

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

A work session of the New Hanover Township Board of Supervisors was held on Monday, November 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, Engineer David Leh, Planner Adam Supplee and Eileen Pogany were also in attendance. Chairman Douglas Muller called the meeting to order at 6:40 PM.

Review of Agenda – no comments

Review of Bill List – no comments

Master Recreation Plan report by Adam Supplee – Mr. Supplee reported that he expects to submit a copy of the final draft Recreation Master Plan in two weeks and that he will continue receiving comments. Mr. Supplee was asked to create a bullet list of items identifying improvements to be accomplished in the near and also in the distant future. Mr. Fluharty stated that he would like to have a meeting scheduled to give the Recreation Committee Steering Committee an opportunity to review the plan. Mr. Supplee suggested that an advertised meeting be scheduled to give the Township personnel and the public an opportunity to hear a presentation on the Master Plan including the feasibility and affordability; the Master Plan will be posted on the Township's web site following its adoption. Mr. Supplee stated that he expects that the plan could be finalized by the end of 2015. Mention was made that County and State representatives are meeting at Douglass Township for review of the New Hanover Town Center Development and that they may want to include discussion of the Master Recreation Plan also.

Mr. Supplee stated that he believes the Township's bike trail plan should be implemented and that the plan has the ability to be revised continually making it more accurate and he recommends that the physical installation of bikeways should be required rather than accepting fees in lieu of during development projects. He added that bikeway and recreation master plans should be reviewed annually to assure that the latest methods, technologies and equipment will be considered.

Work session meeting adjourned to regular meeting session at 6:58 PM.

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

The regular monthly meeting of the New Hanover Township Board of Supervisors was held on Monday, November 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. Township Manager Kevin Tobias, Solicitor Paul Bauer, Engineer David Leh, Planner Adam Supplee and Eileen Pogany were also in attendance. Chairman Douglas Muller called the meeting to order at 7:00pm 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 - Announced by Eileen Pogany

November	10	Board of Supervisors Budget Meeting	6:00 pm
November	11	Planning Commission	6:30 pm
November	17	Environmental Advisory Board	6:30 pm
November	18	Open Space Committee	6:30 pm
November	18	Sewer Authority – 3990 Fagleysville Road	6:30 pm

PRESENTATION OF CURRENT BILLS

Bill List #21–dated 11-06-15

General Fund 01	\$	66,431.29
Fire Tax Fund 03	\$	2,755.00
Sewer Operating Fund 08	\$	13,600.26
Sewer Capital Fund 10	\$	0.00
Trans. Impact Fund 13	\$	0.00
Capital Fund 19	\$	0.00
State Liquid Fuels Fund 35	\$	14,739.70
Escrow Fund 41	\$	10,734.57
Recreation Fund 96	\$	<u>39,280.00</u>

Total \$ 147,540.82

Ralph Fluharty **moved** to approve payment of bill list #21 dated November 6, 2015 in the amount of \$147,540.82 and advance the treasurer the monies for utilities and payroll for the coming month. Motion was **seconded** by David Brown and **carried 5-0**.

MINUTES - Philip Agliano **moved** to approve the meeting minutes of the October 26, 2015 Work Session and Regular Meeting. David Brown **seconded** the motion and it **carried 5-0**.

TREASURER'S REPORT - None

DEPARTMENT REPORTS:

Finance Department – written report submitted.

Code Enforcement – Jim Wozniak reported that he has issued seventeen building permit during the month of October and that he is currently working on updating the Floodplain Ordinance.

Police Department – Chief Kevin McKeon reported that the Police Department has had 364 calls during October and has assisted other departments 13 times. He reported 19 accidents with 13 being non-reportable accidents. Has opened 22 criminal investigations, continues vehicle maintenance and has had no citizen complaints.

Public Works Department – Dennis Flynn stated that there are no issues in his department and that he had nothing to report.

Recreation Department – Connie Garner was not in attendance.

Manager's Report – Kevin Tobias reported that he and Dennis Flynn had a meeting with the paving contractor, that he is waiting for a response regarding computer contract, that a meeting is scheduled for tomorrow evening for review of the proposed budget, that he is processing paper work for reimbursement from State aid for Hurricane Irene and that Ordinance 15-02 for purchase of police radios has been prepared.

SOLICITOR'S REPORT - Bauer & Associates, LLC – Mr. Bauer reported that he has been working with Representative Toepel and attempting to schedule a meeting with DEP but has not received a meeting date from DEP. He added that additional items will be discussed in executive session.

ENGINEER'S REPORT - Gilmore and Associates - David Leh reported that he reviewed the Saras Partnership final plan submission, the Zavitsanos Tract revised subdivision proposing 345 homes which has been recommended for final plan approval by the Planning Commission, and received a copy of the revised land development plan for Gibraltar Rock to be reviewed at the December 9, 2015 Planning Commission.

BUSINESS FOR DISCUSSION OR ACTION:

- **Managed Computer Services** - Mr. Tobias was asked to respond to the contract proposal asking that a certificate of insurance be provided with the Township listed as an additional insured, that a confidentiality clause be added, that the Township be

given net 45 day invoicing period, and giving the Township the option to terminate the contract without penalty for inconvenience. Providing the four items are accepted by TDS, Douglas Muller **moved** to enter into a 4 year contract, **seconded** by Andrew Kelly and **carried 5-0**.

- Acorn Hills-Bella Vista Phase 7 Dedication of Improvements – Mr. Steve Lampman and Dennis Flynn reached an agreement with respect to improvements needed outside the scope of roadways being proposed for dedication and Mr. Lampman agreed to provide a description of the verbal agreement no later than November 20, 2015. Upon recommendation of Engineer David Leh, Philip Agliano **moved** to proceed with acceptance of dedication of the roadway and right of way for Samantha Way and St. Victoria Drive. David Brown **seconded** the motion and it **carried 5-0**.
- Boyertown Wellness Council Lease Agreement – revised draft contract for use of recreation facility on Hoffmansville Road was reviewed with the Supervisors agreeing that three items need clarification: (1) hours of use to be between 9am and 3pm, (2) asking that square footage of rented space be specified, and (3) specifying a one year agreement effective December 1, 2015. Wellness Council representative agreed that if there are any programs offered requiring a fee, New Hanover Township residents would be offered a reduced rate. Providing a lease agreement is provided to the Township which includes the stipulations listed by the Supervisors, the agreement will be presented for signature at the November 23 meeting of the Board. It was also stipulated that any use of the gym would need to be granted contingent upon availability, any alterations to space being utilized would need to be approved by the Township, cost would be the lease's expense, and agreed that access to the building would be made available immediately to allow for the Wellness Council to organize their space to be ready to function by December 1, 2015 when the lease is in effect.
- Resolution 24-15 – Designation of Agent Hurricane Irene – Ralph Fluharty **moved** to authorize Kevin Tobias to sign as the Township's designated agent for disbursement of State aid funds. Douglas Muller **seconded** the motion and it **carried 5-0**.
- Ordinance 15-02 – County Radio Purchase – Philip Agliano **moved** to authorize Solicitor Bauer to advertise Ordinance 15-02 for adoption at the November 23, 2015 meeting. Motion was **seconded** by Andrew Kelly and **carried 5-0**.
- Rosenberry Ridge Dedication – to be discussed in executive session.
- Zavitsanos Development – represented by Kimberly Friemuth (Fox-Rothchild) and Leon McGuire (Van Cleef Engineering) – Amended final plan was recommended for approval by the Planning Commission and a staff meeting was held to discuss traffic improvements. The traffic light originally proposed to be installed at the intersections of Lomara Drive and N. Charlotte Street has not met the warrants for a signal. It was noted that installation of roadway improvements and bike paths is very difficult and it was suggested that the Township accept the Act 209 fees to be used for improvements in the same impact fee area. The bikeway is proposed to be installed within the development but is proposed to stop short of the intersection at N. Charlotte Street since it would be a very dangerous crossing without a traffic signal. Douglas Muller suggested signage be installed near the crossing warning of the dangerous intersection. It was decided that the contribution to the Township in lieu of the Act 209 fee be paid as construction commences in each phase i.e.: phase #1 expected to be paid in 2016 and phase #2 to be paid in 2017. A resolution for final plan approval will be provided to the developer for review prior to the Board's meeting November 23 with the expectation that the resolution will be enacted and final plan approval granted. Philip Agliano and Kevin

Tobias offered to report decisions of the Board of Supervisors to the Planning Commission at their December meeting. A homeowners' association will be established for the project.

BUSINESS FOR ACTION ON 90 DAY TIME LIMITATION WAIVERS – Andrew Kelly moved to approve waiver of time limit requests for the following:

N.H.T.P.C. #730	Bart Golf	135 lots	11-19-2015
N.H.T.P.C. #754	Breinig	2 lots	11-25-2015
N.H.T.P.C. #767	Murianka	2 lots	12-01-2015
N.H.T.P.C. #782	Westwood MacGuire	65 lots	12-04-2015

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

COMMENTS FROM THE FLOOR - None

CORRESPONDENCE – None

The regular meeting was adjourned to executive session at 8:10 pm with an announcement made that there could be decision announced relating to the Rosenberry Ridge development.

EXECUTIVE SESSION – Personnel
Legal

Chairman Muller reconvened the regular meeting of the Board of Supervisors at 8:45 pm having directed the Township Manager and Solicitor to take the appropriate actions.

ADJOURN

Chairman Muller moved to adjourn the meeting at 8:55 pm.

Kevin Tobias, Township Manager/Secretary