

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

A work session of the New Hanover Township Board of Supervisors was held on Monday, October 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, David Leh, and Adam Supplee 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

Adam Supplee (KMS) presented to the board a summary of the recommendations from the township master recreation plan. Some of the highlights include possible open space acquisition, regional recreation area within walking distance and a Community Library. Mr. Supplee also discussed that it is important that proposed bikepaths and pedestrian trails listed in the master plan need to be connected. Chairman Muller requested that the master plan also include costs for these proposed improvements and the involvement of the various community youth groups to help in the maintenance of these areas. The discussion also mentioned construction of a multi-use sports complex which may require three to five years to complete. Possible funding mechanisms included grants. The Recreation Committee was instructed by the board to work into the budget any needs that they may consider. Supervisor Brown stated that a project of this magnitude will require many dollars to implement. Mr. Supplee also stated that recent trends indicate that the baby boomers and younger families are the biggest group of users of the recreational areas.

Mr. Charles Garner (2449 Wagner Rd) questioned the location for such a large multi-use building. One possible location indicated was in the Wassmer Tract. The board instructed Mr. Supplee to complete the plan arrange meeting with the Recreation Steering Committee. On motion by Fluharty, seconded by Kelly, and approved by all members, the manager is instructed to advertise a Steering Committee meeting on Monday 10/16/15 at 6:00PM of the Recreation Steering Committee.

Work session meeting adjourned to regular meeting session at 7:15 PM

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

The regular monthly meeting of the New Hanover Township Board of Supervisors was held on Monday, October 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 Solicitor Paul Bauer, Engineer Dave Leh, Planner Adam Supplee and Township Manager Tobias. Chairman Douglas Muller called the meeting to order at 7:15 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 TOWNSHIP MEETING:**

October 14 - Planning Commission	6:30pm
October 21 - Sewer Authority at WWTP	6:30pm
October 26 – Board of Supervisors Meeting	6:30pm
November 4 -Recreation Committee Meeting	7:00pm

**PRESENTATION OF CURRENT BILLS**

***Bill List #18–dated 10-07-15***

General Fund 01	\$	397,954.40
Fire Tax Fund 03	\$	2,755.00
Sewer Operating Fund 08	\$	54,776.66
Sewer Capital Fund 10	\$	0.00
Trans. Impact Fund 13	\$	250.00
Capital Fund 19	\$	0.00
State Liquid Fuels Fund 35	\$	928.96
Escrow Fund 41	\$	1,547.50
Recreation Fund 96	\$	<u>10,926.85</u>
Total	\$	469,139.37

Ralph Fluharty **moved** to approve payment of bill list #18 in the amount of \$469,139.37 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: Andrew Kelly **moved** to approve the meeting minutes of the September 28, 2015 Work Session and Regular Meetings. Philip Agliano **seconded** the motion and it carried 5-0.

**DEPARTMENT REPORTS:**

**Finance Department** – Distributed prior to the meeting. Cindy O'Donnell not in attendance

**Code Enforcement** – Written report received. Jim Wozniak was not in attendance. Kevin Tobias advised that 3 new homes completed since last meeting.

**Police Department** – Chief McKeon reported that the department had 320 calls for service; miles traveled for police cars was 8,479 miles; and 22 criminal investigations with 7 arrests.

**Public Works Department** – Report was previously distributed

**Recreation Department** – Connie Garner not in attendance, but report was distributed previously.

**Manager's Report** – Kevin Tobias

**Social Media Policy:**

I have attached to the Board packets a “draft” policy regarding the use of Social Media for township employees. Having received no further comments, I present to you the draft for acceptance.

**Anti-Nepotism Policy:**

I have attached to the Board packets a “draft” Anti-Nepotism policy. Having received no comments, I present to you the draft for acceptance.

**2015 Road Improvement Project:**

Hoffmansville and Hill Roads are complete including line painting. Waiting for final bill.

**Township Policies:**

I have included again copies of ‘draft’ policies for the Social Media use and Nepotism policies. I ask that acceptance be granted and the policies can be implemented.

**Boyertown School District (Per Capita Tax):**

I have attached to the board packet correspondence received from Boyertown School District with their intent on elimination of the Per Capita Tax. The board has some options: (1) maintain the current tax, and continue to collect \$10.00 as opposed to the current \$5.00. Can either have the Intermediate Unit print or distribute bills for the township, or work with adjoining municipalities in the school district to implement a new system. (2) Maintain the amount of the tax, but redistribute to another fund.

**Computer Information Technology Services:**

Included with your packet is pricing from Ridge Technologies, and TDS to provide managed computer and information technology services. A one company approach is the smartest approach to undertake, and will allow me to feel more comfortable with the township’s computer infrastructure.

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

Solicitor Bauer reported on the status of the settlement agreement which was previously approved by the board at the 9-14-15 board meeting. He also reported that a meeting was in the process of being scheduled with DEP to discuss Gibraltar Rock.

**ENGINEER’S REPORT-** Gilmore and Associates

The engineer’s report was previously distributed.

**BUSINESS FOR DISCUSSION OR ACTION:**

**Mid-Year Budget Adjustments:** Tabled action until 10-26-15 board meeting

**Social Media Policy:** Andrew Kelly **moved** to approve the Social Media Policy as written. David Brown **seconded** the motion and it **carried 5-0**. Ralph Fluharty abstained.

**Anti- Nepotism Policy:** Tabled action until 10-26-15 meeting

**Managed Computer Services:** Tabled action until 10-26-15 so that the manager may gather further information for the board.

**Renninger Tract (NHTPC #710) Phase A Escrow:** Phil Agliano **moved** to approve the release of \$53,758.08 Ralph Fluharty **seconded** the motion and it **carried 5-0**. After this release, there will be \$216,897.51 remaining in construction escrow.

**Windlestrae Phase VI- Escrow Release No. 7-** Andrew Kelly **moved** to approve the release of \$44,826.40 Phil Agliano **seconded** the motion and it **carried 5-0**. After this release, there will be \$507,527.63 remaining in construction escrow.

**RMG Properties (Buchert Road) – Escrow Release No. 1 Final** Phil Agliano **moved** to approve the release of \$53,939.15 Andrew Kelly **seconded** the motion and it **carried 5-0**. After this release, there will be \$0 remaining in construction escrow.

#### **BUSINESS FOR ACTION ON 90 DAY TIME LIMITATION WAIVERS**

N.H.T.P.C.#709	Trotters Gait	54 Lots	10-25-2015
N.H.T.P.C. #665	Zavitsanos	144 Lots	10-29-2015
N.H.T.P.C. #714	James Carroll	3 Lots	10-29-2015
N.H.T.P.C. #786	DePallo	2 Lots	10-25-15

Andrew Kelly **moved** to approve the 90 Day Time Limitation Waivers as written Phil Agliano **seconded** the motion and it **carried 5-0**.

#### **COMMENTS FROM THE FLOOR**

Celeste Bish offered her thanks to Dennis Flynn and Kevin Tobias for their prompt attention to the road sign issue on Hoffmansville Road near the Post Office.

Chairman Muller recessed the general board meeting at 7:55 pm to meet in Executive Session to discuss a personnel matter.

Chairman Muller recessed the Executive Session having taken no action. The general meeting was reconvened at 8:55 pm.

**ADJOURNMENT** - Regular meeting was declared adjourned by Douglas Muller at 8:55PM.

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Kevin Tobias, Township Manager/Secretary