michael Smith's current employment with the New Hanover Sewer Authority to the New Hanover Township Road Department, contingent upon first consulting with the New Hanover Township Waste Water Treatment Superintendent.

ADJOURNMENT

Regular meeting was declared adjourned by Douglas Muller at 9:15 pm.

Kevin Tobias, Township Manager/Secretary