

**NEW HANOVER TOWNSHIP
BOARD OF SUPERVISORS
SPECIAL MEETING
JUNE 2, 2016**

A special meeting of the New Hanover Township Board of Supervisors was held on Thursday, June 2, 2016 at the New Hanover Township Municipal Building, 2943 North Charlotte Street, Gilbertsville, PA 19525. Present were Supervisors Andrew Kelly, Ralph Fluharty, Charles Garner Jr., and Marie Livelsberger. Philip Agliano was absent. Also present were Township Solicitor Andrew Bellwoar and Eileen Pogany. Vice Chairman Andrew Kelly called the meeting to order at 8:03 AM and led in a Salute to the Flag.

ANNOUNCEMENTS – Vice-Chairman Andrew Kelly 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 – announced by Eileen Pogany

June 8 -	Planning Commission	6:30 pm
June 15 -	Sewer Authority (2990 Fagleysville Road)	6:30 pm
June 27 -	Board of Supervisors	6:30 pm

MINUTES – Charles Garner, Jr. **moved** to approve the May 23, 2016 Work Session and Regular Meeting Minutes. Ralph Fluharty **seconded** the motion and it **carried 4-0**.

ADDITIONAL ITEMS TO BE ADDED TO THE AGENDA

- Municipal building roof repair
- Ancillary coverage – life insurance coverages-Manager Tobias stated that employee's life, short and long term disability coverages will be needing renewal by July 1, 2016. He has checked pricing and believes that he has found a package which would save the Township \$1,500 per year and would provide a better benefit. Charles Garner Jr. asked about the changes in disability and Mr. Tobias stated that short term disability would be decreased to thirteen weeks at which time long term disability would kick in if needed. It was noted that the Township would need something in writing to present to the police bargaining unit. Andrew Kelly stated that the Township needs to exercise caution to assure that it is not given a good price for the first year and receive a substantial increase in following year; tabled until additional information can be provided.
- Bike path – available funds and recommendations for construction
- Resolution 24-16 – Establish a policy for compliance with Act 44.

Marie Livelsberger **moved** to authorize initiating the request for proposal process to hire a professional for defined contribution pension plan; motion was **seconded** by Charles Garner, Jr. and **carried 4-0**. Mr. Garner asked if the Township had adopted the Act 44 in 2009.

BUSINESS FOR DISCUSSION OR ACTION:

Ordinance No. 16-03 - Charles Garner, Jr. **moved** to adopt Ordinance No 16-03 authorizing Berks Earned Income Tax Collection Bureau to engage the services of a third party collection agency for the collection of delinquent taxes. Andrew Kelly **seconded** the motion and it **carried 4-0**.

Ordinance No. 16-04: Marie Livelsberger **moved** to adopt Ordinance No 61-04 revising and approving the eligibility requirements for the non-uniform pension benefits. Andrew Kelly **seconded** the motion and it **carried 3-1**.

Swamp Pike Appraisals: Charles Garner Jr. **moved** to authorize, contingent upon necessity, **funds** from the Act 209 monies up to and not to exceed \$750.00 for each of four appraisals on Swamp Pike in relation to the proposed new traffic signal at the intersection of Swamp Pike/Fagleysville Road. (It was noted that agreements have been executed for two properties and that appraisals may or may not be necessary for those two properties). Marie Livelsberger **seconded** the motion and it **carried 4-0**.

Appointment to Berks EIT Bureau: Marie Livelsberger **moved** to approve the appointment of Washington Township resident Rich Sichler as the alternate representing Boyertown School District. Charles Garner, Jr. **seconded** the motion and it **carried 4-0**.

CORRESPONDENCE:

State Senator Robert Mensch wrote congratulating the Township on the award of \$6,291. by the PA Department of Transportation "Green Light Go" program. The funds provide for upgrading to a LED module at the intersection of North Charlotte Street and Swamp Pike. The Township has also made improvements to various other intersections.

COMMENTS FROM THE FLOOR - None

SUPERVISOR COMMENTS - Marie Livelsberger thanked Kaleena for preparing an additional bill list in the format which provided the information she requested.

MANAGER COMMENTS

Little Road Paving – Mr. Tobias stated that Dennis Flynn has requested permission to pave Little Road at a cost of \$170,500 and that only \$7,000 remains in the amount approved at budget time, that Mock and Cross Roads have been paved, that insufficient funds are remaining for Swamp Picnic and Little Roads, and that paving projects and budget cuts had been made

during budget time. Charles Garner, Jr. **moved** to transfer \$170,500 from Township reserves to fund the paving project for Little Road; motion was **seconded** by Ralph Fluharty and **carried 4-0**.

Mr. Fluharty requested that an itemized accounting of roadway project expenses will be required. The report is to be submitted prior to the Board's meeting of June 27 and is to include the length of the roadway, the estimated cost including length of time, man hours, materials, equipment usage and expenses. Mr. Garner stated that planning should be done at budget time and that this situation cannot happen again.

New Hanover Town Center - reported that a revised submission has been received in the office. Board of Supervisors asked that the distribution to Planning Commission, the Board and anyone who has not seen the original plan already approved in preliminary plan form, be provided a copy of the original plan along with a copy of the resolution for approval.

Valley Forge Convention and Visitors Bureau – is offering to provide a short presentation for a multi-regional recreation facility asking that the Township donate the 92 acres of land and their project. The Supervisors were not interested in exploring the proposal under the stated conditions; Mr. Tobias will advise.

Windlestrae Update – sewer issues are currently the number 1 consideration and the lines are currently being televised. A punch list and time line schedule for curbing and sidewalk repairs is being prepared by Engineer David Leh and will be available by the Board's June 27 meeting. Mr. Garner asked why curbing and sidewalk is not provided throughout the entire development and wants to address the sewer issues first so as not to disturb curbing, sidewalk or paving if work is needing to be done on the sewer conveyance lines. Mr. Fluharty mentioned a safety issue at Phases 5 and 6.

Kingston Hill Update - Bond Company is expected to release funding this week in order to complete the work needed at this site. Sergeant Moyer asked if Courtside Avenue will be included in the scope of work to be done and was told that Courtside Avenue was not a part of the THP property and is not included in the bond. Sergeant Moyer identified a problem since the school buses are not willing to travel over the roadway and families are transporting their children to the bus stop and parking their cars while waiting for the bus which causes congestion; Mr. Tobias will check into seeing if completion is expected in the near future.

Plgit P Card – Township currently has one credit card which is shared by all departments. The Plgit P program would provide a card to each department head and will track purchases and expenses offering cash back rebates. There are no known down sides; Mr. Garner supports the idea providing the Board of Supervisors have the ability to monitor the cards; Ms. Livelsberger asked how the transactions would be listed on the reports to the Supervisors. Mr. Garner **moved** to have the Township manager explore the program further. Andrew Kelly **seconded** the motion and it **carried 4-0**.

Roof Replacement/Repair – roof replacement was originally budgeted for a replacement at a cost of \$200,000. Roofers have suggested a \$20,000 repair estimated to provide a 10 year life. Mr. Garner advised that if the repair cost is less than \$19,400, three telephone quotes will be needed and that if it exceeds the \$19,400 amount, bids would need to be solicited. Mr. Garner **moved** to authorize obtaining three quotes. Marie Livelsberger **seconded** the motion and it **carried 4-0**.

Hiring – Ralph Fluharty asked if the Township can hire the applicants being considered and was told that the start date would need to be effective in six days from June 2. New hires to the Sewer Department were asked to attend the June 27 meeting.

Approval of Bill List – Mr. Garner **moved** to approve the bill list No. 11; motion was **seconded** by Marie Livelsberger and **carried 4-0**.

ADJOURN

Motion to adjourn was made by Charles Garner, Jr., **seconded** by Marie Livelsberger and **carried 4-0**.

Kevin Tobias, Township Manager/Secretary